

Public Document Pack



To: Councillor Dean, Convener; Councillor Corall, Vice-Convener; and Councillors Adam, Allan, Boulton, Cormack, Cormie, Crockett, Donnelly, Jaffrey, Leslie, MacGregor, McCaig, Penny and Yuill.

Town House,
ABERDEEN 23 January 2012

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

The Members of the **ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE** are requested to meet in the Council Chamber - Town House on **TUESDAY, 31 JANUARY 2012 at 2.00 pm.**

JANE G. MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

1 REQUESTS FOR DEPUTATION

2 MINUTES, COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST

- 2.1 Minute of Previous Meeting of 15 November 2011 (Pages 1 - 12)
- 2.2 Minute of Final Meeting of the Fairtrade City Working Group of 7 June 2011 - for approval (Pages 13 - 16)
- 2.3 Committee Business Statement (Pages 17 - 36)
- 2.4 Motions List (Pages 37 - 44)

3 MOTIONS

- 3.1 Motion by Councillor Leslie - Referred from Council on 14 December 2011
“That officers are instructed to prepare a report on proper access for disabled people using mobility scooters at Marischal College, and such a report be remitted to the appropriate Committee.”
- 3.2 Motion by Councillor Graham - Referred from Council on 14 December 2011
“That the relevant department consults with the residents of Bonnyview Drive to ascertain the requirement to install traffic calming measures and reports back to Committee.”
- 3.3 Motion by Councillor Graham - Referred from Council on 14 December 2011
“That officers provide a report to advise Aberdeen City Council on what current measures are in place and what further measures need to be undertaken to promote / ensure competition in the bus routes of Aberdeen, thus ensuring a more competitive price for buses for the citizens of Aberdeen that are comparable with other cities in Scotland.”
- 3.4 Motion by Councillor Jennifer Stewart
“That this Council agrees to run a robust recruitment campaign to increase the number of school crossing patrollers, the costs to be met through budget underspend.”
- 3.5 Motion by Councillor Yuill - Broomhill Road - HGVs (Pages 45 - 50)
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PROPOSED TRAFFIC ORDERS COMING TO COMMITTEE FOR THE FIRST TIME

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OTHER INFRASTRUCTURE, TRANSPORTATION, ROADS AND PARKING ISSUES

- 8.4 Audit Scotland Report on Transport for Health and Social Care - Self Assessment and Action Plan (Pages 501 - 518)

- * 8.5 *Proposed Revisions to On Street Parking Charges for Foresterhill and Garthdee (Pages 519 - 530)
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Please note that reports marked with an * have implications for agreed Priority Based Budget (PBB) options.

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ABERDEEN, 15 November, 2011. Minute of Meeting of the ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE. Present:- Councillor Dean, Convener; and Councillors Adam, Allan, Boulton, Cormack, Cormie, Crockett, Jaffrey, Kiddie (as a substitute for Councillor Cormie) Leslie, MacGregor, McCaig, Noble (as a substitute for the Vice-Convener, Councillor Corall) Penny, Young (as a substitute for Councillor Donnelly) and Yuill.

Councillor Farquharson was in attendance for article 6 only. Councillor Kevin Stewart, MSP, was in attendance for article 7 only.

The agenda and reports associated with this minute can be found at:-

<http://councilcommittees/ieListDocuments.aspx?CId=140&MId=1909&Ver=4>

REQUEST FOR DEPUTATION

1. The Committee had before it a request for deputation from Mr. Mike Shepherd in relation to item 3.2 (Motion by Councillor Kevin Stewart, MSP – Possible Referendum).

The Committee resolved:-

to hear the request for deputation from Mr. Mike Shepherd in relation to item 3.2 (Motion by Councillor Kevin Stewart, MSP – Possible Referendum) on the agenda.

MINUTE OF PREVIOUS MEETING OF 13 SEPTEMBER, 2011

2. The Committee had before it the minute of its previous meeting of 13 September, 2011.

The Committee resolved:-

to approve the minute as an accurate record.

COMMITTEE BUSINESS STATEMENT

3. 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 item 10 (General Fund Revenue Budget 2011/2012 and Indicative 2012/2013 to 2015/2016 Budget);
- (ii) to delete items 1 (Strategic Transportation Projects), 7 (Night Time Bus Improvements), 12 actions (vii) and (viii) (Minute of Controlled Areas Parking Working Party), 13 (Securing the Benefits from the Next Energy Revolution Policy Statement), 16 (Driveway Application Appeals at 150 Bonnyview Drive and 40

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Longview Terrace, Aberdeen), subject to the matters being dealt with later on the agenda;

- (iii) to note that a report on item 24 (Internal Audit - Summary of Audit Findings - Report by Pricewaterhouse Coopers) would be submitted to the Enterprise, Planning and Infrastructure Committee at its meeting on 15 November, 2011; and
- (iv) to otherwise note the updates contained within the statement.

MOTIONS LIST

5. 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.

In relation to motion 1 (Former Councillor Cassie – Extension to Controlled Parking Zone in Garthdee), the Committee heard from Mr. Mike Cheyne, General Manager Operations, who advised that the matter was now being undertaken alongside the current development of the university's campus.

The Committee resolved:-

- (i) in relation to motion 1 (Former Councillor Cassie – Extension to Controlled Parking Zone in Garthdee), to note the update from Mr. Mike Cheyne, General Manager Operations, and therefore to remove from the outstanding list;
- (ii) to note that reports on motion 2 (Motion by Councillor Kevin Stewart, MSP – Possible Referendum) and motion 3 (Motion by Councillor Young – Signage at Ashwood Parade) were to be considered later on today's agenda; and
- (iii) to otherwise note the updates contained within the outstanding list.

MOTION BY COUNCILLOR FARQUHARSON – TRAFFIC SPEED CONTROLS

6. With reference to article 22 of the minute of the meeting of Council of 6 October, 2011, the Committee had before it the following motion which had been submitted by Councillor Farquharson:-

“Council is asked to set up a working party to explore the possibility of changing the whole structure of traffic speed controls within the city of Aberdeen. Such a study should start from the principle of having all housing sub divisions designated as 20mph traffic zones within arterial or main roads being designated as 30 or 40mph maximum speed zones.

The objective is to create standardisation in the interests of road safety and to alleviate confusion in the minds of drivers. This has become necessary due to the vast array of speed bumps, mandatory 20mph roads and advisory 20mph roads. As a result of these changes it is intended to educate the public in terms of safe driving.

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The working group should comprise Council officers and token Councillor representation, reporting to Council or Committee as necessary.”

Councillor Farquharson was in attendance, and moved his motion during which he explained the rationale behind his request.

The Committee resolved:-

to agree that a Working Group should not be established for this purpose, and instead to request officers to submit a report on the terms of the motion to a future meeting of the Enterprise, Planning and Infrastructure Committee.

MOTION BY COUNCILLOR KEVIN STEWART MSP – REFERENDUM ON THE FUTURE OF UNION TERRACE GARDENS

7. (A) In terms of Standing Order 10(2), and as agreed at the beginning of the meeting (see article 1 above), the Committee received a deputation from Mr. Shepherd of Friends of Union Terrace Gardens, in relation to the above-named report.

Mr. Shepherd expressed Friends of Union Terrace Gardens support for a referendum being held in relation to the future of Union Terrace Gardens. He also recommended that should a referendum be held, that this be conducted by an independent body and advised that a question with only a yes/no answer option was unacceptable to Friends of Union Terrace Gardens. Mr. Shepherd emphasised the importance of a referendum being independent, fair and binding. Finally, he highlighted that a number of issues still required to be resolved, most notably the land ownership issue, and suggested that the option to hold an opinion poll, instead of a referendum, would be vastly unpopular.

(B) With reference to article 9 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 13 September, 2011, the Committee had before it a report regarding the following motion which had been submitted by Councillor Kevin Stewart, MSP:-

“That this Council agrees, in principle, that a referendum on the future of Union Terrace Gardens be held after the City Garden Design competition was completed, calls on officers to produce a report about the practicalities and costings of holding a postal ballot of all Aberdeen electors and asked officers to investigate sourcing funding for the referendum from bodies other than the Council.”

The report recommended:-

that the Committee –

- (a) note the content of the report;
- (b) agree to:-

- (i) hold a public referendum in accordance with Section 5.3(i)-(xxi) of the report, to gauge public support for the City Garden Project, and
- (ii) instruct officers to produce a further report for submission to the Finance and Resources Committee requesting that a budget of up to £250,000

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- be allocated, from the Council's contingencies budget, to pay for the referendum; and
- (c) instruct officers to produce a report for submission to Council at its meeting on 14 December, 2011, seeking approval for the wording of any referendum question, should the Finance and Resources Committee agree to allocate the necessary funding for the referendum.

The Committee resolved:-

- (i) to note the contents of the report, and to thank officers for the considerable work which had gone into its preparation;
- (ii) to agree to refer the report to the consideration of Council on 14 December, 2011;
- (iii) to instruct officers to report to Council on 14 December, 2011, detailing the cost and feasibility of an independently conducted, statistically significant opinion poll as an alternative way of judging the level of public support for the project. This report should include the feasibility of including young people over the age of 16 in the sample, as well as information on the feasibility of holding a separate stand alone referendum for secondary school children;
- (iv) to instruct officers to produce a report for submission to Council on 14 December, 2011, seeking approval for the wording of the question(s) to be included in any opinion poll or referendum, and that this report be the subject of consultation with Aberdeen City Gardens Trust Ltd and the Friends of Union Terrace Gardens; and
- (v) to recommend to Council that should Mr Mike Shepherd, submit a further request for deputation to Council on 14 December, 2011, regarding this matter, that Council should agree to hear the request.

MOTION BY COUNCILLOR YOUNG – ASHWOOD PARADE BUSINESS COMMUNITY

8. With reference to article 10 of the minute of meeting of the Enterprise, Planning and Infrastructure Committee of 13 September, 2011, the Committee had before it a report regarding the following motion which had been submitted by Councillor Young:-

"That Council instructs officers to liaise with the Ashwood Parade business community in the Bridge of Don to investigate ways in which better signage and better awareness of their businesses can be obtained to the betterment of both the residents of Ashwood Parade and to the business community of Ashwood Parade."

The report recommended:-

that the Committee –

- (a) note the content of the report and the measures that officers had recently discussed with the tenants of the business units;
- (b) agree that no further action should be taken with regard to the implementation of additional signage until the owner of the shop units had applied for formal addresses to the properties; and

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- (c) instruct officers to agree, supply and implement additional signage from the Whitestripes Avenue area within the Bridge of Don if requested to and paid for by the businesses.

The Committee resolved:-

- (i) to approve the recommendations as contained in the report; and
(ii) to remove the motion from the outstanding motions list.

FAIRTRADE CITY WORKING GROUP - CG/11/135

9. The Committee had before it a report by the Director of Corporate Governance which provided an update on the recommendation made at the last meeting of the Fairtrade City Working Group that the Group be disbanded and replaced with a Fairtrade City Steering Group.

The report recommended:-

that the Committee ratify the decision taken at the meeting of the Fairtrade City Working Group of 7 June, 2011 and therefore agree to disband the Working Group.

The Committee resolved:-

to approve the recommendation.

2011/2012 REVENUE BUDGET MONITORING – EPI/11/303

10. With reference to article 20 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 13 September, 2011, the Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the Head of Finance, which highlighted the current year revenue budget performance to date for the Services which related to the Committee and advised on any areas of risk and management action taken.

The report recommended:-

that the Committee –

- (a) note the performance to date; the forecast outturn, and the information on risks and management action that was contained therein;
(b) instruct officers to continue to review budget performance and report on Service strategies as required to ensure a balanced budget; and
(c) instruct officers to report, in due course, on the actual outturn compared to budget following completion of the 2011/2012 financial statements.

The Committee resolved:-

to approve the recommendations as contained in the report.

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CAPITAL MONITORING – ENTERPRISE, PLANNING AND INFRASTRUCTURE PROJECTS – EPI/11/309

11. With reference to article 21 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 13 September, 2011, the Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the Head of Finance, which provided an update on the capital spend to date for the Enterprise, Planning and Infrastructure projects included within the Non-Housing Capital Programme.

The report recommended:-

that the Committee note the current position.

The Convener, seconded by Councillor Noble, moved:-

that the recommendation in the report be approved.

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

that the Committee recommend to the Finance and Resources Committee that £1million from the projected £2,188,000 under spend from the Marischal College project be vired to the Education, Culture and Sport service budget for allocation to the upgrading of Tullos Swimming Pool.

On a division, there voted:- for the motion (10) – the Convener; and Councillors Boulton, Cormack, Jaffrey, Kiddie, MacGregor, McCaig, Noble, Penny and Yuill; for the amendment (5) – Councillors Adam, Allan, Crockett, Leslie and Young.

The Committee resolved:-

to adopt the motion.

SECURING THE BENEFITS FROM THE NEXT ENERGY REVOLUTION POLICY STATEMENT PROGRESS REPORT – EPI/11/298

12. With reference to article 19 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 24 May, 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update regarding the implementation of the ‘Securing the Benefits from the Next Energy Revolution’ policy statement and also advised of both planned and current projects which would further pursue the policy statement.

The report recommended:-

that the Committee –

- (a) agree that officers pursue, participate, prepare bids and travel in connection to obtaining partners and funds from the European Smart Cities Programme, FP7 Projects HyTransit and Smart City Planning, HyTrEc Interreg IVB Project which were explained in Section 5.3 of the report, and pursue other funding for these

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- projects, where possible, with the expenses being met from within existing revenue budgets;
- (b) approve the submission of a capital bid for the Interreg HyTransit project to the Corporate Asset Group for consideration in the Non-Housing Capital Plans for 2012/2013 to 2015/2016. The total £1.5 million bid would consist of £375,000 in each financial year, and should be included in the Council approved prioritisation process for future years' Non-Housing Capital plans; and
 - (c) otherwise note the progress to date.

The Committee resolved:-

to approve the recommendations contained in the report.

BUSINESS GATEWAY – NEW CONTRACT – EPI/11/305

13. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised on proposals for the future delivery of the Business Gateway in Scotland to be incorporated into new contracts due to begin in September, 2012.

The report recommended:-

that the Committee –

- (a) note the success of the Business Gateway arrangements over recent years;
- (b) continue to devolve business start-up activity to the Business Gateway;
- (c) continue to use Aberdeenshire as the management agent for Aberdeen City and Shire Business Gateway funding;
- (d) agree with the proposed new contract arrangements (and suggested local amendments), outlined in Appendix A to the report; and
- (e) nominate two Councillors to participate in the Invitation to Tender (ITT) process, subject to legal advice being received.

The Committee resolved:-

- (i) to approve the recommendations as contained within the report; and
- (ii) to agree that the Convener and Vice-Convener participate in the Invitation to Tender process, subject to advice from legal services being received.

DESTINATION MARKETING ORGANISATION (DMO) - EPI/11/312

14. With reference to article 24 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 13 September, 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the current position in relation to the establishment of Visit Aberdeen Limited, a Destination Marketing Organisation (DMO) for Aberdeen.

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The report recommended:-

that the Committee –

- (a) note that regular reports on Visit Aberdeen Limited would be provided to the Enterprise, Planning and Infrastructure Committee for consideration and, where appropriate, action; and
- (b) agree three Council members as Directors on the new Visit Aberdeen Limited Board; and
- (c) otherwise note the content of the report.

The Committee resolved:-

- (i) to approve the recommendations contained in the report; and
- (ii) to agree that the three Directors on the new Visit Aberdeen Limited Board be appointed on the basis of one SNP member, one Liberal Democrat member and one opposition member, with the opposition member being Councillor Allan.

CITY EVENTS AND TWINNING PROGRAMME 2012/2013 – EPI/11/310

15. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval for the City Events and Twinning Programme of events and activity for 2012/2013.

The report recommended:-

that the Committee –

- (a) support the revised City Events and Twinning Programme of events and activity for 2012/2013;
- (c) support an increase in financial support from the Common Good Fund as detailed in the report, to ensure the continued success of Aberdeen's existing annual events programme, as well as additional activities that grow and develop the City's events offering;
- (c) refer the report to the Finance and Resource Committee to consider the request for monies from the Common Good Fund; and
- (d) otherwise note the content of the report.

The Committee resolved:-

to approve the recommendations as contained in the report.

SUPPLEMENTARY GUIDANCE: HOUSEHOLDER DEVELOPMENT GUIDE – EPI/11/294

16. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval for a new item of draft Supplementary Guidance relating to domestic or householder development, to be issued for public consultation, which would commence on Friday, 25 November, and end on 20 January, 2012.

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The report recommended:-

that the Committee –

- (a) approve the Householder Development Guide draft Supplementary Guidance document for eight weeks public consultation; and
- (b) agree that following completion of the relevant consultation, any comments received and subsequent amendments to the draft Supplementary Guidance be presented to a future meeting of the Enterprise, Planning and Infrastructure Committee.

The Committee resolved:-

to approve the recommendations as contained in the report.

TECHNICAL ADVICE NOTE : THE REPAIR AND REPLACEMENT OF WINDOWS AND DOORS – EPI/11/295

17. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval for a new item of draft Technical Advice, on the repair and replacement of windows and doors, to be issued for public consultation, with the consultation period running from 25 November, 2011 until 20 January, 2012.

The report recommended:-

that the Committee –

- (a) approve the Repair and Replacement of Windows and Doors Technical Advice Note document for an eight week public consultation; and
- (b) agree that following completion of the relevant consultation, any comments received and subsequent amendments to the draft advice be presented to a future meeting of the Enterprise, Planning and Infrastructure Committee.

The Committee resolved:-

to approve the recommendations as contained in the report.

SUPPLEMENTARY GUIDANCE : WIND TURBINE DEVELOPMENT IN ABERDEEN CITY – EPI/11/296

18. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval for a new item of draft Supplementary Guidance, on wind turbines, to be issued for public consultation, with the public consultation running from 25 November, 2011 until 20 January, 2012.

The report recommended:-

that the Committee –

- (a) approve the draft Wind Turbines Supplementary Guidance document for an eight week public consultation; and

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- (b) agree that following completion of the relevant consultation, any comments received and subsequent amendments to the draft guidance be presented to a future meeting of the Enterprise, Planning and Infrastructure Committee.

The Committee resolved:-

to approve the recommendations as contained in the report.

ENERGETICA PLACEMAKING SUPPLEMENTARY GUIDANCE, PLANNING ADVICE AND OVERVIEW – EPI/11/307

With reference to article 26 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 24 May, 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised of the responses received to the consultation exercise on the Energetica Placemaking documents (Supplementary Guidance, Advice and Overview) that took place between 1 August, 2011 and 23 September, 2011.

The report recommended:-

that the Committee –

- (a) agree the changes to the Energetica Placemaking Supplementary Guidance as detailed in Appendices 1 and 2 to the report, and to approve the document as interim planning advice pending adoption of the Aberdeen Local Development Plan, at which time it would become supplementary guidance to that plan; and
- (b) agree, in principle, the recommended changes to the Energetica Placemaking Planning Advice and Overview documents as detailed in Appendices 3 and 4 to the report respectively to be amended in partnership with Aberdeenshire Council and Scottish Enterprise and agree that the Planning Advice be promoted as a guide to how the Supplementary Guidance might be delivered.

The Committee resolved:-

to approve the recommendations as contained in the report.

CRAIGTON ROAD, HUNTLY STREET, IVANHOE PLACE, MIDSTOCKET LANE, QUEENS LANE SOUTH, ROSLIN PLACE, AUCHMILL ROAD, BEDFORD ROAD AND UNIVERSITY ACCESS ROAD, FORESTERHILL ROAD/ABERDEEN ROYAL INFIRMARY BUS INTERCHANGE, NORTH BALNAGASK ROAD – EPI/11/292

19. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which proposed various small scale traffic management measures for the above locations.

The report recommended:-

that the Committee –

- (a) approve the proposals, in principle, and instruct officers to commence the necessary legal procedures of the preliminary statutory consultation for the traffic

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- orders as required, and if no significant objections were received, then to progress with the public advertisement and report the results to a future meeting of the Enterprise, Planning and Infrastructure Committee; and
- (b) instruct officers to commence the combined statutory consultation for the traffic order for the list of Blue Badge parking spaces and report back to a future meeting of the Enterprise, Planning and Infrastructure Committee.

The Committee resolved:-

to approve the recommendations as contained in the report.

ROSE STREET, CHAPEL STREET AND MARISCHAL STREET - TRAFFIC MANAGEMENT PROPOSALS – EPI/11/297

20. With reference to article 4 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 15 March, 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised of the results of the proposed traffic management scheme on Rose Street, Chapel Street and Marischal Street.

The report recommended:-

that the Committee –

- (a) agree that no further action be taken on the introduction of a one-way operation on Rose Street and Chapel Street; and
- (b) consider the introduction of a northbound one-way system onto Marischal Street and that the existing any time parking restrictions be revised to provide additional pay and display parking should the one-way operation be approved.

The Committee resolved:-

- (i) to approve recommendation (a) above; and
- (ii) to take no further action on introducing a one-way system to Marischal Street.

RESIDENTIAL PARKING PROVISION FOR ALBERT TERRACE – EPI/11/299

21. With reference to article 4 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 15 March, 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised of the updated parking survey information carried out on Albert Terrace as previously agreed by the Committee.

The report recommended:-

that the Committee –

- (a) agree to maintain the existing parking layout on Albert Terrace; and
- (b) otherwise note the content of the report.

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The Committee resolved:-

to approve the recommendation as contained in the report.

DRIVEWAY APPLICATION APPEALS - 158 BONNYVIEW DRIVE AND 40 LONGVIEW TERRACE – EPI/11/302

22. With reference to article 4 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 13 September, 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided a comprehensive explanation of the policy, operational and day-to-day parking patterns in relation to the two driveway applications at 158 Bonnyview Drive and 40 Longview Terrace, Aberdeen.

The report recommended:-

that the Committee refuse both applications for a driveway at 158 Bonnyview Drive and 40 Longview Terrace, Aberdeen, as access in both cases would be from a public parking area which was against the approved policy for driveways and would be detrimental to the general parking provision for the area.

The Committee resolved:-

to defer consideration of the applications until the next meeting of the Committee on 31 January, 2012.

STRATEGIC AND LOCAL TRANSPORTATION PROJECTS UPDATE – EPI/11/304

23. With reference to article 47 of the minute of the meeting of the Enterprise, Planning and Infrastructure Committee of 13 September, 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised of the progress made to date on various strategic transportation projects within Aberdeen City and the wider area.

The report recommended:-

that the Committee –

- (a) agree that the Bridge of Don Park and Ride site option short list would be taken forward for further investigation;
- (b) endorse its development through Nestrans as outlined in Section 15 of the report; and
- (c) otherwise note the contents of the report.

The Committee resolved:-

to approve the recommendations as contained in the report.

- **KATE DEAN, Convener**.

Agenda Item 2.2

FAIRTRADE CITY WORKING GROUP

ABERDEEN, 7 June 2011. - Minute of Meeting of the FAIRTRADE CITY WORKING GROUP. Present:- Councillor Jennifer Stewart, Chairperson; and Councillor Milne; and Sue Good (Third World Centre) and Lorraine Bredin (Scottish Co-operative Group).

Officers in Attendance:- Alison Leslie (Planning and Sustainable Development); John Johnstone (Beach Ballroom); Ray Douglas (Beach Ballroom); and Stephanie Dunsmuir (Legal and Democratic Services).

MINUTE OF PREVIOUS MEETING

1. The Working Group had before it the minute of its previous meeting of 21 September 2010.

The Working Group resolved:-

to approve the minute as a correct record.

SUSTAINABILITY MATTERS UPDATE

2. With reference to article 3 of the minute of meeting of the Working Group of 21 September 2010, the Working Group had before it a report by Alison Leslie which provided an update on sustainability matters as at June 2011.

The report noted that Sustainable Development Officers had continued to support Fairtrade in order to meet the five goals of Fairtrade City status and the commitment of the Council to Fairtrade. The report outlined the various ways in which the goals were met, including the use of Fairtrade teas and coffees by Council catering; the Council procurement policy which considered sustainable and ethical products in purchasing; the promotion of Fairtrade Fortnight 2011; and the publication of Our Green Times which included two articles on Fairtrade. The report noted that the budget constraints had had an impact on the Fairtrade Café and EcoCity marquee at the City of Aberdeen Highland Games, and the Council was also unable to use the lamppost banners utilised in previous years to promote Fairtrade. It was therefore highlighted that other methods of generating media coverage and undertaking events required to be found.

Alison Leslie advised the Group that officers were using the Council's Twitter and Facebook pages to promote Fairtrade, as well as having coverage on the website. Lorraine Bredin suggested that the Co-operative Group could possibly provide staff to serve tea and coffee at the Highland Games and undertook to discuss this at a meeting to be held that week. Alison agreed to contact the Events Team to ascertain if space would be available in the Council tent at the Games.

The Working Group resolved:-

- (i) to note that the Scottish Co-Operative Group could potentially assist with the provision of tea and coffee at the Highland Games, and that Alison Leslie would liaise with the Events Team to see if space would be available in the Council tent; and

(ii) to otherwise note the update.

REMIT AND MEMBERSHIP OF FAIRTRADE CITY WORKING GROUP / RENEWAL OF FAIRTRADE STATUS

3. With reference to article 3 of the minute of the meeting of the Working Group of 21 September 2010, the Working Group had before it a report by Grant Webster, Legal and Democratic Services, which set out three options for the future of the Working Group.

The first option was to maintain the current membership and remit of the Group, and to advertise the current vacancies from the Junior Chamber and the University of Aberdeen, however the report advised that maintaining the status quo would not enable the Working Group to improve its current position.

Option two suggested retaining the existing membership and remit, filling the vacancies mentioned above, and inviting other notable or interested parties to join the Group. This would enable the Group to include a wider range of supporters, but would allow it to retain the current remit and practices. It was however noted that the current stagnation of the Working Group could be as a result of the Group being Council-led which restricted its remit somewhat.

Option three proposed that the Working Group be disbanded, and that a Fairtrade City Steering Group be established in its place, with support from relevant officers. The report advised that this Steering Group could still have Councillor membership, but would not be led or run by the Council within the current structure. The new Group could be composed of representatives from development agency local groups, Fairtrade shops or cafes, local branches of political parties, schools and youth centres, supportive supermarket managers, local Councillors, and a local sustainability officer. The report advised that Fairtrade issues could still be submitted to the appropriate Council Committee for decision, and suggested that a summary report of progress made throughout the year could be submitted to the Enterprise, Planning and Infrastructure Committee on an annual basis.

The Chairperson stated that the Council was very much committed to Fairtrade, and had supported many projects and achievements, but that taking the Group in a different direction could prove to be more productive, particularly given the current financial climate. She suggested that a Steering Group could be formed on a partnership basis, with a different Chair appointed each year from the various organisations involved. The Chairperson advised that she would be happy to be involved with any transition to a Steering Group.

The Working Group agreed that it was important to get the support of retailers and Ray Douglas suggested that a letter could be sent to the Aberdeen City Centre Association, and contact made with various retailers to ask for nominations for representatives to join a newly formed Steering Group.

The Chairperson advised that a report was to be submitted to the next meeting of the Corporate Policy and Performance Committee on different types of procurement and social enterprise involvement and suggested that this work could possibly be expanded on in future to include Fairtrade.

Ray Douglas suggested that it might be worthwhile approaching Marie Curie Cancer Care and Macmillan Cancer Support to ask if they would be willing to incorporate Fairtrade as part of their annual coffee mornings. Lorraine Bredin advised that she could approach the Scottish Co-Operative Group to inquire if funding would be available for Fairtrade tea and coffee to promote Fairtrade at a coffee morning.

Ray Douglas advised that he would be happy to provide accommodation at the Beach Ballroom for future meetings of the Steering Group, and noted that he would be able to arrange for a light lunch to be provided for the launch event. He also advised the Group that the Beach Ballroom produced a twice-yearly programme and that he would be willing to give Fairtrade a full page advert in the next publication. Alison Leslie suggested that an information panel could be used at the launch to illustrate the Fairtrade work which had been undertaken.

It was agreed that a launch event for the Steering Group could be held in September or October at the Beach Ballroom, and Sue Good suggested that she could approach Martin Rhodes, the Director of the Scottish Fair Trade Forum, to speak at the event.

The Working Group then discussed the renewal of the Fairtrade status, and Sue Good and Alison Leslie advised that it would be acceptable for an action plan outlining the Fairtrade work planned by the City to be submitted towards achieving the renewal. They suggested that this could be submitted by the end of the year, and could outline the proposed way forward in terms of the Steering Group. The Chairperson noted that the renewal forms perhaps required to be amended since Fairtrade products were now much more mainstream, and the forms did not reflect their current status.

The Working Group then sought advice from the Clerk on the next steps for the Group, and the Clerk suggested that given the many suggestions made during the course of the discussion on how to take work forward, the Working Group might wish to hold one final meeting to allow for progress on the suggestions to be discussed, and work to be co-ordinated on the launch event and action plan.

The Working Group resolved:-

- (i) to recommend approval of option 3 to the Enterprise, Planning and Infrastructure Committee as parent Committee, but to convene a further final meeting of the Working Group to allow the Group to co-ordinate work towards a Steering Group launch event, and the preparation of the action plan for the renewal of the city's Fairtrade status;
- (ii) to request that members provide Alison Leslie with suitable contacts, to enable her write to various organisations and retailers to invite them to attend the Steering Group launch event, as well as to seek nominations for the new Group;
- (iii) to note the suggestion that Marie Curie Cancer Care and Macmillan Cancer Support be approached to ascertain if they would be willing to incorporate Fairtrade into their coffee mornings, and to note that Lorraine Bredin would contact the Co-Operative Group to see if funding was available for Fairtrade tea and coffee for such a coffee morning;
- (iv) to note that Ray Douglas had agreed that Fairtrade could be given a full page advert in the next Beach Ballroom brochure, and to request that he be provided with information and photographs for inclusion by July;
- (v) to note that the launch event, to include a light lunch, would be held at the Beach Ballroom in September or October, on a date to be confirmed by John Johnstone and Ray Douglas, and notified to members;

- (vi) to note that Sue Good would contact Martin Rhodes to request that he attend the launch event; and
- (vii) to agree that an action plan be the format used to support the renewal of Aberdeen's Fairtrade status, to incorporate the discussion at the meeting about the way forward for the new Steering Group and for Fairtrade work in the city.

DATE OF NEXT MEETING

4. It was agreed that the final meeting of the Working Group should be held in early September, once responses had been received to the invitation letter to be sent out by Alison Leslie, but that meantime, work should continue on the launch event.

- JENNIFER STEWART, Chairperson.

ENTERPRISE, PLANNING AND INFRASTRUCTURE

COMMITTEE BUSINESS

31 January 2012

<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.	Enterprise, Planning and Infrastructure Committee 26.11.09 article 18	<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>	<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.</p> <p>As per the update of 24 May funding has been secured for this financial year to enable development boundaries to be established.</p>	Head of Planning and Sustainable Development	Indicative Date 2011/2012	No report required this financial year

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2.	Enterprise, Planning and Infrastructure Committee 26.11.09 article 19	<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>	<p>At its meeting on 18 January, 2011, the Committee resolved:-</p> <p>(a) agree, in principle, the provisional programme for delivery of the ‘Access from the North’ integrated transport proposals;</p> <p>(b) instruct officers to continue discussions with BEAR and Transport Scotland regarding options on the trunk road network;</p> <p>(c) instruct officers to progress schemes from the full delivery list as priority and funding would permit, subject to consultation and referral to future Committees as required; and</p> <p>(d) to instruct officers to keep the Committee up to date with progress of the delivery plan as timescales might be amended subject to agreement of future years spend profiles of the Non-Housing Capital budget and other relevant sources of funding.</p> <p>Future updates will be provided as funding is identified for delivery of this programme. It is proposed to update Members on an annual</p>	Head of Planning and Sustainable Development	31.05.12	31.05.12

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			<p>basis on progress of the whole programme, with separate reporting should individual elements require further Committee decisions. Where key progress is made during the year, ad-hoc updates can be provided as part of the bulletin or included within the Strategic Transport projects update report. Progress will be reported in May 2012.</p>			
3.	<p>Housing and Environment Committee 16.02.10 article 20</p>	<p><u>Furnishings Contract</u> The Committee resolved to request officers to submit a report to the Enterprise, Planning and Infrastructure Committee exploring the possibility of the overall amendment of the Council's procurement procedures to take account of social enterprises etc.</p>	<p>At its meeting on 31 May 2010, the Committee resolved, amongst other things, to instruct officers within Corporate Governance to continue to work on the development of a robust corporate policy on the use of community benefit clauses within the Council's procurements, and that the policy be submitted to a future meeting of the Committee for approval.</p> <p>At its meeting on 13 September, 2011, the Committee noted that a report seeking approval of a guidance policy on delivering community benefits through procurement would be considered by the Corporate Policy and Performance Committee on 22 September, 2011, and that if approved, officers would report to the next meeting of the Enterprise,</p>	Head of Procurement	15.11.11	August 2012

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			<p>Planning and Infrastructure Committee with a user friendly guide to the policy specifically for this service.</p> <p>The Corporate Procurement Unit ("CPU") are taking a lead on community benefits and will shortly be providing officer training on this topic. Category Managers are now aligned to Services and this will allow them to provide a more tailored Service on issues such as community benefits. It is therefore thought that the CPU will be able to cater for the previously identified needs in respect of community benefits. An update report on the Council's use of the community benefit clauses will be submitted in the next 6-9 months to ensure that community benefit needs are being met.</p>			
4.	Enterprise, Planning and Infrastructure 23.02.10 article 27 Council Budget	<p><u>Aberdeen Western Peripheral Route – Progress Report</u></p> <p>The Committee resolved to instruct officers to provide a further report to the appropriate Committee during the procurement process providing an updated cost estimate and programme.</p>	<p>Following a hearing held in February/March this year into the legal challenge against the AWPR, Lord Tyre found in favour of the Scottish Minsters. An appeal has, however, now been made against Lord Tyre's judgement – on various, as yet unspecified, points of law – to the Inner House of the Court of Session. This will add further delay to the project as</p>	Head of Planning and Sustainable Development	Date can't be determined until the completion of the statutory procedure and the commence ment of the formal	

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	10.02.11	<p><u>General Fund Revenue Budget 2011/2012 and Indicative 2012/2013 to 2015/2016 Budget</u></p> <p>To instruct the Director for Enterprise, Planning and Infrastructure to enter into negotiations with the Scottish Government with a view to having the 3rd Don crossing delivered as part of the Aberdeen Western Peripheral Road Scheme and report back to the relevant Committee on the progress and outcome.</p>	<p>construction cannot commence until the appeal is heard and the outcome known. Scottish Ministers successfully lodged a motion with the Court of Session requesting Urgent Disposal of the appeal. This motion was granted and a 4 day hearing has been fixed for 13 - 16 December 2011. The appellant has intimated that he will be seeking a Protective Expenses Order (PEO) which, if successful, will place a monetary limit on any new liability in connection with the current appeal. He has also intimated that should he not be successful in obtaining a PEO he may be forced to withdraw his appeal. The Leader of the Council is due to meet the Minister to discuss issues relating to the delivery of the AWPR on 1st November. An AWPR progress and governance report is on the agenda.</p>		procurement process	

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5.	Enterprise, Planning and Infrastructure 20.04.10 article 24	<p><u>Justice Mill Lane</u></p> <p>The Committee resolved to request officials to carry out preliminary statutory consultation where a traffic order to provide for the proposals outlined in the report, to move street 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.</p>	<p>At its meeting on 13 September, 2011, the Committee resolved not to proceed with the current proposed traffic management proposal for Justice Mill Lane, and to request officers to further review the area and report back to the Enterprise, Planning and Infrastructure Committee with new traffic management proposals that would benefit pedestrians, cyclists and motorists, and preferably that this scheme would allow the area to remain two-way.</p> <p>The decision by the Committee will require substantial redesign work to be carried out and to commence the legal process again for the Traffic Regulation Order. Officers are currently reviewing the design of Justice Mill Lane and once complete will consult with the local councillors prior to being presented to the next Enterprise, Planning and Infrastructure Committee in May 2012.</p>	Head of Asset Management and Operations	31.01.12	31.05.12
6.	Enterprise, Planning and Infrastructure 18.01.11 article 17	<p><u>Community Digital Media Channel</u></p> <p>The Committee resolved, amongst other things, to instruct officers to seek external funding to progress with this project; and to receive regular updates on progress of this project.</p>	<p>Aberdeen City Council have been invited to participate in an advisory group being established by RGU to look at Smart Media and the management of digital assets. The potential of "cultural" assets being included within the remit of such work has been identified with</p>	Economic/ Business Development Project Director	24.05.11	31.05.12

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			<p>a view to utilising this technology to manage available content on an Aberdeen Digital Channel. If agreed a bid will be tabled for lottery (or alternative) funding to further develop this area of work.</p> <p>Such an approach will widen the opportunity for participation in the project and help to overcome issues around content provision within the channel deliverable.</p> <p>The UK Government has announced its intentions with regards the delivery of Local (broadcast) TV and has included Aberdeen as one of the potential areas to be included in any roll out. The Government will make available broadcast space in the spectrum and a potential for some support funding for Local TV channels through the license fee.</p> <p>A review of the findings of the original Community Digital Media Channel research will be undertaken in light of this intervention with a view to assessing whether the case for a broadcast channel is sufficiently improved as a result of this announcement as to make it a preferred option.</p>			

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7.	Enterprise, Planning and Infrastructure 18.01.11 article 18	<p><u>Update On The Numbers And Impact Of Economic Migrants On The City Of Aberdeen</u></p> <p>The Committee resolved, amongst other things, to instruct officers to submit a further report detailing the impact on services of migrants to a future meeting of the Committee.</p>	<p>A report will be submitted to a future committee on the findings of this review and proposals on delivery methods.</p> <p>Economic and Business Development have agreed to participate in a 4 year ESRC funded study into the experiences and prospects for long term integration/settlement of Eastern European migrants. The research is being led by Dr Sergei Shubin of the University of Aberdeen's School of Geography and Environment.</p> <p>At its meeting on 24 May, 2011, the Committee resolved to note that a report on this matter would be submitted to the Enterprise, Planning and Infrastructure Committee at its meeting on 13 September, 2011.</p> <p>The initial report contained data received from Scottish Gov. This data is collected on an annual basis and will not be avail till Oct 2011. The paper will be presented at the January 2012 committee to ensure this data is included.</p> <p>A bulletin report is available – recommended for removal.</p>	Economic/ Business Development Project Director	13.09.11	31.01.12 – Bulletin report

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8.	Enterprise, Planning and Infrastructure 15.03.11 article 4	<p><u>Minute Of The Meeting Of The Controlled Areas Parking Working Party</u></p> <p>The Committee resolved, amongst other things,</p> <p>(i) in relation to recommendation 2, that city centre residential permits be able to be used in Chapel Street, West North Street and Mearns Street off-street car parks during off-peak hours (i.e. 1800-0800hrs) and that officers report back to the Enterprise, Planning and Infrastructure Committee on the use of the lower ground floor of Denburn car park in the same regard as the above car parks;</p> <p>(ii) in relation to recommendation 5, to agree that a review of parking charges and entitlement set by other Council services be undertaken and reported to the Enterprise, Planning and Infrastructure Committee for consideration and possible revision;</p> <p>(iii) in relation to recommendation 6, to request officers to submit a detailed report on the</p>	<p>Officers were requested to report back on a number of issues which requires a considerable degree of investigation, survey work and staff input to complete the work.</p> <p>An update on these are as follows:-</p> <p>(i) The public advert for the required Traffic Regulation Order is about to be put out and the results should be reported to the committee on 31 January;</p> <p>(ii) All other relevant Services within ACC have been contacted to request details of the locations within their service where charging occurs and to request details of the charges applied. Officers are still awaiting a response and the review may return to the Committee at its meeting on 31 January, however it is more likely to be reported on 31 May 2012;</p> <p>(iii) In relation to resolution iii, work regarding the possibility of establishing a</p>	Head of Asset Management and Operations	13.09.11	31.01.12
						31.05.12
						Spring 2013

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		<p>possibility of establishing a city wide emissions-based permit system, on the proviso that such a proposal would be revenue neutral to the Enterprise, planning and Infrastructure Committee at its meeting on 13 September, 2011;</p> <p>(iv) in relation to recommendation 8, to request officers to submit a detailed report on the price of city centre residential permits per year and also on the creation of intermediate parking zones, with differential permit prices reflecting the premium for parking spaces to a future meeting of the Enterprise, Planning and Infrastructure Committee; and</p> <p>(v) in relation to recommendation 11, to request officers to submit a detailed report on the price of parking vouchers in the Foresterhill and Garthdee on-street zones, and that this include information on the financial implications, comparable charges, new payment technologies and the</p>	<p>city wide emissions-based permit system is ongoing; this will be considered at the Controlled Parking Areas - Working Party on 3 February 2012. Thereafter, the proposal will be developed in conjunction with the review of 2012/2014 parking charges to be undertaken in Autumn 2012 and reported to Committee in Spring 2013;</p> <p>(iv) This review may be reported to Committee at its meeting on 31 May;</p> <p>(v) The decision at the September 2011 committee was to request officers for further details and survey work to be carried out. It is intended that this report will be submitted to the Committee at its meeting on 31 January.</p>			<p>31.05.12</p> <p>31.01.12</p>

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		existing prices to a future meeting of the Enterprise, Planning and Infrastructure Committee.				
9.	Housing and Environment Committee 13/04/10 article 30	<u>Community Gardens Policy</u> The Committee resolved: to instruct the Director of Housing and Environment to report back in 2011 on progress with the implementation of the policy.	Work to implement the Community Gardens Policy was placed on hold while the City Council finalised its Openspace Strategy for Aberdeen. These two items are very closely linked. The Openspace Strategy is due to be put before Committee for final approval in September 2011. The Community Gardens Policy will then be reviewed, in conjunction with Environmental Services, to ensure it is fully in line with the new Strategy. A report will be put before Committee in the first quarter of 2012. A report will be put before Committee in the first quarter of 2012.	Head of Planning and Sustainable Development	10.05.11	31.05.12
10	Housing and Environment 12/01/11 article 29	<u>Environmental Strategy Progress Report</u> The Committee resolved: to instruct officers to provide this Committee with an annual update on environmental progress through the Scottish Climate Change declaration report format.	Referred by the Housing and Environment Committee. A report is on the agenda.	Head of Planning and Sustainable Development	31.01.12	31.01.12

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11	Enterprise, Planning and Infrastructure 13.09.11 article 4	<p><u>Driveway Application Appeals At 150 Bonnyview Drive And 40 Longview Terrace, Aberdeen</u></p> <p>The Committee resolved to defer consideration of both driveway applications until the next meeting of the Committee on 15 November, 2011, at which point officers should submit a new report containing information on the availability of spaces in the adjacent car park and whether either of the driveways could be established in such a way that two public car parking spaces were not lost.</p>	<p>At its meeting on 15 November, the Committee resolved to defer consideration of the applications until the next meeting of the Committee on 31 January, 2012.</p> <p>A report is on the agenda.</p>	Head of Asset Management and Operations	31.01.12	31.01.12
12	Enterprise, Planning and Infrastructure 13.09.11 article 24	<p><u>VisitScotland Funding 2011/2012 And Proposed Aberdeen Destination Marketing Organisation (DMO)</u></p> <p>The Committee resolved, amongst other things, to authorise the submission of a further report to Enterprise, Planning and Infrastructure Committee in September 2012, requesting ongoing council support for the Aberdeen DMO for the next 3-5 years, based on the transfer of existing resources (i.e. no new resources), and subject to the DMO Chief Executive and Board:-</p> <p>(1) producing an appropriate,</p>		Economic/ Business Development Project Director	September 2012	

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		<p>detailed and financially sustainable 3-5 year Business Plan; and</p> <p>(2) securing significant private sector cash contributions or other non-council income streams, equivalent to at least 20% of the DMO's total annual operating costs over the 3-5 year business plan period.</p>				
13	Enterprise, Planning and Infrastructure 13.09.11 article 24	<p><u>South Aberdeen Coastal Regeneration Project (SACRP) – Programme Developments</u></p> <p>The Committee resolved, amongst other things, agree to receive a report back to the Enterprise, Planning and Infrastructure Committee in the April/May 2012 cycle, linking coastal regeneration initiatives into the mainstream development of climate change adaptation strategies and flood risk management.</p>		Economic/ Business Development Project Director	31.05.12	
14	Enterprise, Planning and Infrastructure 13.09.11 article 31	<p><u>Natural Heritage and Archaeology Draft Supplementary Guidance Documents</u></p> <p>The Committee resolved, amongst other things, to agree that following completion of the relevant consultation, any comments received and subsequent amendments to the draft</p>	A report is on the agenda.	Head of Planning and Sustainable Development	31.01.12	31.01.12

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		Supplementary Guidance be presented to a future meeting of the Enterprise, Planning and Infrastructure Committee.				
15	Enterprise, Planning and Infrastructure 13.09.11 article 33	<u>North Dee – Development Update</u> The Committee resolved, amongst other things, to agree that relevant officers commence the initial design and related studies for the North Dee Controlled Parking Zone (NDCPZ), and to request officers to report back to the Enterprise, Planning and Infrastructure Committee on its feasibility and the results of the informal consultations, prior to the commencement of the legal process for the required Traffic Regulation Order.		Head of Asset Management and Operations	End of 2012	
16	Enterprise, Planning and Infrastructure 13.09.11 article 35	<u>Abbotswell Crescent/ Redmoss Road/ Berryden Road/ Bingham Road, Miltimber/ Brunswick Place/ Claymore Avenue/ Fonthill Road/ Greenfern School/ Hardgate/ Hermitage Avenue/ High Street/ Howe Moss Drive/ Mcdonald Court/ Morningfield Road/ Osborne Place/ Queens Road/ Riverside Drive/ Belgrave Mansion/ Scott Cassie Circle/ Cairn Road, Peterculter/ East North Street Car Park/ Loading Bays In The Green</u>	These schemes are about to go out to Initial Statutory, Should any objections be received then they will be reported back to the September 2011 committee, otherwise they will go straight out to public advert and be reported to the May 2012 committee.	Head of Asset Management and Operations	31.01.12	31.05.12

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		<p>The Committee resolved, amongst other things,</p> <p>(i) in respect of the proposal at Bingham Road, Milltimber, to request officers to extend the proposed “at any time” waiting restrictions to beyond the junction into Bingham Crescent and that it be advertised on this basis;</p> <p>(ii) to approve the proposals, in principle, and instruct officers to commence the necessary legal procedures of the preliminary statutory consultation for the traffic regulation orders as required, and if no significant objections were received, then to progress with the public advertisement and report the results to a future meeting of the Enterprise, Planning and Infrastructure Committee;</p> <p>(iii) instruct the appropriate officers to commence the combined statutory consultation for the traffic regulation order for the list of Blue Badge parking spaces and report back to a future meeting of the Enterprise, Planning and Infrastructure Committee; and</p> <p>(iv) to instruct officers to</p>				

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		<p>undertake the necessary process to revert two of the four existing loading bays in The Green to one on-street parking space and one disabled parking space.</p>				
17	Enterprise, and Infrastructure 13.09.11 article 39	<p><u>Greenbrae Cycle Project</u></p> <p>The Committee resolved, amongst other things, to instruct officers to report back to this Committee on an annual basis on progress/ impact and intermittently as legislative decisions required.</p>	Progress will be included in the Strategic and Local Transport Projects Update Report.	Head of Planning and Sustainable Development	September 2012	
18	Enterprise, and Infrastructure 13.09.11 article 41	<p><u>Blue Badge Reform</u></p> <p>The Committee resolved, amongst other things,</p> <ul style="list-style-type: none"> (i) to instruct officers to review the possible impact on the City Council's Green Badge scheme and to report back to a future meeting of the Committee following consultation with interested parties; and (ii) to instruct officers to review the staffing and resources necessary to support the Blue Badge Scheme following the implementation of reforms in January 2012. 		Head of Asset Management and Operations	31.01.12	31.05.12

<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	Audit and Risk 29/03/11 article 12	<p><u>Internal Audit - Summary of Audit Findings - Report by Pricewaterhouse Coopers</u></p> <p>The Committee resolved: to instruct officers to report on the following bodies to their relative Service Committee explaining why no Service Level Agreement was currently in place and to instruct the Service to establish a Service Level Agreement within a strict timeframe:</p> <ul style="list-style-type: none"> • Aberdeen Forward 	<p>Responsibility for Aberdeen Forward funding lies with Environmental Strategy.</p> <p>Transferred from the Housing and Environment Committee business statement.</p> <p>A report is on the agenda.</p>	Head of Planning and Sustainable Development	31.01.12	31.01.12
20	Enterprise, Planning and Infrastructure 15.11.11 article 16	<p><u>Supplementary Guidance: Householder Development Guide</u></p> <p>The Committee resolved, amongst other things, to agree that following completion of the relevant consultation, any comments received and subsequent amendments to the draft Supplementary Guidance be presented to a future meeting of the Enterprise, Planning and Infrastructure Committee.</p>		Head of Planning and Sustainable Development	31.05.12	
21	Enterprise, Planning and Infrastructure 15.11.11 article 17	<p><u>Technical Advice Note : The Repair And Replacement Of Windows And Doors</u></p> <p>The Committee resolved, amongst other things, to agree that following completion of the relevant consultation, any comments received and subsequent</p>		Head of Planning and Sustainable Development	31.05.12	

<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>
		amendments to the draft advice note be presented to a future meeting of the Enterprise, Planning and Infrastructure Committee.				
22	Enterprise, Planning and Infrastructure 15.11.11 article 18	<u>Supplementary Guidance : Wind Turbine Development In Aberdeen City</u> The Committee resolved, amongst other things, to agree that following completion of the relevant consultation, any comments received and subsequent amendments to the draft Supplementary Guidance be presented to a future meeting of the Enterprise, Planning and Infrastructure Committee.		Head of Planning and Sustainable Development	31.05.12	
23	Enterprise, Planning and Infrastructure 15.11.11 article 19	<u>Craigton Road, Huntly Street, Ivanhoe Place, Midstocket Lane, Queens Lane South, Roslin Place, Auchmill Road, Bedford Road And University Access Road, Foresterhill Road/Aberdeen Royal Infirmary Bus Interchange, North Balnagask Road</u> The Committee resolved:- (i) to approve the proposals, in principle, and instruct officers to commence the necessary legal procedures of the preliminary statutory consultation for the	These schemes are about to go out to Initial Statutory, Should any objections be received then they will be reported back to the September 2011 committee, otherwise they will go straight out to public advert and be reported to the May 2012 committee.	Head of Asset Management and Operations	31.05.12	

<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>traffic orders as required, and if no significant objections were received, then to progress with the public advertisement and report the results to a future meeting of the Enterprise, Planning and Infrastructure Committee; and</p> <p>(ii) to instruct officers to commence the combined statutory consultation for the traffic order for the list of Blue Badge parking spaces and report back to a future meeting of the Enterprise, Planning and Infrastructure Committee.</p>				

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ENTERPRISE, PLANNING AND INFRASTRUCTURE

MOTIONS LIST

31 January 2012

<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 Kevin Stewart MSP</u></p> <p>“That this Council agrees that a referendum on the future of Union Terrace Gardens be held after the City Garden design competition was completed, calls on officers to produce a report about the practicalities and costings of holding a postal ballot of all Aberdeen electors and asks officers to investigate sourcing funding for the referendum from bodies other than the Council.”</p>	29.06.11	<p><u>Enterprise, Planning and Infrastructure 13.09.11</u></p> <p>That subject to the addition of “in principle” following the word “agrees”, the terms of the motion be approved, and that the report on this matter also explore the possibility and practicality of young people, below the age of 18, being included in the referendum, and that this be reported to the next meeting of the Enterprise, Planning and Infrastructure Committee on 15 November, 2011.</p>	<p>At its meeting on 15 November the Committee resolved:</p> <p>(i) to note the contents of the report, and to thank officers for the considerable work which had gone into its preparation;</p> <p>(ii) to agree to refer the report to the consideration of Council on 14 December, 2011;</p> <p>(iii) to instruct officers to report to Council on 14 December, 2011, detailing the cost and feasibility of an independently conducted, statistically significant opinion poll as an alternative way of judging the level of public support for the project. This report should include the feasibility of including young people over</p>	<p>Economic/ Business Development Project Director</p>	15.11.11	Yes

<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>
				<p>the age of 16 or over in the sample, as well as information on the feasibility of holding a separate stand alone referendum for secondary school children;</p> <p>(iv) to instruct officers to produce a report for submission to Council on 1 December, 2011, seeking approval for the wording of the question(s) to be included in any opinion poll or referendum, and that this report be the subject of consultation with Aberdeen City Gardens Trust Ltd and the Friends of Union Terrace Gardens; and</p> <p>(v) to recommend to Council that should Mr Mike Shepherd, submit a further request for deputation to Council on 14 December,</p>			

<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>
2.	<p><u>Motion by Councillor Yuill</u></p> <p>“That Aberdeen City Council agrees to instruct officers to prepare a report on both the feasibility of developing, in partnership with Aberdeenshire Council and Perth and Kinross Council, a long distance footpath – The Royal Deeside and Perthshire Way – from Fittie to Perth via Deeside and ways in which this project might be funded.”</p>	27.04.11	<p><u>Enterprise, Planning and Infrastructure 13.09.11</u></p> <p>Amongst, other things, to request officers to participate in the Royal Deeside, Angus and Perthshire Way Steering Group which was already discussing the establishment of the “Pictish Way”, and that officers report back to the next meeting of the Enterprise, Planning and Infrastructure Committee regarding the terms of the motion, and in particular detailing the outstanding aspects required to establish and signpost the</p>	<p>2011, regarding this matter, that Council should agree to hear the request.</p> <p>A report was considered by Council and a decision made on 14 December 2011.</p> <p>Recommended for removal.</p> <p>A report is on the agenda.</p>	Head of Planning and Sustainable Development	31.1.12	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>
3.	<p><u>Motion by Councillor Yuill</u></p> <p>“That, given the ongoing difficulties caused by HGVs using Broomhill Road as a through route, Council instructs officers to report to the appropriate committee on the introduction of an ‘except for access’ weight or width restriction on some or all of Broomhill Road between Holburn Street and South Anderson Drive.”</p>	17.08.11	<p>proposed “Pictish Way”, as well as the financial cost of achieving this.</p> <p><u>Enterprise, Planning and Infrastructure 13.09.11</u></p> <p>To request officers to report on the terms of the motion to a future meeting of the Enterprise, Planning and Infrastructure Committee.</p>	<p>Additional surveys are required to be carried out and it is intended to submit a report to the Committee at its meeting on 31 January.</p> <p>A report is on the agenda.</p>	Head of Asset Management and Operations	31.1.12	Yes – to be decided on consideration of the report.
4.	<p><u>Motion by Councillor Yuill</u></p> <p>“That this Council instructs officers to report to the appropriate committee on the extension westwards to a point west of Northcote Road of the 30mph speed limit on</p>	17.08.11	<p><u>Enterprise, Planning and Infrastructure 13.09.11</u></p> <p>To request officers to report on the terms of the motion to a future meeting of the Enterprise, Planning and Infrastructure Committee.</p>	<p>The restrictions proposed by Councillor Yuill have already been promoted, however they were never implemented due to ongoing discussions with the International school. These restrictions have now become time restricted and additional surveys are required to be carried out. It</p>	Head of Asset Management and Operations	31.1.12	Yes – to be decided on consideration of the report.

<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>
	North Deeside Road, Mannofield.”			is intended to submit a report to the Committee at its meeting on 31 January. A report is on the agenda.			
5.	<u>Motion by Councillor Yuill</u> “That, given the ongoing difficulties caused by lorries using Morningside Road, Cranford Road and Duthie Terrace as through routes so as to avoid the junction of Great Western Road and South Anderson Drive, Council instructs officers to report to the appropriate committee on the introduction of an ‘except for access’ weight restriction on these roads plus that part of Hammerfield Avenue not already covered by such a restriction.”	17.08.11	<u>Enterprise, Planning and Infrastructure 13.09.11</u> To request officers to report on the terms of the motion to a future meeting of the Enterprise, Planning and Infrastructure Committee.	Additional surveys are required to be carried out and it is intended to submit a report to the Committee at its meeting on 31 January. A report is on the agenda.	Head of Asset Management and Operations	31.1.12	Yes – to be decided on consideration of the report.

<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>
6.	<p><u>Motion by Councillor Yuill</u></p> <p>“That, given the significant inconvenience and difficulties caused to householders and others by bollards opposite the entrance from Deeside Drive to the rear lane lying between the rear of properties on Deeside Drive and Deeside Crescent, Council instructs officers to report to the appropriate committee on the removal of these bollards.”</p>	17.08.11	<p><u>Enterprise, Planning and Infrastructure 13.09.11</u></p> <p>To request officers to report on the terms of the motion to a future meeting of the Enterprise, Planning and Infrastructure Committee.</p>	<p>Officers are required to liaise with the Public Utility companies and carry out some design work in relation to the Notice of Motion. It is intended that this work will be submitted to the Committee at its meeting on 31 January.</p> <p>A report is on the agenda.</p>	Head of Asset Management and Operations	31.1.12	Yes – to be decided on consideration of the report.
7.	<p><u>Motion by Councillor Farquharson</u></p> <p>“Council is asked to set up a working party to explore the possibility of changing the whole structure of traffic speed controls within the city of Aberdeen. Such a study should start from the principle of having all housing sub divisions</p>	6.10.11	<p><u>Enterprise, Planning and Infrastructure 15.11.11</u></p> <p>To request officers to submit a report on the terms of the motion to a future meeting of the Enterprise, Planning and Infrastructure Committee, and to agree that a Working Group should not be established for this purpose.</p>	<p>A report is on the agenda.</p>	Head of Asset Management and Operations	31.1.12	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>
	<p>designated as 20mph traffic zones within arterial or main roads being designated as 30 or 40mph maximum speed zones.</p> <p>The objective is to create standardisation in the interests of road safety and to alleviate confusion in the minds of drivers. This has become necessary due to the vast array of speed bumps, mandatory 20mph roads and advisory 20mph roads. As a result of these changes it is intended to educate the public in terms of safe driving. The working group should comprise Council officers and token Councillor representation, reporting to Council or Committee as necessary."</p>						

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ABERDEEN CITY COUNCIL

COMMITTEE :	Environment, Planning and Infrastructure
DATE:	31st January 2012
DIRECTOR:	Gordon McIntosh
TITLE OF REPORT:	Report following Councillor Yuill's motion at the September 2011 E, P and I Committee to introduce restrictions that would prevent heavy or large goods vehicles from using Broomhill Road as a through route.
REPORT NUMBER:	EPI/11/285

1. PURPOSE OF REPORT

This report responds to Councillor Yuill's notice of motion "That given the ongoing difficulties caused by HGVs using Broomhill Road as a through route, Council instructs officers to report to the appropriate committee on the introduction of an "except for access" weight or width restriction on some or all of Broomhill Road between Holburn Street and South Anderson Drive."

2. RECOMMENDATION(S)

It is recommended that given the strategic importance of Broomhill Road within the road network and hierarchy the Committee agree that a weight or width restriction would not be appropriate.

3. FINANCIAL IMPLICATIONS

There are no implications for the recommendation above however the introduction of advance warning signs and illuminated signs covering the affected roads leading to Broomhill Road would be in the region of £30,000

4. OTHER IMPLICATIONS

Implementing a restriction of this magnitude over a road of this importance will have significant implications for Transport Scotland and their ability to manage the trunk road traffic management under major emergency conditions.

It is likely that they will put forward a strong objection to this proposal.

5. BACKGROUND/MAIN ISSUES

- 5.1 At the meeting of this Committee on 13th September 2011 a motion from Councillor Yuill was considered:

“That given the ongoing difficulties caused by HGVs using Broomhill Road as a through route, Council instructs officers to report to the appropriate committee on the introduction of an ‘except for access’ weight or width restriction on some or all of Broomhill Road between Holburn Street and South Anderson Drive”

This committee subsequently instructed officers to report on the terms of the motion to a future meeting of the Enterprise, Planning and Infrastructure Committee.

- 5.2 Over the years there have been a number of residential complaints and inquiries regarding the number of Heavy Goods Vehicles (HGVs) using Broomhill Road and the possibility of limiting their access.
- 5.3 Surveys carried out in the past have shown that there is a relatively high usage of Broomhill Road by HGVs but that this is restricted mainly to the peak flow hours. Although this usage was at the higher end of the desired level, the percentage of HGVs has always been below or around this pre-determined level.
- 5.4 Broomhill Road is a district distributor road leading in to the city from the south-west serving a large residential area, but also providing access to numerous commercial and retail properties along its length. These retail premises require regular deliveries, some of which require HGV access ie vehicles over 11.5m in length. Although these vehicles would still be eligible to access these premises under the ‘except for access’ exemption, they will also form a significant proportion of the HGVs recorded in the surveys detailed in the table below.
- 5.5 The following table gives an indication of the volume of traffic currently using this road during the week (excluding week-ends) with the number and percentage of HGVs over 11.5m also recorded. These surveys were carried out in November of this year. They are representative of a normal working week and provide a clear indication of the strategic importance of this route.

Number of vehicles: 7:00am to 7:00pm daily					
	Total vehicle numbers (inc HGVs)				
	Eastbound	Westbound	Combined	No of HGVs combined	(%) HGVs
Mon	3524	3042	6566	203	3.1
Tues	3830	2995	6825	262	3.8
Wed	No data available				
Thurs	3919	3100	7019	264	3.8
Fri	4191	3255	7446	395	5.3

- 5.6 Broomhill Road also forms part of the No 1 and 2 bus routes which travel from the City Centre and extends beyond the Robert Gordon University in Garthdee to Auchinyell Road. It caters for a large number of students attending the University as well as residents within the area. This service runs every 12 minutes throughout the peak travel times, on average 12 vehicles an hour. These buses, although exempt from the proposed restriction, form a significant percentage (50% - 80% dependent on the time of day) of the recorded HGVs in the above table.
- 5.7 This road also has an important part to play in the recently formed strategic emergency traffic management plan, **“Major Incident - Anderson Drive - Diversion Plan”**. This plan results from work carried out with the emergency services, and Bear (Scotland) to identify diversion routes during major incidents on the A90(T), (North of the Bridge of Dee). These routes are required to ensure the free flow of traffic should the A90(T) be closed at any point along its length.
- 5.8 Broomhill Road forms a part of a number of these diversion routes and as such will be required to take HGVs from the A90, possibly in both directions, if an incident on this scale occurs.
- 5.9 There are a number of vehicles currently using the Broomhill Road, Great Southern Road route south during the evening peak hours as a legitimate alternative route to avoid the congestion at the South Anderson Drive / Holburn Street / Garthdee Road roundabout. Of these vehicles, a percentage are HGVs, however, the numbers are relatively low in comparison to the total number of HGVs taking access to Broomhill Road to serve local premises.
- 5.10 It would be prudent to highlight the issues surrounding enforcement of a weight/width restriction. These are restrictions that can only be enforced by Grampian Police and only through a police presence. There are no reasonable means of self-enforcement. For such restrictions to be adhered to would require a considerable investment of police resources and failure to adequately enforce would render the restriction ineffective and contribute to bringing these types of restrictions into disrepute.
- 5.11 As with similar restrictions elsewhere in the city, restricting HGV access along one street results in these vehicles choosing alternative routes. It would be comforting to think that drivers would automatically revert to using the trunk road and join the existing queue from the Holburn Street/South Anderson Drive/Garthdee Road roundabout and accept the extended journey time. The reality, however, is likely to be different and would be counter-productive if these drivers then choose to use a less suitable road in a further attempt to reduce journey times.

- 5.12 The diversion of HGVs to other routes will add to the congestion experienced and increase delays to all traffic putting pressure on all vehicles to seek alternative via residential streets.
- 5.13 This issue of HGV restriction stems mainly from the desire of drivers, (in particular HGV drivers), to avoid traffic congestion at the Holburn Street/South Anderson Drive/Garthdee Road roundabout. It is worth noting that the traffic modeling, carried out as part of the assessment of the Western Peripheral Route, suggests a substantial reduction in the volume of traffic using the A90 and in turn the congestion at this roundabout. With reduced congestion then it is reasonable to expect that there will be less need to find alternative routes whilst travelling south.
- 5.14 In summary, Broomhill Road plays a major role in the hierarchy of the roads network in Aberdeen. It serves as a major link to the retail and commercial section in the centre of the city and as such is required take an appropriate level of HGV traffic. A major restriction such as this will also have far-reaching effects on the surrounding road network
- 5.15 Taking the above into consideration, it is recommended that no further action is taken with regard to either weight or width restrictions on Broomhill Road

6. IMPACT

- 6.1 The content of the report meets with the local Community Plan objectives to continually improve road safety and maximize accessibility for all modes of transport

7. BACKGROUND PAPERS

N/A

8. REPORT AUTHOR DETAILS

Ruth Milne
Technical Officer,
rumilne@aberdeencity.gov.uk
(01224) 538052

Consultees comments

Council Leader	Councillor Callum McCaig – has been consulted
Convenor	Councillor Kate Dean – has been consulted
Vice Convenor	Councillor John Corall – has been consulted

<u>Local Members</u>	email 23/12/2011
Councillor George Adam	Has been consulted
Councillor Yvonne Allan	Has been consulted
Councillor Marie Boulton	Has been consulted
Councillor Bill Cormie (Depute Provost)	Has been consulted
Councillor Barney Crocket	Has been consulted
Councillor Martin Greig	Has been consulted
Councillor Muriel Jaffrey	Has been consulted
Councillor Alan Milne	Has been consulted
Councillor George Penny	Has been consulted
Councillor Richard Robertson	Has been consulted
Councillor John West	Has been consulted
Councillor John Stewart	Has been consulted
Councillor Kevin Stewart	Has been consulted
Councillor Jillian Wisely	Has been consulted
Councillor Ian Yuill	<i>Has been consulted and does not agree with the recommendations. He remains of the view that a weight or width restriction should be introduced on some or all of Broomhill Road between Holburn Street and South Anderson Drive.</i>
Councillor Irene Cormack	<i>Has been consulted and has no comments</i>
Councillor Alan Donnelly	Has been consulted
Councillor James Kiddie	Has been consulted
Councillor Neil Cooney	Has been consulted
Councillor Mark McDonald	Has been consulted
Councillor Jennifer Laing	Has been consulted
Councillor Len Ironside	Has been consulted
Lord Provost Peter Stephen	Has been consulted
Councillor Wendy Stuart	Has been consulted
Councillor Gordon Townson	Has been consulted
Councillor Neil Fletcher	Has been consulted
Councillor Kirsty West	Has been consulted
Councillor Aileen Malone	Has been consulted
Councillor Neil MacGregor	Has been consulted
Councillor Jackie Dunbar	Has been consulted
Councillor Gordon Graham	Has been consulted
Councillor Andrew May	Has been consulted
Councillor James Hunter	Has been consulted
Councillor Norman Collie	Has been consulted
Councillor Jim Noble	Has been consulted
Councillor Gordon Leslie	Has been consulted
Councillor John Reynolds	Has been consulted
Councillor Jim Farquharson	Has been consulted
Councillor Jennifer Stewart	Has been consulted
Councillor Willie Young	Has been consulted

Council Officers

Barry Jenkins, Head of Finance, Resources – *has been consulted and has no comments*

Jane MacEachran, City Solicitor, Continuous Improvement - has been consulted

Ciaran Monaghan, Head of Service, Office of Chief Executive - has been consulted

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - *is in agreement with the recommendations of this report.*

Hugh Murdoch, Head of Service, Shelter and Environment – *has been consulted and made minor alterations.*

Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership – *has been consulted and is in agreement with the recommendations within this report.*

Mike Cheyne, Roads Manager - has been consulted

Neil Carnegie, Community Safety Manager - has been consulted

Dave Young, Account Manager, Service, Design and Development - has been consulted

Kathryn McFarlane, Service Co-ordinator

Allison Swanson, Committee Services

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Report following Councillor Yuill's motion at the September 2011 E, P & I Committee to introduce restrictions that would deter Heavy Goods Vehicles from using Morningside Road, Cranford Road and Duthie Terrace as through routes.
REPORT NUMBER:	EPI/12/041

1. PURPOSE OF REPORT

This report considers Councillor Yuill's motion "That, given the ongoing difficulties caused by lorries using Morningside Road, Cranford Road and Duthie Terrace as through routes so as to avoid the junction of Great Western Road and South Anderson Drive, Council instructs officers to report to the appropriate committee on the introduction of an 'except for access' weight restriction on these roads plus that part of Hammerfield Avenue not already covered by such a restriction."

2. RECOMMENDATION(S)

It is recommended that

- a) given the low volume of Heavy Goods Vehicles (HGVs) using Morningside Road, Cranford Road and Duthie Terrace, the introduction of a restriction on such vehicles, and the level of resources required to ensure compliance with any order, the Committee agrees to take no action at this time.
- b) Committee instructs officers to continue monitoring the level of usage of these roads by HGVs on an annual basis to identify when any restrictions would be required.

3. FINANCIAL IMPLICATIONS

Given the above recommendation there would be no significant financial implications. However, if a restriction on HGVs was to be introduced, the illuminated signs and advance warning signs associated with a restriction would cost in the region of £7500.

4. OTHER IMPLICATIONS

None

5. BACKGROUND/MAIN ISSUES

- 5.1 At the meeting of this committee on 13 September 2011 a motion by Councillor Yuill on the following terms was considered: -

“That, given the ongoing difficulties caused by lorries using Morningside Road, Cranford Road and Duthie Terrace as through routes so as to avoid the junction of Great Western Road and South Anderson Drive, Council instructs officers to report to the appropriate committee on the introduction of an ‘except for access’ weight restriction on these roads plus that part of Hammerfield Avenue not already covered by such a restriction.”

In turn, this Committee instructed officers to report on the terms of the motion to a future meeting of the Enterprise, Planning and Infrastructure Committee.

- 5.2 The roads concerned are residential in nature, albeit there are notable businesses / facilities in the area such as Tesco, Aberdeenshire Cricket Club, Aberdeen Squash Racquets Club etc. Vehicles using these roads are subject to a 20mph mandatory speed limit with associated traffic calming road humps.

The following table gives an indication of the volume of traffic using these roads on an average working day. The data within the table was collected in November 2011.

	Weekday average vehicles per hour					
	7am to 7pm (12 hour period)		8am to 9am (am peak)		4pm to 6pm (pm peak)	
	Southbound	Northbound	Southbound	Northbound	Southbound	Northbound
Morningside Road	93	111	110	138	121	156
Duthie Terrace	15	36	15	53	19	45
Cranford Road	47	34	78	32	53	52

- 5.3 The traffic calming measures are proving effective with surveys indicating the following.

Average 85 percentile vehicular speeds		
	Northbound	Southbound
Morningside Road	26mph	25mph
Duthie Terrace	23mph	22mph
Cranford Road	20mph	20mph

**The 85 percentile speed is the speed at which 85% of the total number of recorded vehicles was travelling at or below.*

- 5.4 The following table indicates the weekday average vehicles per hour, exceeding 11.5m in length, recorded between 7am and 7pm. Vehicles exceeding 11.5m in length typically include Articulated HGVs, Rigid HGVs and Buses.

Weekday average vehicles per hour in both directions that exceed 11.5m in length (Typically Articulated Heavy Goods Vehicles, Rigid Heavy Goods Vehicles and Buses)	
	7am to 7pm (12 hour period / vehicles per hour)
Morningside Road	1
Duthie Terrace	4
Cranford Road	11

It will be noted that there will also be occasional vehicles such as construction related vehicles, refuse vehicles and certain types of rigid vehicles that exceed 7.5 tonnes, but are less than 11.5m in length.

- 5.5 It is fair to assume that there will be a number of drivers who choose to travel on these roads to avoid congestion at the South Anderson Drive / Great Western Road signal controlled junction and a proportion of these will be HGVs. When considering the overall volumes of traffic, it can be seen from the survey that the numbers of HGVs are low in percentage. Moreover, a proportion of these HGVs will be taking legitimate access for occasions such as delivering goods, refuse/recycling collections and removals.
- 5.6 The introduction of a restriction (with except for access) is in theory the ideal deterrent to mitigate the number of HGVs using such roads as through routes. However, from practice, the effectiveness of such is dependent on sustaining an adequate level of enforcement.
- 5.7 When considering enforcement, a significant police resource would be needed to ensure compliance. The time associated with surveillance and prosecution is considerable and it is highly unlikely Grampian Police would allocate an effective resource when taking into account other priorities.

- 5.8 As indicated earlier, the traffic calming measures on these roads are proving effective, with the range of recorded speeds in keeping with those expected after the installation of such measures. A scan of collisions recorded by Grampian Police over the three year period 2008 to 2010 indicates there have been no incidents that involved a vehicle greater than 7.5 tonnes.
- 5.9 With regard to the maintenance and structure of these roads, the low level of HGVs would not be expected to cause any significant problems and the level of wear over time would be in keeping with similar roads.
- 5.10 The noise generated by HGVs has also been highlighted as a concern for residents. In this respect, while traffic calming measures have been proven to reduce the traffic noise associated with light traffic, there can be a rise in the intermittent noise levels associated with HGVs traversing road humps. However, the number of HGVs would not be considered significant in this context and as they pass during the course of the working day, it is thought any noise or disturbance would be within tolerable levels and comparable to many other similar streets within the road network.
- 5.11 As this issue has arisen as a result of some drivers using these roads to avoid the South Anderson Drive / Great Western Road signal controlled junction, it is worth considering the effect of the planned Aberdeen Western Peripheral Route. Computer modeling has suggested in the first year of opening the volume of traffic on Anderson Drive will reduce by 22%, with vehicles of the goods class falling by 28%. These falls are highly significant and in turn traffic flow at the Great Western Road / South Anderson Drive junction would be improved. Accordingly the effect on surrounding streets would be twofold; drivers would be less inclined to use surrounding streets to avoid the junction and given the substantial reduction of HGVs on Anderson Drive, it is likely any continuing through traffic would be of the light vehicle type e.g. cars, motorcycles etc.
- 5.12 In conclusion, whilst the number of Heavy Goods Vehicles using Cranford Road is greater than that anticipated for a residential road of this nature, the overall figure may not be considered to warrant action at this time. Nonetheless, it is intended that surveys should be carried out on an annual basis to monitor the number of HGVs using these roads.

6. IMPACT

6.1 This report will be of interest to the residents/proprietors on the roads concerned.

6.2 There are links to the Single Outcome Agreement in terms of living life free of crime, disorder and danger and to live in well designed, sustainable places where we are able to access the amenities and services we need.

7. BACKGROUND PAPERS

Traffic Calming - Local Transport Note 01/07 (March 2007).
Department for Transport.

9. REPORT AUTHOR DETAILS

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Technical Officer
Road Safety & Traffic Management Team
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Consultee Comments

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Kate Dean – Email sent 21/12/2011

Vice Convener: Councillor John Corall – Email sent 21/12/2011

Local Members

Councillor Ian Yuill	Email sent 21/12/2011 – Cllr Yuill does not agree with the recommendations and believes an 'Except for access' weight restriction should be introduced on Morningside Rd, Cranford Rd, Duthie Terr and Hammersfield Ave.
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Councillor Jillian Wisely	Paper copy sent 21/12/2011
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Councillor Gordon Townson	Email sent 21/12/2011
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Council Officers

Barry Jenkins, Head of Finance, Resources – ***has been consulted***

Jane MacEachran, City Solicitor, Continuous Improvement – ***has been consulted***

Ciaran Monaghan, Head of Service, Office of Chief Executive – ***has been consulted***

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure – ***has been consulted***

Hugh Murdoch, Head of Service, Asset Management and Operations – ***has been consulted***

Mike Cheyne, Roads Manager – ***has been consulted***

Dave Young, ICT, Enterprise Planning and Infrastructure – ***has been consulted***

Kathryn McFarlane, Service Co-ordinator

Allison Swanson, Committee Services

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31st January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Notice of Motion from Councillor Yuill – ‘That given the significant inconvenience and difficulties caused to householders and others by bollards opposite the entrance to Deeside Drive to the near lane lying between the rear of properties on Deeside Drive and Deeside Crescent, Council instructs officers to report to the appropriate committee on the removal of these bollards.’
REPORT NUMBER:	EPI/12/001

1. **PURPOSE OF REPORT**

This report provides information to members of the Committee in relation to Councillor Yuill’s notice of motion regarding the request for bollards opposite the lane that runs parallel to Deeside Gardens to be removed on Deeside Drive to allow vehicles to exit from the lane.

2. **RECOMMENDATION(S)**

It is recommended that the Committee:

1. Note the content of this report.
2. Agree that no further action should be taken with regard to the removal of the bollards due to the associated costs of the works.

3. **FINANCIAL IMPLICATIONS**

- 3.1 There are no financial implications as a result of the recommendation from this report.
- 3.2 Should the bollards be removed, funding would require to be made available and a source identified. An estimate for the total costs to remove the bollards, construction of a new access and upgrade of the footway is £19,000.

4. OTHER IMPLICATIONS

None.

5. BACKGROUND/MAIN ISSUES

5.1 Background

At its meeting on 13th September 2011 the Enterprise, Planning and Infrastructure committee considered a notice of motion raised by Councillor Yuill "That, given the significant inconvenience and difficulties caused to householders and others by bollards opposite the entrance to Deeside Drive to the rear lane lying between the rear of properties on Deeside Drive and Deeside Crescent, council instructs officers to report to the appropriate committee on the removal of these bollards".

There are a number of properties on Deeside Gardens and Deeside Crescent that back onto this lane where the majority of garages exit onto the lane. During the winter period many residents encounter difficulty exiting onto the Deeside Drive via the inset road as this road is rarely gritted and on a relatively steep gradient uphill towards North Deeside Road.

There is currently a footway with two bollards at the end of this lane between Deeside Drive and the inset road (see plan Appendix 1). However this section of footway is not capable of taking vehicular loading and would require to be upgraded to protect the existing British Telecom cables.

5.2 Proposal

Following an approach by residents, Councillor Yuill requested that the bollards situated on this footway be removed to allow residents to exit directly onto Deeside Drive at the end of this lane to alleviate difficulties of access during periods of winter inclement weather.

To allow vehicles to exit at this point would require the junction to be realigned and depth of construction upgraded to the standards of a carriageway. Details are shown in Appendix 2. This work would require the footway to be widened into the grass verges and would have a cost implication and the estimated cost for the works is £10,000.

Within the existing footpath it has been identified that there is British Telecom services and concrete chamber in the footway and surrounding grass verges. Therefore to reconstruct the footpath to a carriageway standard would require the replacement of the service chamber to a carriageway box standard, and due to the shallow depth of the BT duct and cabling it will be necessary to lower and protect the

services with a reinforced concrete mat. This work would also have an additional cost implication with an estimated cost for this works at £9,000.

5.3 Conclusion

The problems residents face during periods of severe winter weather is understandable, however this issue is similar to many other roads around the City with similar gradients. The residents do have an alternative during these short periods of severe winter periods which is to park on-street on Deeside Gardens / Drive and Deeside Crescent where the carriageway is gritted more regularly, as Deeside Drive is classed as priority 1 by our Winter Maintenance Team.

When taking all matters into consideration and the short term alternative for residents to park on Deeside Gardens / Drive and the cost of the proposed works would not be justified at this time.

6. **IMPACT**

- 6.1 The content of the report meets with the local Community Plan objectives to continually improve road safety and maximize for pedestrians and all modes of transport.

7. **BACKGROUND PAPERS**

Minute of Enterprise, Planning & Infrastructure Committee meeting, 13th September 2011.

8. **REPORT AUTHOR DETAILS**

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Consultee Comments

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Kate Dean – Email sent 21/12/2011

Vice Convener: Councillor John Corall – Email sent 21/12/2011

Local Members

Councillor Ian Yuill	Email sent 21/12/2011 and does not agree with the recommendations made by Officers. Councillor Yuill would also like to point out that he never requested an access to be reconstructed but simply for the bollards to be removed.
Councillor Jillian Wisely	Email and paper copy sent 21/12/2011
Councillor Gordon Townson	Email sent 21/12/2011

Council Officers

Barry Jenkins, Head of Finance, Resources – ***has been consulted***

Jane MacEachran, City Solicitor, Continuous Improvement – ***has been consulted***

Ciaran Monaghan, Head of Service, Office of Chief Executive – ***has been consulted***

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure – ***has been consulted***

Hugh Murdoch, Head of Service, Asset Management and Operations – ***has been consulted***

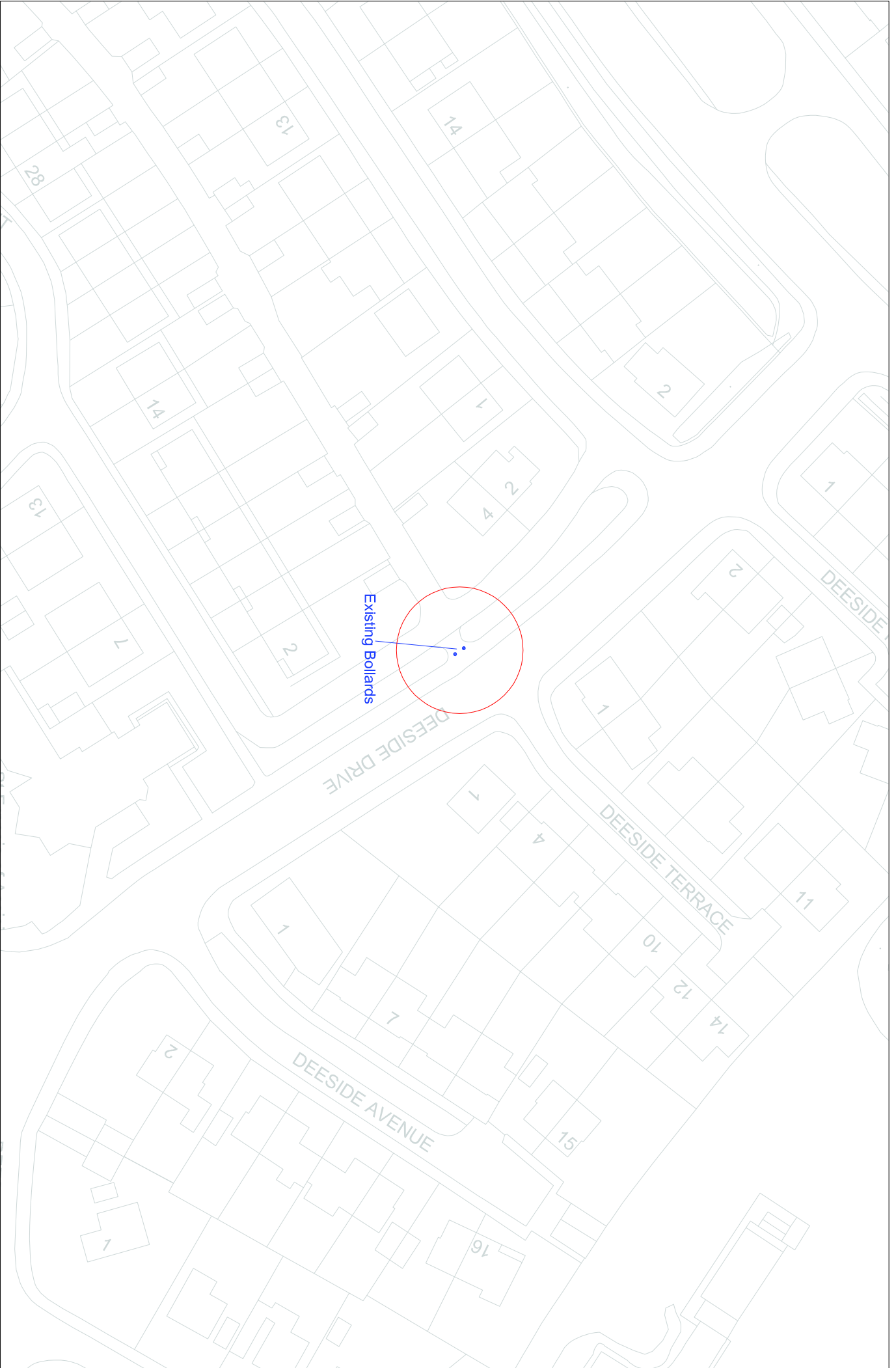
Mike Cheyne, Roads Manager – ***has been consulted***

Dave Young, ICT, Enterprise Planning and Infrastructure – ***has been consulted***

Kathryn McFarlane, Service Co-ordinator

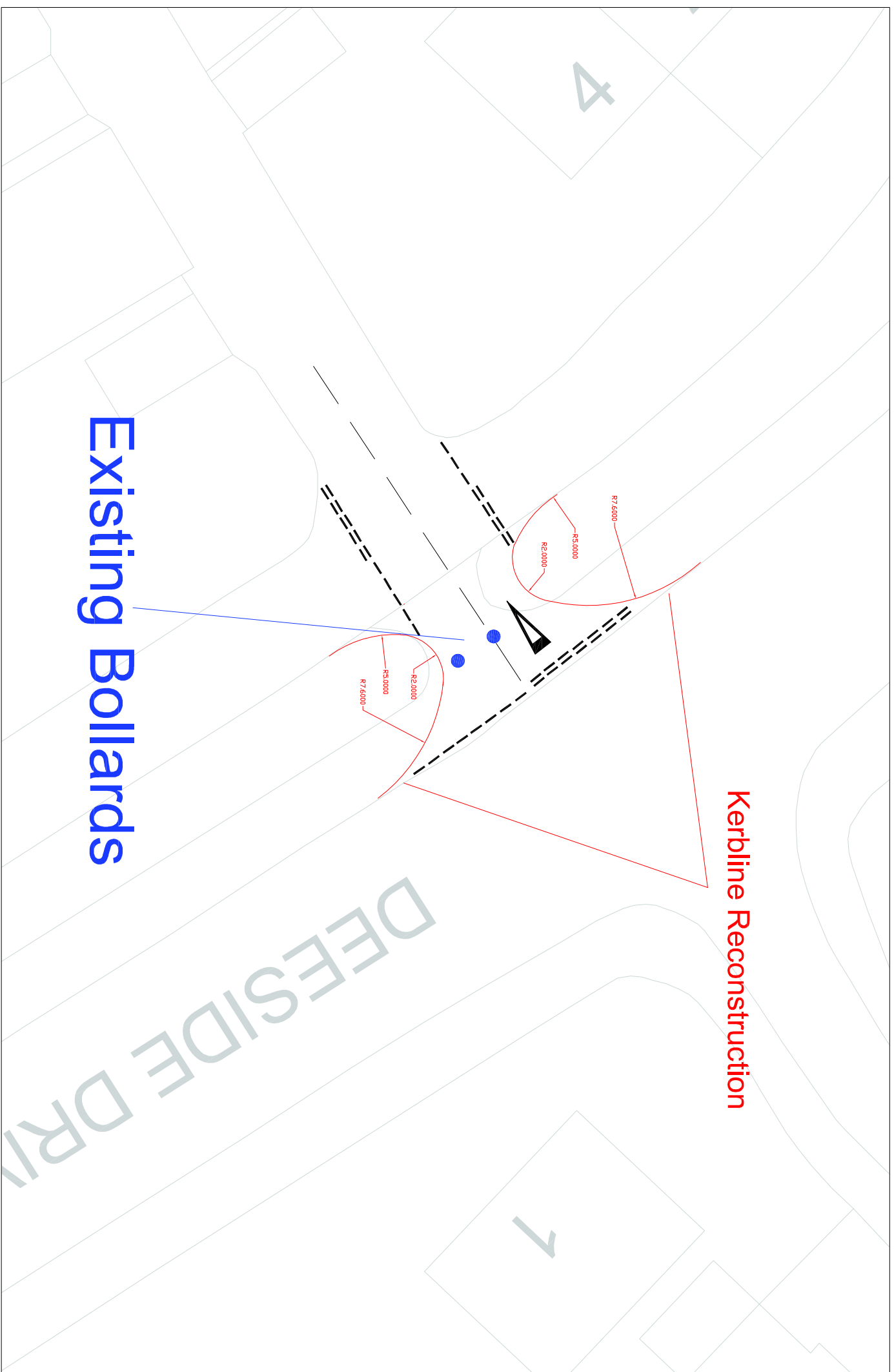
Allison Swanson, Committee Services

Deeside Drive - Existing bollards



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Deeside Drive - Existing bollards



Existing Bollards

Kerbline Reconstruction

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	The Pictish Way
REPORT NUMBER:	EPI/12/030

1. PURPOSE OF REPORT

This report is in response to Councillor Ian Yuill's Motion to this Committee on 13th September 2011 about the creation of a new long distance path route, the Pictish Way, between Aberdeen and Perthshire.

2. RECOMMENDATION(S)

1. Note the content of this report
2. Instruct officers to monitor developments on the Pictish Way by partners and attend Steering Group meetings (so far held in Forfar) where resources allow.
3. Instruct officers to report back to this Committee after the summer recess on the findings of a report that Angus Council intend to commission into the development of the route.

3. FINANCIAL IMPLICATIONS

Within Aberdeen City development of the route would largely relate to promotion and/or signage, as the majority of the route is in place. However further information on who the route will be for, how and when it will be used and therefore the facilities and standards that will be required is necessary before a full picture of the likely costs can be obtained. There are several sources of funding for route development, improvement and promotion, however as the Pictish Way within Aberdeen would follow an already developed and promoted route, it may be unlikely that these bodies would be willing to fund additional branding. However other funding sources, such as private sector sponsorship or Scottish Enterprise may be willing to invest in the route. The project will have revenue budget implications in terms of staff time and there may be an expectation of some contribution in the future towards joint promotion of the route such as website development and maintenance. No further information on this is available at present.

4. OTHER IMPLICATIONS

There are no other implications.

5. BACKGROUND/MAIN ISSUES

- 5.1 At its meeting of 13th September 2011 this Committee approved Councillor Ian Yuill's Motion *"amongst other things, to request officers to participate in the Royal Deeside, Angus and Perthshire Way Steering Group which was already discussing the establishment of the "Pictish Way", and that officers report back to the next meeting of the Enterprise, Planning and Infrastructure Committee regarding the terms of the motion, and in particular detailing the outstanding aspects required to establish and signpost the proposed "Pictish Way", as well as the financial cost of achieving this"*.
- 5.2 The proposal for a new long distance route from Aberdeen to Perth was initiated by Councillor Ian Yuill and Councillor Bob Ellis of Perth and Kinross Council. This was later amended to Pitlochry rather than Perth as a start/finish point by a wider working group. The intention is for the Way to be promoted primarily as a walking route. It is envisaged that the walk would take approximately five days to complete with a total length of 107 miles.
- 5.3 In August 2011 a Royal Deeside, Angus & Perthshire Way Steering Group was initiated, which has since been renamed The Pictish Way Steering Group and widened to involve all of the access authorities affected by the project: Perth and Kinross Council, Angus Council, Cairngorm National Park Authority, Aberdeenshire Council and Aberdeen City Council.
- 5.4 Initial identification of a route was undertaken by Councillor Bob Ellis of Perth and Kinross Council, who concluded that useable paths already exist for most of the route except for a stretch near Pitlochry, and that there may be landowner issues on the section through the Balmoral Estate. Upgrading or path repairs will be necessary on some sections within Angus Council's area. Over and above this, signing or waymarking is required for some sections not already signed, and for the whole route if specific Pictish Way branded signage is necessary. Web-based promotion will also need to be developed.
- 5.5 Although Aberdeen's section of the route is relatively straightforward, in that it is envisaged that most of it would follow the existing Deeside Way, no specific route has been identified between Footdee and the start of the Deeside Way at Duthie Park. The main action for Aberdeen's section would be the installation and maintenance of signage, unless the use of virtual waymarking is intended, with an internet-based format.

- 5.6 In route development terms it is important that paths are fit for purpose. In establishing what a route's purpose is, it is necessary to take into consideration the likely and target users; their expectations, skills, experience, mode of travel, as well as factors such as likely length of stages, and therefore accommodation and facilities available, and expected level of use.
- 5.7 In order to identify demand for the route, a questionnaire was developed for gathering views on the proposal at the Outdoors Show held in Glasgow in October 2011. This showed a positive response to the concept. However given that the route varies greatly in type – from urban, through lowland to mountain terrain, it is necessary to carry out more specific and targeted research in order to ensure that the route is successful. Potential or target users will need to be prepared, or aware of which stages of the route they intend to attempt, and equipped for these, and appropriate support facilities will need to be in place. Such facilities could include accommodation availability and access / transport, baggage transfer (which needs to offer a service between Ballater and Glen Clova) transport to and from the start/end points or key stages.
- 5.8 As a concept, the development of a new long distance route starting or ending in Aberdeen would appear to offer economic development benefits to the city, through generating visitors. It is important however that the development of the route is well thought out, provides a good quality visitor experience and that all route issues, such as land ownership, maintenance, facilities and promotion are addressed at the outset for the entire route. This is necessary in order to avoid piecemeal implementation and weakening the brand by promoting an incomplete product.
- 5.9 A feasibility study that Angus Council intend to commission (with funding that they have access to from an EU project) will consider whether the route in its entirety is possible, whether there is demand for it and will detail the works required to bring it up to a fit for purpose standard. This will include identifying land ownership, any likely access issues, waymarking / promotional requirements, necessary path improvements, costs, responsibilities for ongoing maintenance and accommodation and baggage handling issues. It is Angus Council's intention that this study be completed by 31st March 2012.

6. IMPACT

The Single Outcome Agreement's Wealthier and Fairer outcome is most directly relevant to this report, as the Pictish Way could attract leisure tourists to the city, although none of the actions listed in the SOA relate to such a project. This also relates to the Vibrant, Dynamic and Forward Looking objective of Aberdeen being an even more attractive place in which to do business. This could support the EP&I

service priority within the 5 Year Business Plan of encouraging future economic and business development in the city. The project is not specified as a priority within the Service Plan.

7. BACKGROUND PAPERS

9. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE Enterprise Planning and Infrastructure

DATE 31st January 2012

DIRECTOR Gordon McIntosh

TITLE OF REPORT Notice of Motion – Councillor Farquharson
Traffic Speed controls

REPORT NUMBER: EPI /12/ 018

1. PURPOSE OF REPORT

This report responds to the Notice of Motion by Councillor Farquharson which requested that a working group be established “to explore the possibility of changing the whole structure of traffic speed controls within the city of Aberdeen “ .

The report outlines the issues related to the review of speed limits city wide, the ongoing work being carried out by officers and provides guidance on the resource and timescales that is needed to carryout this major undertaking.

2. RECOMMENDATION(S)

It is recommended that the committee instruct officers to undertake a review of speed limits in residential areas in conjunction with the review of A&B class roads and to note that the completion of this task is expected in the autumn of 2012.

3. FINANCIAL IMPLICATIONS

A staffing resource would have to be identified and a budget for the necessary study identified. The cost of the study would be in the order of £25000 and take into account survey and data gathering required for a study of this nature.

Further costs would be identified in the study for the implementation of any works and is potentially significant.

4. OTHER IMPLICATIONS

The allocation of staff from existing duties will impact on the priorities of the traffic management team with current works reprioritised and delayed

5. BACKGROUND/MAIN ISSUES

- 5.1 Reference is made to the minute of the committee of the 15th November 2011 wherein officers were instructed to report on the terms of the Notice of Motion presented by Councillor Farquharson. The committee also concluded that a Working Group should not be established "to explore the possibility of changing the whole structure of traffic speed controls within the city of Aberdeen".
- 5.2 The speed limit framework and the setting of national speed limits is the responsibility of the government and falls into three categories.
30mph - On roads with street lighting
60mph - National speed limit of signal carriageway
70 mph- National speed limit of dual carriageways and motorways
- 5.3 Each Local Roads Authority has powers and may apply or change speed limits on the local road network where there is a considered need and in doing so should follow the guidance and instruction given in the Department for Transport circular 01/2006 Setting of Local Speed limits. The key points noted in the national guidance for the setting of speed limits state that:
*"Speed limits should be evidence led, self explaining and seek to reinforce people's assessment of what is a safe speed to travel. They should encourage self compliance and not be seen as being a target speed at which to drive in all circumstances.
Traffic Authorities set local speed limits in situations where local needs and considerations deem it desirable for drivers to adopt a speed limit which is different from the national speed limit."*
- 5.4 In line with the guidance provided within the above circular a review of the speed limits on all A and B classified routes has commenced and had been aimed at being completed by the end of 2011. A gap in staffing resources and key personnel over the last 18 months has not allowed the suggested timescale to be met. Officers are currently proceeding with the review which should be complete by the end of Spring 2012.
- 5.5 The powers given to the local Roads Authority to set speed limits on the local road network has been used as an effective traffic management and road safety tool. The use of the delegated powers is most apparent through the introduction of 20mph schemes within residential areas and at primary schools but has also been used to effect on the principal network. The guidelines for the introduction of 20mph schemes, both advisory and regulatory, is defined in the policy document adopted by this council in 2002 and follows nationally suggested criteria.
- 5.6 Recent guidance for the design of new residential areas through the "Designing Streets" planning policy document encourages the control of vehicular speed through effective layout design and environmental

perceptions, without the need for the introduction of a regulatory speed limit. This approach is now widely used in the planning of new residential development and its success will be monitored as schemes are introduced.

- 5.7 Where changes to the national frame work have been introduced the approach taken locally has been to only adopt speed limits where evidence has clearly indicated it would be in the interests of road safety and the local community
- 5.8 The review of speed limits on a city wide basis is a complex undertaking, and involves a significant staff resource akin to a major project. It is necessary to gather speed, traffic and accident data for review. Given the need for active enforcement and support close consultation and liaison with Grampian police on all aspects of the review will be a fundamental element of the review process.
- 5.9 The principles of a speed limit review require to be founded on the national and local guidance documents and also take into consideration the findings from other authorities, such as Portsmouth, who have introduced a blanket city wide 20mph for residential areas.
- 5.10 The alteration to speed limits city wide would have substantial budgetary implications and this element must be examined in detail to allow members to make an informed decision on the benefits of any changes.
- 5.11 Should the committee be minded to instruct a city wide speed limit review it is suggested that this work be included in the ongoing review of A and B class roads. This additional piece of work is a major undertaking and would take at least 6 months to complete provided the necessary staff resource can be allocated for this work. The earliest practical report date would be in the autumn.

6. IMPACT

- 6.1 The provision of Roads Safety through the implementation of local speed limits meets the aspirations of the Community Plan and the Councils Vibrant, Dynamic and Forward Looking statement.

7. BACKGROUND PAPERS

Department for Transport circular 01/2006 Setting of Local Speed limits.

ACC Adopted Policy for 20mph Speed limits - Committee report 16th April 2002

8. REPORT AUTHOR DETAILS

Andrew Smith
Traffic Engineering Manager
andrews@aberdeencity.gov.uk
Tel 01224 538056

Consultee Comments

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Kate Dean – Email sent 21/12/2011

Vice Convener: Councillor John Corall – Email sent 21/12/2011

Local Members

Councillor George Adam	email sent 21/12/2011
Councillor Yvonne Allan	email sent 21/12/2011
Councillor Marie Boulton	email sent 21/12/2011
Councillor Bill Cormie (Depute Provost)	email sent 21/12/2011
Councillor Barney Crocket	email sent 21/12/2011
Councillor Martin Greig	email sent 21/12/2011
Councillor Muriel Jaffrey	email sent 21/12/2011
Councillor Alan Milne	email sent 21/12/2011
Councillor George Penny	email sent 21/12/2011
Councillor Richard Robertson	email sent 21/12/2011
Councillor John West	email sent 21/12/2011
Councillor John Stewart	email sent 21/12/2011
Councillor Kevin Stewart	email sent 21/12/2011
Councillor Jillian Wisely	email sent 21/12/2011
Councillor Ian Yuill	email sent 21/12/2011
Councillor Irene Cormack	email sent 21/12/2011
Councillor Alan Donnelly	email sent 21/12/2011
Councillor James Kiddie	email sent 21/12/2011
Councillor Neil Cooney	email sent 21/12/2011
Councillor Mark McDonald	email sent 21/12/2011
Councillor Jennifer Laing	email sent 21/12/2011
Councillor Len Ironside	email sent 21/12/2011
Lord Provost Peter Stephen	email sent 21/12/2011
Councillor Wendy Stuart	email sent 21/12/2011
Councillor Gordon Townson	email sent 21/12/2011
Councillor Neil Fletcher	email sent 21/12/2011
Councillor Kirsty West	email sent 21/12/2011
Councillor Aileen Malone	email sent 21/12/2011
Councillor Neil MacGregor	email sent 21/12/2011
Councillor Jackie Dunbar	email sent 21/12/2011
Councillor Gordon Graham	email sent 21/12/2011
Councillor Andrew May	email sent 21/12/2011
Councillor James Hunter	email sent 21/12/2011
Councillor Norman Collie	email sent 21/12/2011
Councillor Jim Noble	email sent 21/12/2011
Councillor Gordon Leslie	email sent 21/12/2011
Councillor John Reynolds	email sent 21/12/2011
Councillor Jim Farquharson	email sent 21/12/2011
Councillor Jennifer Stewart	email sent 21/12/2011
Councillor Willie Young	email sent 21/12/2011

Barry Jenkins, Head of Finance, Resources - *has been consulted*

Council Officers

Barry Jenkins, Head of Finance, Resources - *has been consulted*

Jane MacEachran, City Solicitor, Continuous Improvement - *has been consulted and has no comments*

Ciaran Monaghan, Head of Service, Office of Chief Executive - *has been consulted*

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - *has been consulted*

Hugh Murdoch, Head of Service, Shelter and Environment – *has been consulted*

Mike Cheyne, Roads Manager - *has been consulted*

Dave Young, Account Manager, Service, Design and Development - *has been consulted*

Kathryn McFarlane, Service Co-ordinator

Allison Swanson, Committee Services

ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning and Infrastructure

DATE 31st January 2012

DIRECTOR Gordon McIntosh

TITLE OF REPORT EP&I Service Business Plan - Progress and Performance Report

REPORT NUMBER: EPI /12/033

1. PURPOSE OF REPORT

The purpose of this report is to provide Members with an update on progress and performance in implementing the Enterprise, Planning and Infrastructure Service Business Plan 2011-14. The performance report is attached in **Appendix One** and shows progress on key actions in relation to the Service Business Plan and a range of key performance measures across all services up to the end of September 2011.

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 provides progress against the Enterprise, Planning and Infrastructure Service Business Plan 2011-14 and also links to Corporate Objectives and the Single Outcome Agreement.

5. OTHER IMPLICATIONS

There are no other direct implications arising from this report.

6. REPORT

The report to the Enterprise Planning and Infrastructure Committee on 13th September 2011 provided Members with the Enterprise, Planning and Infrastructure Directorate Business Plan for the three year period 2011-14. It followed and built upon the previous Business Plan for 2010-13. It identified factors which would influence service needs, development and delivery and described the activities and initiatives which the Directorate planned to undertake in order to achieve the Council's key strategic objectives which in turn reflected the national priorities set by the Scottish Government, the Concordat and the Single Outcome Agreement.

This report (including Appendix One) covers the period to the end of September 2011. The next report to the Enterprise Planning and Infrastructure Committee on 31st May 2012 will report on the period October 2011 to the end of March 2012.

As previously highlighted, this reporting format should be viewed as 'work in progress' as the current priorities are likely to be subject to change in the future as our current review of service risks and operational changes necessitated by our current financial circumstance come into play. In addition, making full use of the Corporately approved HGIOS ('How Good is Our Service?') self assessment quality framework we are currently undertaking a full review of our service planning approach and our use of performance metrics. It is likely that in future reports new reporting formats and performance criteria will be introduced in keeping with the outcomes of the review.

7. REPORT AUTHOR DETAILS

Brian Morgan, Service Development Manager, EP&I
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bmorgan@aberdeencity.gov.uk

8. BACKGROUND PAPERS

This performance report relates to the Enterprise, Planning & Infrastructure Directorate Service Business Plan 2011-14 presented to, and approved by, the EP&I Committee on 13th September 2011.

Key to Appendix 1: EPI Service Business Plan – Progress and Performance

Within the appendix, the following terms are used to indicate progress as follows:

Performance Measures

These are defined as-

SP = Statutory Performance Indicator reported annually to the Scottish Government

AM = Annual Performance Measure adopted by the Service

Actions Update

This section includes discreet narrative on actions taken to date as appropriate to the objective.

Actions %Progress

This section measures current progress towards achieving actions within the agreed timescale as a percentage.

Target

Targets (sometimes referred to as 'milestones') are included where these have been identified and agreed by the Service.

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APPENDIX ONE

ENTERPRISE, PLANNING & INFRASTRUCTURE DIRECTORATE

Service Business Plan 2011-14. Performance and Progress Report (To September 2011)

DIRECTORATE PRIORITY 1: ENCOURAGE FUTURE ECONOMIC AND BUSINESS DEVELOPMENT

SERVICE OUTCOMES	MEASURES	UPDATE (to end of September 2011)	% Complete (as appropriate)
1. Assist in the attraction of commercial/business investment, from new inward investors to Aberdeen.	£100M + Contracts	Working with ACSEF and SE to provide investment support services to inward investors. Original research needed to determine values.	
2. Provide a support and aftercare service to existing inward investors as a means of encouraging additional investment in Aberdeen.	£20M + Investment	Working in partnership with SE and SDI to support existing companies and encourage their expansion. Original research needed to determine values.	
3. Help local businesses access new business opportunities and win new contracts.	£30M+ in additional t/o	Working with local companies through our Supplier Development Programme. Original research needed to determine values.	
4. Secure new training and/or employment opportunities in local businesses capable of providing sustainable employment for	c.400 candidates	Activities in this area have been constrained due to lack of staff resources in the past year. This has now been resolved.	

<p>disadvantaged people.</p> <p>5. Assist in increasing visitor spend in the city by a total of 20% over four years by delivering specific initiatives designed to promote the city to business and leisure tourists.</p>	<p>Base Line - £274.4M (2008) Target - £329.3M (by 2012)</p>	<p>£363.5M (Assessed for 2010 by Scottish Tourism)</p>	
<p>6. Strengthen the connectivity of the city region nationally and internationally through specifically, producing robust cases for-</p> <ul style="list-style-type: none"> • Connecting the various key elements of “Energetica” with each other. • The future development of business land close to Aberdeen Airport. • Providing high speed broadband connectivity within the City Centre. 	<p>Actions related to projects specifically attributable to EBD team</p>	<ul style="list-style-type: none"> • Energetica is progressing according to plan under the leadership of an SE appointed project Manager EBD are fully involved in realising projects within Aberdeen City that support Energetica objectives • Business land has been brought forward by Miller Developments and Ribnort, in consultation with ACC Planning and EBD teams • Broadband scheme has been developed and is in the process of being implemented 	<p>30%</p> <p>30%</p> <p>10%</p>
<p>7. Contribute to the economic regeneration of the city by-</p> <ul style="list-style-type: none"> ▪ Finalising proposals for a City Development Company to make use of Aberdeen City Council owned land assets, as a lever for stimulating private sector development on priority development sites across the city, and use any profits from this activity to support/initiate wider, non-physical, social and economic regeneration initiatives throughout the city. ▪ Supporting plans for redeveloping the Denburn Valley, including the space currently occupied by Union Terrace Gardens. 	<p>Actions related to projects specifically attributable to EBD team</p>	<ul style="list-style-type: none"> • This project has been deferred pending determination of suitable property assets that could be transferred to the development company • Plans are progressing steadily towards the realisation of the City Garden project • Initial discussion only, so far, due to lack 	<p>20%</p> <p>30%</p> <p>5%</p>

<ul style="list-style-type: none"> ▪ Promoting a feasible redevelopment scheme for vacant land South of the River Dee, as part of wider efforts to regenerate the Torry area of the City. ▪ Establishing a Business Improvement District in the City Centre 		<p>of development activity/interest during the current recession</p> <ul style="list-style-type: none"> • This has been successfully established 	100%
<p>8. Support key public/private economic development/ regeneration initiatives (e.g. ACSEF, AREG etc) to achieve their stated objectives</p>	<p>Actions attributable to EBD team</p>	<p>On-going support provided in many areas, with positive annual reports produced by both organisations</p>	100%
<p>9. Help maintain Aberdeen's position in the top 40 European Cities and 10 European Small Cities, in terms of attractiveness to Foreign Direct Investment, according to the FDI Magazine Cities and regions of the Future Awards</p>	<p>Actions attributable to EBD team</p>	<p>This year listings only covered the top 25 cities and Aberdeen was not listed in this year's top 25 and Aberdeen was not listed in the top 10 European Small Cities.</p>	0%
<p>10. Maintain or improve Aberdeen's current position (20th) in Experian's UK City Centre Vitality Index</p>	<p>Actions attributable to EBD team</p>	<p>Latest rankings yet to be published</p>	N/A
<p>11. Delivery of at least one major city event per annum to project Aberdeen on an international basis</p>	<p>Number of events to include – visitor numbers, economic outcomes arising and level of press coverage</p>	<p>Offshore Europe Event held in 2011 was the most successful to date with more than 52,00 visitors of which over 50% were from overseas</p>	100%
<p>12. To ensure that there is sufficient land available of the right type and quality for businesses to locate and grow</p>	<p>Project Management timeline for Annual Employment Land Audit (in collaboration with Scottish Enterprise, Aberdeen City</p>	<p>Milestone is the external publication of the Employment Land Audit due to be completed by May 2012</p>	60%

<p>13. The Development of an Infrastructure Strategy to allow for 'developer certainty' allied to the delivery of the Local Development Plan (EPI Directorate Priority 2)</p>	<p>Council and Aberdeenshire Council). Project Management timeline for the development of the action programme.</p>	<p>The LDP and action programme was published Aug 2010. The adoption process of the LDP is due to be completed after the response has been received from the Directorate of Planning and Environmental Appeals (DEPA). It is anticipated that the response will be received by Dec 2012 however; the target date for DEPA is 7/02/12. Once adopted, the LDP action programme for delivering development will be approved within a 3 month timeframe.</p>	
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DIRECTORATE PRIORITY 2: DELIVER AN UP TO DATE DEVELOPMENT PLAN FOR THE CITY

SERVICE OUTCOMES	MEASURES	UPDATE (to end September 2011)	% COMPLETE
<p>1. To successfully conduct an Examination in Public of the Proposed Aberdeen Local Development Plan</p>	<p>Project Management timeline of the Examination in Public.</p>	<p>Milestone to be completed by December 2011(subject to DEPA, noting that DEPA may not deliver before their target date of 7/02/12). At present 39 responses have been issued as a result of additional information requests, all resolved within the agreed timeframe.</p>	<p>90%</p>
<p>2. Adoption of Supplementary Guidance to Local Development Plan</p>	<p>Project Management timeline for the Adoption of 36 Supplementary Planning Guidance documents in conjunction with</p>	<p>Milestones: <ul style="list-style-type: none"> A number of Interim planning guidance documents were approved by EP&I Committee on 13 September 2011. A number of Supplementary Planning Guidance documents were approved for public consultation by EP&I Committee on 13 September 2011. </p>	<p>70%</p>

<p>3. Devise, in Collaboration with Partners (the SDP Authority and Aberdeenshire Council), a new Strategic Development Plan.</p>	<p>the Local Development Plan.</p> <p>Project management timeline for the publication of the Main Issues Report and associated documents by Aberdeen City and Shire SDPA.</p>	<ul style="list-style-type: none"> Adoption of all 36 Supplementary Planning Guidance documents by Spring 2012 (subject to DEPA) <p>Milestone is the publication of the Main Issues Report on the 24th October. The consultation period ran from the 24th October 2011 to the 6th January 2012.</p>	<p>80%</p>
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DIRECTORATE PRIORITY 3: PROTECT AND ENHANCE OUR HIGH QUALITY NATURAL AND BUILT ENVIRONMENT			% Complete (as applicable)
SERVICE OUTCOMES	MEASURES	UPDATE (To end September 2011)	% Complete (as applicable)
<p>1. Development of Property Asset Management Plan to assist with decision making on planned maintenance</p>	<p>% of Public buildings in a Condition suited to delivery of services – current target 89%</p> <p>Energy Usage – target 2.5% reduction on current usage</p>	<p>On target for completion</p> <p>On target. BEMS review completed. Basic insulation surveys of all public buildings completed.</p>	<p>89%</p> <p>On-going</p>

	<p>Number of public buildings connected to the Combined Heat and Power network-current target 12</p> <p>% of energy supplied from sustainable sources-current target is 10% by end of 5yr plan</p> <p>Water Usage – current target to reduce consumption by 2%</p> <p>Carbon consumption – current target to reduce carbon emissions by 23% by 2015</p> <p>Fleet Profile – current target to maintain current EU for highest standards (emissions)</p> <p>Project</p>	<p>On Target – 8 completed</p> <p>PV contract awarded; projects on-going eg Duthie Park moving from oil to gas ;CHP network progressing</p> <p>1.5% reduction achieved</p> <p>10% reduction to date. First footprint and evidence pack produced</p> <p>50% HGV vehicles on reduced pollution taxation class; 5% of light vehicles</p> <p>The milestones for the adoption process of</p>	<p>66% on-going</p> <p>On-going</p> <p>75% complete</p> <p>43% complete</p> <p>On-going</p>
<p>2.Develop and Implement a Carbon Management Plan</p>			
<p>3.Development of Fleet Asset Management Plan to assist with decision making on planned maintenance</p>			
<p>4. Increase the number of sites using the</p>			

<p>masterplanning approach and report on progress.</p>	<p>management timeline for the adoption of materplans as Supplementary Guidance as part of the LDP Action Programme by July 2012.</p> <p>Adoption of masterplans for identified sites within the Proposed Aberdeen Local Development Plan are as follows:</p> <ol style="list-style-type: none"> 1. Aberdeen City Centre Development Framework 2. Aberdeen Harbour 3. Newhills expansion including: Craibstone, Greenferns Landward, Newhills & Rowett 4. Countesswells Development Framework 5. Cove Development Framework 6. Friarsfield 	<p>each masterplan are as follows:</p> <ul style="list-style-type: none"> -Site appraisal -Planning policy review -Vision statement -Feasibility -Planning and design principles -Accessibility -Infrastructure -Communication & engagement <ol style="list-style-type: none"> 1. 100% went to EPI committee 24 May 2011, now being used to inform developments within the City Centre. 2. 90% due to go to EPI committee 31 Jan 2012. 3. Update to follow 4. 20% complete - working towards producing a Development Framework. Some of the early work, surveys and consultation have commenced. 5. Update to follow 6. 90% complete due to go to EP&I committee 31 Jan 2012. 7. 100% complete 8. 100% complete, planning application in for phase 1. Work on masterplans for later phases expected to start early 2012. 9. 50% Early discussions have taken place and draft completed. 10. 100% complete agreed by EP&I committee 24 May 2011. 11. 90% due to go to EP&I committee 31 Jan 2012. 12. 100% complete agreed by EP&I 24 May 2012. 13. 90% complete due to go to EP&I 31 Jan 	<p>100%</p> <p>90%</p> <p>20%</p> <p>90%</p> <p>100%</p> <p>100%</p> <p>50%</p> <p>100%</p> <p>90%</p> <p>100%</p>
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	<p>Development Framework</p> <p>7. Greenferns Development Framework</p> <p>8. Kingswells Development Framework</p> <p>9. Maidencraig Development Framework</p> <p>10. Former Davidsons Mill Development Framework</p> <p>11. Oldfold Farm Development Framework</p> <p>12. Stoneywood Development Framework</p> <p>13. Dubford Development Framework</p> <p>14. Loirston Development Framework</p> <p>15. Grandhome Development Framework (Scottish Sustainable Communities Initiative)</p> <p>16. Energetica Hub Co (North of Scotland Territory)</p>	<p>2012.</p> <p>14. Update to follow</p> <p>15. SSCI complete. 40% complete now working to produce a development framework for the site, early studies being carried out.</p> <p>16. 90% complete Supplementary Guidance agreed by EP&I 15 Nov 2011, work still required to complete changes to Planning Advice.</p>	<p>90%</p> <p>40%</p> <p>90%</p>
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<p>5. Utilise external expertise to promote high design standards.</p>	<p>Three (3x) meetings of the joint City//Shire Design Review Panel</p> <p>No of planning applications amended in response to input from the design review panel.</p>	<p>10 Aberdeen City and Shire Design Review Panel meetings have been held since it was set up in Nov 2010. A total of 11 projects within the City and 10 within the Shire have been reviewed. It is scheduled to review the panel and its processes in Jan 2012 and an exercise to determine how it has influenced design will be included in the review.</p>	
<p>7. Foster sustainable development and protect the environment of Aberdeen.</p>	<p>Project Management for the implementation of the following projects:</p> <ol style="list-style-type: none"> 1. Deliver the annual core path programme - adopted on 28/4/2009 and measured by a set of Statutory Performance Indicators reported to the Government at the end of every financial year. 2. Developing the process of establishing an 	<p>The Core Path programme: The length of core paths signposted or waymarked for non-motorised access as at 31 March 2011, including those signposted or waymarked before commencement of the Land Reform (Scotland) Act 2003 equals 118km.</p> <p>Annual Open Space Audit monitoring review to be completed by 2012:</p> <ul style="list-style-type: none"> • Developing GIS layer for the Open 	<p>100%</p>

<p>Annual monitoring review for the Open Space Audit by 2012. The Open Space Audit was completed and adopted in April 2010 and is due to be updated every 5 years.</p> <p>3. Annual review Carbon Management Plan</p> <p>4. Draft Climate Change Strategy to be completed by April 2013</p> <p>5. Annual Review of Nature Conservation Strategy Implementation Plan. The Nature Conservation Strategy 2010 –</p>	<p>Space Audit</p> <ul style="list-style-type: none"> Developing a Green Space Network <p>Carbon Management Plan Annual Review - completed in October 2011 and presented to EP&I Committee through the Bulletin on the 15th Nov.</p> <p>Climate Change Strategy: Prepare the annual Scottish Climate Change Declaration Report – to be presented to EP&I Committee on 31st Jan 2012. Draft Climate Change Strategy - initial preparation to be completed May – Aug 2012</p> <p>Annual review of Nature Conservation Strategy Implementation Plan: Review reported to EP&I Committee 13th September updating on the following areas:</p> <ul style="list-style-type: none"> Review of 80 local natural conservation sites – all mapped in GIS and published 	<p>50%</p> <p>50%</p> <p>100%</p> <p>80%</p> <p>10%</p> <p>100%</p>
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	<p>2015 was adopted 21st Jan 2010 and is reviewed every 5 years.</p>	<ul style="list-style-type: none"> • on ACC website • Interim supplementary guidance on Bats and Development, Buffer Strips adjacent to water bodies and Natural Heritage completed (adoption subject to LDP) • Draft Urban and Communities Local Biodiversity Action Plan • Identify and implement Nature Conservation Projects <ul style="list-style-type: none"> ○ Sunnyside Park Community Garden ○ Torry Wetland Project ○ Green Infrastructure Network Project • Infrastructure requirement and developer contributions for restoring habitats has been included within the LDP 	<p>80%</p> <p>50%</p> <p>70%</p> <p>30%</p> <p>10%</p> <p>100%</p>
<p>6. Aberdeen City Fairtrade programme</p>	<p>Fairtrade programme: Report to Committee on 15th Nov disbanded the Fairtrade Working Group so a new Steering Group could be established – it was also agreed that a summary report of Fairtrade progress made throughout the year would be submitted to Committee on an annual basis.</p>	<p>70%</p>	
<p>7. Allotments Policy (2008)</p>	<p>Allotments Policy (2008) Implementation:</p>	<p>60%</p>	

	<p>Implementation - providing strategic lead to Environmental Services.</p>	<p>Supporting movement to a community based model for service delivery. Establishment of site associations and umbrella federation and / or a community enterprise partnership. Association's actions finished. Currently scoping out Federation / community enterprise models</p>	
<p>8. Delivery of externally funded projects in conjunction with the community and business partners.</p>	<p>Project management timeline for the delivery of the following projects along with 6 month activity report and annual indicators submitted to the EU:</p> <ul style="list-style-type: none"> • Build with Care • North Sea Sustainable Energy Planning • MUSIC • Peri-Urban Parks • Sustainable Urban Fringes 	<p>Deliver the following environmental projects:</p> <ul style="list-style-type: none"> ▪ Build with Care to be completed March 2012 ▪ North Sea Sustainable Energy Planning to be completed August 2012 ▪ MUSIC to be completed August 2013 ▪ Peri-Urban Parks to be completed October 2012 ▪ Sustainable Urban Fringes to be completed August 2012 	<p>70%</p> <p>60%</p> <p>30%</p> <p>50%</p> <p>60%</p>

DIRECTORATE PRIORITY 4: SUPPORT THE DELIVERY OF A FULLY INTEGRATED TRANSPORT NETWORK

SERVICE OUTCOMES	MEASURES	UPDATE (to end September 2011)	% Complete (as applicable)
<p>1. Develop and implement a Road Asset Management Plan to assist with decision making on planned maintenance</p>	<p>Road Carriageway Asset Condition SP I- current target is to exceed Scottish Average</p>	<p>Scotland 38 Scottish Cities 38 ACC 34.7</p>	<p>Meeting target</p>
	<p>% of Bridges unable to carry vehicles up to 44 Tonne limit – current target 4.12%</p>	<p>4.12%</p>	<p>Meeting target</p>
	<p>%of Footways in the Poor Category – current target 14%</p>	<p>15.1%</p>	<p>Majority of works programmed for second half of financial year</p>
	<p>Number of Traffic Signals greater than 15 years old – current target is 59 or less</p>	<p>54</p>	<p>Exceeding target</p>
	<p>Number of KSI Accidents in City – current target is to maintain at current</p>	<p>32 (validated figure)</p>	<p>Exceeding target</p>

	level of 77 or less	% of Street Lights greater than 30 years old - current target is to maintain at 34.9%	36.1%	Below target – investment limits being reviewed
2. Prepare the initial delivery stages of the Aberdeen Western Peripheral Route (AWPR).	[Pending resolution of extant legal challenges]	No update due to impending legal outcomes		
3. Delivery of Local & Regional Transport Strategies (LTS & RTS)	Performance measured through completion of the Annual Review which tracks a number of project management and timeliness and indicators.	RTS: Annual review of delivery of the RTS was completed by September 2011. LTS: Annual review of delivery of the LTS to be completed by December 2011 – due to be externally published Jan 2012.	100% 80%	
4. Develop an efficient and effective Public Transport Unit	Project management timeline for the completion of the tender for 1/4 of Community and Social Work transport provision (Tender completion	<ul style="list-style-type: none"> • Press notice and publication in OJEU – due 16th December 2011 • ITT Return with members – anticipated 31st Jan 2012 • ITT Assessment – anticipated 17th Feb 2012 • Preferred bidders notified – complete Feb 2012 • Mini-competition for transport prices – Feb / Mar 2012 • Contracts sent out – anticipated May 2012 	95%	

	anticipated to be 2012).	<ul style="list-style-type: none"> Contract commencement – anticipated April 2012 	
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DIRECTORATE PRIORITY 5: ENSURE THE COUNCIL'S PHYSICAL ASSETS ARE MANAGED AND MAINTAINED IN A COST EFFECTIVE MANNER			
SERVICE OUTCOMES	MEASURES	UPDATE (to end September 2011)	% Complete (as applicable)
1. Development of Property Asset Management Plan to assist with decision making on planned maintenance	<p>% of Public Buildings Suitable for Service Delivery – current target 90% by end of plan</p> <p>% of Public Buildings Accessible in terms of the Disability Discrimination Act – current target 90% by end of plan</p>	<p>Current performance 82% - service asset management plans will allow buildings to be prioritised</p> <p>Current performance 86% - service asset management plans will allow buildings to be prioritised</p>	<p>Early stages of plan</p> <p>Early stages of plan</p>
2. Road Maintenance and Management Activities	<p>Priority 1 Road Defect Repairs- current target is 92%</p> <p>Traffic Signal Repairs – current target is 98%</p>	<p>91%</p> <p>94%</p>	<p>Overall performance at year end is target for this grouping</p>

	Street Lighting Repairs – current target is 92%	92.5%	
<p>3.Property Maintenance and Management Activities Catering Provision</p>	<p>Uptake in Primary School Meals- target is 5600/day</p> <p>Uptake in Secondary School Meals- target is 2400/day</p> <p>No subsidy for internal catering – target is to remove by end of FY</p>	<p>6188/day</p> <p>2106/day</p> <p>Income vs expenditure balanced</p>	<p>Above target so review at year end to establish new target</p> <p>End of school year always sees drop off so monitoring continues</p> <p>On target for year end</p>
<p>4.Property Maintenance and Management Activities Building Cleaning Activities</p>	<p>No of complaints received regarding performance in cleaning public buildings – current target is 10 complaints or less per month</p> <p>To achieve net level of income from car parking charges applied to off and on street car parking - budget set annually</p>	<p>Performance measurement being established across the city and therefore full set of statistics unavailable to date.</p> <p>Current income levels across the differing charges is on target to be achieved</p>	<p>Incomplete</p> <p>Annual target should be met</p>
<p>5.Property Maintenance and Management Activities Car Parking</p>			

DIRECTORATE PRIORITY 6: DELIVER OUR STATUTORY RESPONSIBILITIES EFFECTIVELY AND EFFICIENTLY			
SERVICE OUTCOMES	MEASURES	UPDATE (to end September 2011)	% Complete (as applicable)
<p>1. Delivery of a modern, effective, efficient and accessible Development Management Service.</p>	<p>Monthly Development Management Statutory Performance Indicators (SPIs) to measure service efficiencies, delivery and continuous improvement. They are as follows:</p> <ul style="list-style-type: none"> • Number of householder applications • Number of householder applications dealt with within two months • Percentage of householder applications dealt with within two months • Number of non-householder applications • Number of non-householder 	<p>199</p> <p>171</p> <p>85.93%</p> <p>175</p> <p>98</p>	

	<p>applications dealt with within two months</p> <ul style="list-style-type: none"> • Percentage of non-householder applications dealt with within two months • Total number of applications • Total number of householder and non-householder applications dealt with within two months • Percentage of householder and non-householder applications dealt with within two months • Development Management application income generation <p>Project Management timeline for the following projects:</p> <ul style="list-style-type: none"> • Development Management Charter and Enforcement Charter • Establish a 	<p>56%</p> <p>374</p> <p>269</p> <p>71.93%</p> <p>£215,933</p> <ul style="list-style-type: none"> • Adoption, review and online publishing of a Development Management Charter and Enforcement Charter – completed Nov 2011 • 1 x meetings held for Community 	<p>100%</p>
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<p>2. Delivery of a modern, effective, efficient and accessible Building Standards Service</p>	<p>Community Council Liaison Group and protocol (report on number of meetings held per year)</p> <ul style="list-style-type: none"> • Annual customer satisfaction survey – report on findings • Agents Focus Groups (report on 2 focus groups per year) • Research and plan implementation for a Customer Service Excellence Award <ul style="list-style-type: none"> - Research - Development plan <p>Enhancement of e-planning portal</p> <p>Building Standards performance is measured through the completion of the balanced scorecard</p>	<p>Council Liaison Group to develop protocol.</p> <ul style="list-style-type: none"> • 1 x meeting scheduled to provide training for the Community Council Liaison Group – Scheduled for Dec 2011 • Annual customer satisfaction survey – initial preparation currently being conducted for the survey which is due to take place in spring 2012. • 1 x Agent Focus Groups scheduled for spring 2012 • Research and plan implementation for a Customer Service Excellence Award <ul style="list-style-type: none"> - Research to be initiated Jan 2012 - Develop implementation plan Mar / Apr 2012 • Update on e-planning portal: e-Planning project Manager appointed – Oct 2011 <p>Building standards: Annual review of balanced scorecard completed Sept 2011</p>	<p>20%</p> <p>30%</p> <p>20%</p> <p>100%</p>
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<p>3.Ongoing provision of effective marketing services on a council wide basis to support service statutory adherence and income generation by other Council services</p>	<p>Building Standards warrant income generation</p> <p>Project Management timeline for the following projects:</p> <ul style="list-style-type: none"> • Review Building Standards Customer Charter • Agents Focus Groups (report on 4 focus groups per year) • National annual customer satisfaction survey • Research and plan implementation for a Customer Service Excellence Award • Research Develop implementation plan <p>Actions attributable to EBD team</p>	<p>£328,210</p> <ul style="list-style-type: none"> • Review and publish online the Building Standards Charter – completed Nov 2011. • Agents Focus Groups to start in Feb 2012 • National annual customer satisfaction survey being prepared by Scottish Government for use from May 2012 • Research and plan implementation for a Customer Service Excellence Award Research to be initiated Jan 2012 • Develop implementation plan Mar / Apr 2012 <p>More than 1500 individual marketing jobs undertaken year to date, for various Council Service Groups</p>	<p>100%</p>
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DIRECTORATE PRIORITY 7: ENSURE THAT THE ACSEF STRATEGIC PRIORITIES IN RELATION TO THE CITY CONTINUE TO BE DEVELOPED			
SERVICE OUTCOMES	MEASURES	UPDATE (to end SEPTEMBER 2011)	% Complete (as applicable)
1. Development of a detailed delivery programme for the City Centre Development Framework. (CCDF)	High level project management timeline for the delivery of the CCDF programme. Monitor and review of the implementation of CCDF to be conducted every 5 years	Delivery programme prepared and agreed	100%
2. Continued engagement in ACSEF Planning Modernisation Group	Number of Planning Modernisation Group (PMG) meetings held (NB monitoring of PMG actions is carried out by ACSEF)	2 x PMG meetings held during the last quarter of 2011	

DIRECTORATE PRIORITY 8: CONTINUOUSLY IMPROVE SERVICE DELIVERY INCLUDING THE ESTABLISHMENT OF A MONITORING, REPORTING AND QUALITY ASSURANCE FRAMEWORK			
SERVICE OUTCOMES	MEASURES	UPDATE (to September 2011)	% Complete (as appropriate)
1. All EPI Services will develop 'SMART' service plans detailing actions, performance indicators,	Service Plans in Place	SMART template discussed and in circulation. Being utilised at senior management level	

targets and timescales			
2. Our Service planning will evidence the 'Golden Thread' principle at all levels including conformity with government and corporate priorities and objectives	'Golden Thread' Evidenced at all Levels	In process of being rolled out to team manager level	

3. Our Service performance and developments will be regularly monitored and reported	Monthly Scorecards	In place but subject to further development as HGIOS QA framework is applied	
4. The HGIOS self assessment framework will be adopted and implemented in all EPI Services	Self Assessments completed in all services	Self assessment documentation issued to all services and in process of completion	
5. EPI Services will engage with users, partners and stakeholder organisations	Events, Web sites, Forums	Services	
6. EPI Services will identify and implement where practical new ICT initiatives and revenue generation sources	New ICT, New Revenue	Services	
7. EPI Services will contribute to improving the public profile of the Directorate through event participation and contributions to public media	Web sites, E-Mag, the Zone, contributions to externals	2 editions of e-mag published in April and August. 3 rd edition planned for December. Initial discussions held with Web team re Zone framework and editing process	
8. The EPI Directorate will 'pilot' the achievement of a National QA award with a view to further supporting the continuous improvement of its services	National Award selected, progressed and achieved	IIP national Award identified and selected. DSU team assessed by IIP consultant. (IIP Award achieved in October with presentation ceremony planned)	
9. The EPI Directorate will take actions to maximise staff attendance	Number of days lost / employee	Corporate maximising attendance procedure applied across all services and returns reported and reviewed monthly. Returns to September indicate reduced	

		absence across all services.
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DIRECTORATE PRIORITY 9: UNDERTAKE EFFECTIVE ENGAGEMENT WITH OUR PARTNERS, STAKEHOLDERS, SERVICE USERS AND STAFF TO ENSURE EFFICIENT AND EFFECTIVE COLLABORATIVE WORKING AT ALL ORGANISATIONAL LEVELS			
SERVICE OUTCOMES	MEASURES	UPDATE (to end September 2011)	% Complete (as appropriate)
1.The EPI Directorate/Services will continue and further develop its on - going communications and operational collaborations with Strategic Partners	Forum Meetings Minutes Collaborative Plans Collaborative Actions	All services have communicated with appropriate stakeholders/partners in course of service delivery. The roll out of the HGIOS QA framework will further develop this aspect as part of its integral stakeholder/part-ner engagement review	
2.All EPI Services will be in receipt of service user feedback and be able to evidence service responses to that	Service Questionnaires Response Actions	Roll out of HGIOS QA framework will include this development as part of its integral customer engagement review	
3.EPI Web presences (incl the ZONE) will be reviewed and updated as required to facilitate customer access and service awareness	Web profiles reviewed	Initial discussions held with corporate web team to clarify options and methodology.	
4.Staff Communications will be further developed through electronic and 'face to face' communications	EPI E magazine circulated Team Meetings 1-1 Supervisory meetings incl. Appraisal	EPI E- magazine published quarterly since April 2011. Team meetings now reported monthly. Appraisals on hold pending Corporate revisions.	

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	2011/12 Revenue Budget Monitoring
REPORT NUMBER:	EPI/12/046

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 along with forecast outturns for the Services which relate to this Committee;
 - ii) advise on any areas of risk and management action.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
- i) note this report on the performance to date and the forecast outturn and the information on risks and management action that is contained herein;
 - ii) instruct that officers continue to review budget performance and report on Service strategies as required to ensure a balanced budget;
 - iii) instructs officers to report, in due course, on the actual outturn compared to budget following completion of the 2011/12 financial statements.

3. FINANCIAL IMPLICATIONS

- 3.1. The total Enterprise, Planning and Infrastructure budget currently amounts to £39.7M net expenditure.
- 3.2. Based upon present forecasts it is anticipated that the outturn for the Directorate will be £100K above budget. 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.
- 3.3. Two PBB options have been identified as being at risk and the impact of this is reflected in the forecast outturn. Option EPI_AMO25 for £90K will not be achieved in the current year due to delays in proposed increases in parking charges being announced by the Transport

Minister and option EPI_EBD03a for £150K from additional advertising income is estimated only to realize £60K in the current year.

- 3.4. Further details of the financial implications are set out in section 5 and in the appendix to this report.

4. OTHER IMPLICATIONS

- 4.1 None.

5. BACKGROUND/MAIN ISSUES

- 5.1 This report informs Members of the current year revenue budget performance for the Directorate to Period 8 (end of November 2011) and provides a high level summary for the consideration of Members. 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.
- 5.2 The Directorate report and associated notes are attached at Appendix A.

Financial Position and Risks Assessment

The overall position for the Directorate at Period 8 is a net underspend of £1.3M. The forecast outturn for the full year is a net overspend of £100K. The reason for this movement is that a number of charges are not made to the Directorate until the year-end.

The outturn takes account of a number of areas that are expected to incur adverse variances against budget in the current year:

- Architectural Design income for both Housing and Non-Housing works is expected to be £3M below budget due the declining trend in income as a result of a decrease in the level of capital works being undertaken. To mitigate the impact of this the Services have been managing their vacant posts and are expected to realize £400K in staff and other savings.
- Building Cleaning recharges have been stopped and all cleaning budgets have been removed from the former clients of this service, along with the Service's own income. The impact of this in the current year is that the Service is left with a shortfall in budget of £710K but this is offset by corresponding favourable variances within former client budgets.
- Building application and property enquiry fee income is forecast to be £280K below budget, based on the current trend in applications and the low number of large applications this year.

In mitigation of these forecasts, there are a number of areas where costs are forecast to be below budget in the current year:

- The rates cost for Marischal College is still to be finalized for the current year in respect of the effective date of entry to the building but if this date is agreed as 1 August 2011 the saving against budget will be £320K.
- All Non-Housing property repair budgets have now been removed from individual services and have been consolidated within the Directorate. Repair costs to date are below budget and this trend is expected to continue, realizing a saving of £540K for the full year.
- Fleet Services' vehicle leasing budget will be underspent for the year as the Council no longer has any vehicles financed in this way. This will result in a favourable variance of £220K. In addition, the Directorate is making savings in vehicle maintenance and in other transport and travel costs that are expected to amount to £260K for the full year.
- Significant savings are being made in staff costs throughout the Directorate through the management of vacant posts and, apart from staff savings included above, it is forecast that a saving of £2.5M will be achieved.

6. IMPACT

Corporate - as a recognized 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.

Public – this report is likely to be of public interest due to the size of the budgets involved and the nature of the services provided by Enterprise, Planning and Infrastructure, a number of which are front line services delivered directly to citizens and the business community within the city.

7. BACKGROUND PAPERS

Financial ledger data extracted for the period.

8. REPORT AUTHOR DETAILS

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**ABERDEEN CITY COUNCIL
REVENUE MONITORING 2011 / 2012**

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT	30 November 2011	ANNUAL BUDGET	YEAR TO DATE			OUTTURN	
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE
ACCOUNTING PERIOD 8		£'000	£'000	£'000	£'000	£'000	%
HEAD OF ASSET MANAGEMENT AND OPERATIONS		30,494	13,388	13,524	137	32,628	2,134 7.0%
ECONOMIC DEVELOPMENT PROJECT DIRECTOR		4,772	3,185	2,971	(214)	4,235	(536) (11.2%)
HEAD OF PLANNING AND SUSTAINABLE DEVELOPMENT		4,076	2,478	1,287	(1,191)	2,580	(1,496) (36.7%)
OPERATIONAL SUPPORT MANAGER		402	261	215	(46)	396	(6) (1.5%)
TOTAL BUDGET		39,743	19,312	17,998	(1,314)	39,840	96 0.2%

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT 30 November 2011	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
		PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
ACCOUNTING PERIOD 8								
STAFF COSTS	25,717	17,150	15,328	(1,822)	22,870	(2,848)	(11.1)%	(249)
PROPERTY COSTS	9,972	7,381	6,754	(627)	9,095	(878)	(8.8)%	(878)
ADMINISTRATION COSTS	1,063	574	704	130	1,408	345	32.5%	325
TRANSPORT COSTS	4,407	2,960	2,582	(379)	3,701	(706)	(16.0)%	(702)
SUPPLIES & SERVICES	14,591	8,754	7,873	(881)	14,075	(516)	(3.5)%	(253)
TRANSFER PAYMENTS	2,553	1,713	1,736	23	2,480	(73)	(2.9)%	(67)
CAPITAL FINANCING COSTS	11,700	0	0	0	12,049	350	3.0%	350
GROSS EXPENDITURE	70,004	38,533	34,977	(3,556)	65,678	(4,326)	(6.2)%	(1,475)
LESS: INCOME								
GOVERNMENT GRANTS	(536)	(347)	(310)	36	(525)	11	(2.0)%	11
OTHER GRANTS	(190)	(116)	(549)	(433)	(229)	(40)	21.0%	(40)
FEES & CHARGES	(17)	(12)	(4)	8	(18)	(1)	3.3%	(1)
INTEREST	(11,010)	(6,742)	(4,402)	2,340	(6,732)	4,278	(38.9)%	1,378
OTHER INCOME	(18,508)	(12,004)	(11,714)	290	(18,333)	175	(0.9)%	84
TOTAL INCOME	(30,261)	(19,220)	(16,979)	2,242	(25,838)	4,423	(14.6)%	1,432
NET EXPENDITURE	39,743	19,312	17,998	(1,314)	39,840	96	0.2%	(43)

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Vacancies have been identified and are being managed across all services.

FORECAST VARIANCE £'000	CHANGE £'000
(2,848)	(249)

Property Costs

The cost of rates for Marischal College are forecast to be less than budget and property repair costs are also forecast to be less than budget for the full year.

(878)	(878)
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Administration Costs

Exceptional costs associated with the move to Marischal College and the decommissioning of St Nicholas House and Summerhill. The Building standards service also incurred exceptional costs associated with making safe a dangerous building.

345	325
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Transport Costs

Vehicle lease costs will be below budget due to the leases on the last of these vehicles having expired. Savings are forecast across the directorate in vehicle maintenance costs and in staff travelling expenses.

(706)	(702)
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Supplies & Services

Savings are being made in the cost of various supplies across the Directorate. Specific savings are being made by E&BD in events costs and in the purchase and repair of equipment in AM&O.

(516)	(253)
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Transfer payments

The level of contributions to third parties will be £80K below budget for the year.

(73)	(67)
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Capital Financing

Loans fund instalments for Marischal College and for roads maintenance will be above budget for the year.

350	350
-----	-----

Government Grants

No significant variance from budget is forecast at this stage.

11	11
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Other Grants & Contributions

No significant variance from budget is forecast at this stage.

(40)	(40)
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Fees & Charges

No significant variance from budget is forecast at this stage.

(1)	(1)
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Recharges

Fee income for the Architectural Design service (Housing) is forecast to be £2M below budget. Non-Housing Design Team fee income is forecast to be £1.1M below budget. Building Cleaning income is forecast to be £710K below budget following the removal of internal recharging.

4,278	1,378
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Other Income

PBB option EPI_EBD03a is forecast to fall £90K short of the income budgeted for the current year.

175	84
-----	----

96	(43)
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DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
HEAD OF ASSET MANAGEMENT AND OPERATIONS

AS AT	30 November 2011	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
ACCOUNTING PERIOD 8									
STAFF COSTS		17,187	11,463	10,467	(996)	15,607	(1,579)	(9.2)%	(69)
PROPERTY COSTS		9,917	7,335	6,701	(634)	9,033	(884)	(8.9)%	(884)
ADMINISTRATION COSTS		619	291	332	41	872	254	41.0%	234
TRANSPORT COSTS		3,836	2,581	2,316	(265)	3,351	(486)	(12.7)%	(486)
SUPPLIES & SERVICES		11,491	6,746	6,036	(711)	11,212	(279)	(2.4)%	(49)
TRANSFER PAYMENTS		0	0	0	0	0	0	0.0%	0
CAPITAL FINANCING COSTS		11,104	0	0	0	11,459	355	3.2%	355
GROSS EXPENDITURE		54,154	28,416	25,852	(2,564)	51,534	(2,620)	(4.8)%	(900)
LESS: INCOME									
GOVERNMENT GRANTS		0	0	0	0	(0)	(0)	0.0%	(0)
OTHER GRANTS & CONTRIBUTIONS		(140)	(82)	(85)	(3)	(141)	(0)	0.2%	(0)
INTEREST		0	0	0	0	0	0	0.0%	0
RECHARGES		(10,047)	(6,179)	(3,884)	2,295	(5,821)	4,226	(42.1)%	1,326
OTHER INCOME		(13,473)	(8,767)	(8,359)	408	(12,944)	529	(3.9)%	529
TOTAL INCOME		(23,660)	(15,028)	(12,327)	2,701	(18,906)	4,754	(20.1)%	1,854
NET EXPENDITURE		30,494	13,388	13,524	137	32,628	2,134	7.0%	954

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Vacancies have been identified and are being managed across the service. The majority of the savings in staff costs for the full year are forecast in Facilities Management and Construction Consultancy. The continuing trend in the level of vacancies has enabled the service to increase the forecast underspend.

FORECAST VARIANCE	CHANGE
£'000	£'000
(1,579)	(69)

Property Costs

The cost of rates for the main Council sites is expected to be £280K below budget, due largely to the anticipated rates cost for Marischal College being below budget for the year. Property repairs costs have now been consolidated within EP&I and an overall underspend of £540K is now forecast.

(884)	(884)
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Administration Costs

Xerox docu-centre charges for Marischal College have been consolidated within Facilities Management but budgets still sit with individual services. £100K of this variance relates to this and is offset by favourable variances within other Directorates. A further £100K is due to exceptional costs associated with the move to Marischal College and the disconnection of utilities supplies at Summerhill and St Nicholas House.

254	234
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Transport Costs

The main underspend is forecast in vehicle leases (£220K) due to all the leased vehicles now having reached the end of their lives. Further savings are being made in vehicle maintenance costs (£100K) and in taxi hire, parking and staff travelling expenses.

(486)	(486)
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Supplies and Services

Savings are forecast in the purchase and repair of equipment, particularly within Building Cleaning. The cost of catering provisions is expected to be £120K above budget. The cost of consultants in the Architecture Design service is forecast to be £300K above budget while the corresponding cost for the Non-Housing Design team will be £120K below budget.

(279)	(49)
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Capital Financing Costs

Loans fund instalment values have been posted for the year and charges for Marischal College and Roads maintenance are above budget.

355	355
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Income

Fee income for Non-Housing Design team is expected to be £1.1M below budget and fee income from the Architecture Design team is expected to be £1.7M below budget, with a further shortfall of £230K in tenant recoveries. Building Cleaning income is expected to be £710K below budget - the service has stopped all internal recharges and this variance represents the difference between the service's income and the budgets held by its former clients.

4,754	1,854
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2,134	954
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DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
HEAD OF PLANNING AND SUSTAINABLE DEVELOPMENT

AS AT	30 November 2011	ANNUAL BUDGET	YEAR TO DATE			OUTTURN		CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE	
ACCOUNTING PERIOD 8		£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS	5,717	3,811	3,166	(645)	4,765	(953)	(16.7)%	(201)
PROPERTY COSTS	47	39	38	(1)	46	(1)	(1.6)%	(1)
ADMINISTRATION COSTS	132	82	128	46	181	49	37.6%	49
TRANSPORT COSTS	528	351	243	(108)	301	(227)	(43.1)%	(224)
SUPPLIES & SERVICES	1,557	979	985	6	1,500	(56)	(3.6)%	(46)
TRANSFER PAYMENTS	341	239	276	37	342	0	0.1%	6
CAPITAL FINANCING COSTS	584	0	0	0	579	(4)	(0.8)%	(4)
GROSS EXPENDITURE	8,906	5,500	4,835	(665)	7,714	(1,192)	(13.4)%	(420)
LESS: INCOME								
GOVERNMENT GRANTS	(397)	(264)	(285)	(21)	(388)	9	(2.3)%	9
OTHER GRANTS & CONTRIBUTIONS	(29)	(21)	(421)	(400)	(29)	0	(0.3)%	0
INTEREST	0	0	0	0	0	0	0.0%	0
RECHARGES	(206)	(59)	(56)	3	(201)	6	(2.8)%	6
OTHER INCOME	(4,198)	(2,678)	(2,786)	(108)	(4,516)	(318)	7.6%	(319)
TOTAL INCOME	(4,830)	(3,022)	(3,548)	(526)	(5,134)	(304)	6.3%	(305)
NET EXPENDITURE	4,076	2,478	1,287	(1,191)	2,580	(1,496)	(36.7)%	(725)

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Vacancies have been identified and are being managed across the service. The majority of the savings in staff costs for the full year are forecast in Building Standards and Strategic Planning and the outturn has been updated to reflect the ongoing level of vacancies across the service.

FORECAST VARIANCE	CHANGE
£'000	£'000
(953)	(201)

Property Costs

No significant variance from budget is forecast at this stage.

(1)	(1)
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Administration Costs

The Building Standards service incurred exceptional costs in connection with the demolition of a property at 7 Raeburn Place, which was not budgeted for.

49	49
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Transport Costs

Savings are forecast for the Public Transport Unit in vehicle maintenance, external hire of vehicles and other transport costs totalling £190K. Savings in travelling expenses are being made across the service and are expected to continue, totalling £20K for the full year.

(227)	(224)
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Supplies and Services

Savings are forecast in office supplies and software costs across the service.

(56)	(46)
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Transfer Payments

No significant variance from budget is forecast at this stage.

0	6
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Capital Financing Costs

No significant variance from budget is forecast at this stage.

(4)	(4)
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Income

Adverse variances are forecast for building application and property enquiry fee income totalling £280K due to the lower number of applications being received in the current financial year. Building application fee income is forecast to be £50K above budget. Roads Project recharges for both capital and revenue works are above budget to date and this trend is expected to continue.

(304)	(305)
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(1,496)	(725)
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ABERDEEN CITY COUNCIL
REVENUE MONITORING 2011 / 2012

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
ECONOMIC DEVELOPMENT PROJECT DIRECTOR

AS AT	30 November 2011	ANNUAL BUDGET	YEAR TO DATE			OUTTURN		CHANGE FROM LAST REPORT	
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
ACCOUNTING PERIOD 8		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS	2,021	1,348	1,181	(166)	1,706	(316)	(15.6)%	21	
PROPERTY COSTS	9	7	16	9	16	7	84.7%	7	
ADMINISTRATION COSTS	244	163	182	19	253	8	3.4%	8	
TRANSPORT COSTS	36	24	21	(3)	46	10	27.6%	10	
SUPPLIES & SERVICES	1,277	851	838	(13)	1,191	(86)	(6.8)%	(63)	
TRANSFER PAYMENTS	2,212	1,474	1,460	(14)	2,138	(74)	(3.3)%	(74)	
CAPITAL FINANCING COSTS	12	0	0	0	11	(1)	(7.7)%	(1)	
GROSS EXPENDITURE	5,811	3,868	3,698	(169)	5,360	(451)	(7.8)%	(91)	
LESS: INCOME									
GOVERNMENT GRANTS	(15)	0	(10)	(10)	(13)	2	(12.5)%	2	
OTHER GRANTS & CONTRIBUTIONS	(20)	(13)	(44)	(30)	(60)	(40)	198.0%	(40)	
INTEREST	(17)	(12)	(4)	8	(18)	(1)	3.3%	(1)	
RECHARGES	(149)	(99)	(101)	(1)	(161)	(12)	7.8%	(12)	
OTHER INCOME	(838)	(559)	(569)	(11)	(873)	(35)	4.2%	(125)	
TOTAL INCOME	(1,040)	(683)	(728)	(45)	(1,125)	(85)	8.2%	(175)	
NET EXPENDITURE	4,772	3,185	2,971	(214)	4,235	(536)	(11.2)%	(266)	

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Vacancies have been identified and are being managed across the service.

FORECAST VARIANCE	CHANGE
£'000	£'000
(316)	21

Property Costs

No significant variance from budget is forecast at this stage.

7	7
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Administration Costs

No significant variance from budget is forecast at this stage.

8	8
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Transport Costs

No significant variance from budget is forecast at this stage.

10	10
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Supplies and Services

There are a number of budgets for event costs that will not be fully utilised in the current year, resulting in a saving of £80K.

(86)	(63)
------	------

Transfer Payments

The level of contributions to third parties will be £80K below budget for the year.

(74)	(74)
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Income

Event income to date has been better than budget and this is reflected in the updated outturn.

(85)	(175)
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(536)	(266)
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**ABERDEEN CITY COUNCIL
REVENUE MONITORING 2011 / 2012**

**DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
OPERATIONAL SUPPORT MANAGER**

AS AT 30 November 2011	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
		PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
ACCOUNTING PERIOD 8								
STAFF COSTS	792	528	513	(15)	792	(0)	(0.0)%	(0)
PROPERTY COSTS	0	0	(1)	(1)	0	0	0.0%	0
ADMINISTRATION COSTS	68	39	62	23	102	34	49.4%	34
TRANSPORT COSTS	6	4	2	(2)	3	(3)	(45.7)%	(3)
SUPPLIES & SERVICES	266	177	15	(163)	172	(95)	(35.5)%	(95)
TRANSFER PAYMENTS	0	0	0	0	0	0	0.0%	0
CAPITAL FINANCING COSTS	0	0	0	0	0	0	0.0%	0
GROSS EXPENDITURE	1,133	749	591	(157)	1,069	(64)	(5.6)%	(64)
LESS: INCOME								
GOVERNMENT GRANTS	(124)	(82)	(15)	67	(123)	0	(0.1)%	0
OTHER GRANTS & CONTRIBUTIONS	0	0	0	0	0	0	0.0%	0
INTEREST	0	0	0	0	0	0	0.0%	0
RECHARGES	(607)	(405)	(361)	44	(550)	57	(9.5)%	57
OTHER INCOME	0	0	0	0	0	0	0.0%	0
TOTAL INCOME	(731)	(487)	(376)	111	(673)	58	(7.9)%	58
NET EXPENDITURE	402	261	215	(46)	396	(6)	(1.5)%	(6)

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Administration Costs

Photocopying and postage costs are forecast to be above budget as the result of the consolidation of these functions within Directorate Support following the move to Marischal College. Corresponding savings will be made in budgets across the rest of the directorate.

FORECAST VARIANCE £'000	CHANGE £'000
34	34

Transport Costs

No significant variance from budget is forecast at this stage.

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

Supplies and Services

The service has a budget of £120K to provide for costs associated with integrating the Environmental element of H&E into EP&I following the setting up of the Housing LLP. Delays in setting up the LLP means that this expenditure will not be required in the current financial year.

(95)	(95)
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Income

In line with the forecast savings in costs, recharges to trading services and to the HRA are expected to be reduced for the current year.

58	58
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(6)	(6)
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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Capital Monitoring – EP&I Projects
REPORT NUMBER:	EPI/12/024

1. PURPOSE OF REPORT

To advise the Committee of the capital spend to date for the Enterprise, Planning & Infrastructure projects included within the Non-Housing Capital Programme.

2. RECOMMENDATION(S)

The Committee note the current position.

3. FINANCIAL IMPLICATIONS

The monies required to fund these projects are achieved through external borrowing, capital receipts and grant income. These projects are all accommodated within the Non-Housing Capital Programme. Any under spend, carry forward or overspend will have implications for the programme. There are no issues at present that would result in such implications.

4. OTHER IMPLICATIONS

There are no other implications at this time but as projects progress or indeed fail to progress then other implications may arise and will be reported at an appropriate Committee.

5. BACKGROUND/MAIN ISSUES

As reported at the Finance & Resources Committee in December 2011 the overall responsibility for the monitoring/management of the Capital Programme lies with the Head of Asset Management & Operations. The Planning & Monitoring Officer within Asset Management & Operations is in regular contact with the Service Representative and the Capital Accountant, reporting in the first instance to the Corporate Asset Group. This ensures that the spend figures are always up to date and accurate.

Enterprise Planning & Infrastructure has a total of £27,831 million allocated to it from the Non-Housing Capital Programme. The projects included in the programme are:-

- 1) Corp Property Condition & Suitability Programme
- 2) Cycling Walking Safer Streets Grant
- 3) Access From the North
- 4) Western Peripheral Route
- 5) Corporate Office Accommodation
- 6) Corporate Asset Management
- 7) Nestrans - Capital Grant
- 8) 3R's Furniture, Fittings & Equipment and Other Works
- 9) Biomass Heating - Duthie Park Winter Gardens
- 10) Vehicle Replacement
- 11) AECC Pavilion for Offshore Europe Conference
- 12) Planned Renewal & Replacement of Road Infrastructure
- 13) Land Acquisition - Contingency

Spend to date for all projects to date is £14,289 million, 51% of the total budget. Discussions so far have not identified some under spend predictions. Variances in monthly spend compared to predicted spend have been identified in some cases, which has resulted in spend profiles being amended.

Appendix A provides a detailed breakdown of this spend to date.

Item 717 - Regional Sports Centre - 50m Pool has been removed from the Capital Plan for this year and all actual spend in addition to the projected spend has been removed. The method of funding has been investigated by Finance, effectively making the expenditure on this project a loan to Aberdeen Sports Village. The anticipated £1 million spend will go back into the Capital Budget.

An update on the Capital position will be reported to this Committee on 31 May 2012.

6. IMPACT

Corporate - The capital programme encompasses projects which link to the Community Plan, Single Outcome Agreement, Corporate and Individual Service Plans and Vibrant, Dynamic & Forward Looking.

Public - This report will be of interest to the public as it outlines the Council's capital spending to date on Housing & Environment Projects.

7. BACKGROUND PAPERS

Non-Housing Capital Programme 2011/12 – Monitoring Report approved at Finance & Resources Committee on 6 December 2011

8. REPORT AUTHOR DETAILS

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Appendix A:

Non Housing Capital: Enterprise, Planning & Infrastructure Spend to Period 8 (November)

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Corporate Office Accommodation	12,067	7,481	7,069	18
Condition & Suitability Programme	6,245	5,121	3,227	143
Renewal & Replacement of Road Infrastructure	3,693	3,733	1,618	230
Nestrans - Capital Grant	1,411	1,411	706	0
AECC Pavilion for Offshore Europe Conference	1,065	1,145	1,042	44
Western Peripheral Route	1,050	950	176	35
Land Acquisition - Contingency	700	700	1	0
Biomass Heating - Duthie Park	450	450	275	0
Cycling Walking Safer Streets Grant	307	308	26	19
Frederick Street Relocations - Crombie Road	220	220	39	39
Vehicle Replacement	173	28	28	0
Access From the North	150	130	0	0
3R's Furniture, Fittings & Equipment	150	150	67	0
Frederick Street Relocations - Archibald Simpson House	120	120	1	1
Corporate Asset Management	30	30	15	2
Totals	27,831	21,976	14,289	531

Enterprise, Planning & Infrastructure: By Project

Capital Item 663: Corporate Office Accommodation

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Corporate Office Accommodation	12,067	7,481	7,069	18

- Project has been reprofiled to be underspent this financial year by £4.586 million, a further £2.5 million saving from the previous profile.
- £100,000 profiled for resolving unforeseen issues at Marischal College building including redesign of car park, door relocations etc.

Capital Item 294: Condition & Suitability Programme

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Condition & Suitability Programme	6,245	5,121	3,227	143

- A total of 26 projects have now been completed this financial year.
- Discussions are taking place with Asset Management to potentially spend the remainder of this year's budget by bringing forward some reserve works. A list of potential works is currently being considered and will be discussed with Corporate Asset Group prior to consulting the Finance & Resources Convener and Vice Convener.

Capital Item 789: Renewal & Replacement of Road Infrastructure

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Renewal & Replacement of Road Infrastructure	3,693	3,733	1,618	230

- Actual ledger spend and completed works currently differ by approximately £1 million. Budget holder awaiting invoices for completed works and is proactively working to resolve the situation.

Capital Item 765: Nestrans - Capital Grant

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Nestrans - Capital Grant	1,411	1,411	706	0

- Remaining £705,000 of NESTRANS recharges profiled for February.

Capital Item 788: AECC Pavilion for Offshore Europe Conference

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
AECC Pavilion for Offshore Europe Conference	1,065	1,145	1,042	44

- Project will be overspent by approximately £80,000 in order to complete the project. Overspend will not exceed the Head of Asset Management and Operations delegated authority of 10% overspend.

Capital Item 627: Western Peripheral Route

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Western Peripheral Route	1,050	950	141	0

- The Project Team have reviewed the remaining stages of the project for this financial year to ensure they are in a position to proceed as efficiently and quickly as possible assuming a favourable outcome to the forthcoming appeal. The appeal is to be heard in December 2011.
- Budget holder has profiled £100,000 underspent. This reduction was subject to the appeal proceeding, the appeal dates are 13 - 16 Dec. and is strongly expected to go ahead.
- A significant and large proportion of the monies (circa £650k) still to be spent are linked to VAT payments. Discussions are currently ongoing with Transport Scotland seeking clarification of each funding partner's obligation with regard to this.

Capital Item 791: Land Acquisition – Contingency

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Land Acquisition - Contingency	700	700	1	0

- Budget holder still awaiting decision regarding the acquisition of land at South College Street. The cost of this has been adjusted to £699,000

Capital Item 782: Biomass Heating - Duthie Park

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Biomass Heating - Duthie Park	450	450	275	61

- Payments from this financial year totaling £213,000 require to be offset by CEEF funding. The total estimated CEEF contribution for this year is £350,000.
- The net Capital budget for this project will remain at £25,000.

Capital Item 551: Cycling Walking Safer Streets Grant

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Cycling Walking Safer Streets Grant	307	308	26	19

- Expenditure has commenced in earnest now payments to contractor have commenced.

Capital Item 793A: Frederick Street Relocations – Crombie Road

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	November Spend £'000
Frederick Street Relocations - Crombie Rd	220	220	39	39

- Works now underway to facilitate the Capital Receipt sale of site at Frederick Street to NHS Grampian.

Capital Item 784: Vehicle Replacement

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	Legally Committed £'000	November Spend £'000
Vehicle Replacement	173	173	28	0	0

- Vehicle sales have not yet reached the target of £9,000 of additional sales. The situation will be monitored to ensure the additional expenditure on this item is fully offset.

Capital Item 778: 3R's Furniture, Fittings & Equipment

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	Legally Committed £'000	November Spend £'000
3R's Furniture, Fittings & Equipment	150	150	67	79	0

- Budget holder awaiting decision on asbestos removal at a number of schools and additional furniture items at Cults and Bucksburn Academies.

Capital Item 587: Access From the North

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	Legally Committed £'000	November Spend £'000
Access From the North	150	70	0	0	0

- The NESTRANS spend currently stands at £140,000 of the £250,000 awarded. Only when this portion of the budget has been spent will the £150,000 Capital spend begin.
- Budget holder has reprofiled to show an underspend of £80,000.

Capital Item 793B: Frederick Street Relocations - Archibald Simpson House

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	Legally Committed £'000	November Spend £'000
Frederick Street Relocations - Archibald Simpson House	120	120	1	120	1

- Works now underway to facilitate the Capital Receipt sale of site at Frederick Street to NHS Grampian.

Capital Item 666: Corporate Asset Management

	Budget 10/11 £'000	Year Projection £'000	Total Spend £'000	Legally Committed £'000	November Spend £'000
Corporate Asset Management	30	30	15	14	2

- Remainder of spend profiled for training on Asset Management's CONFIRM system and travel costs involved

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Draft International Trade Plan 2012/2013
REPORT NUMBER:	EPI/12/053

1. PURPOSE OF REPORT

The report seeks approval for the Council's planned international trade development activities for 2012/2013, and in particular the attendance at overseas trade events, in order to help deliver the economic development priorities of the Single Outcome Agreement; Vibrant, Dynamic and Forward-looking; and the ACSEF vision.

2. RECOMMENDATION(S)

It is recommended that Committee:

1. Approve the report and the activities described herein, subject to their approval by the Scottish Government in the normal manner
2. Receive a bulletin report on each event undertaken in the plan

3. FINANCIAL IMPLICATIONS

The delivery of the proposed programme of international trade development activities is dependent upon a 2012/2013 international trade service budget allocation, covering staffing costs and operational programmes. This will be determined in February 2012 as part of the Council's corporate budget setting process.

In 2011/2012, the allocated budget was £63,000. The 2012/2013 international trade plan is based on a budget at approximately the same level as 2011/2012, and is therefore subject to change, depending on the Council's 2012/2013 budget allocations. If there are significant changes as a result of budget decisions, a revised plan will be submitted to the next Committee in May 2012.

4. OTHER IMPLICATIONS

Health and Safety: The health and safety implications of all overseas journeys are taken into account during planning, with any exceptional implications to be

addressed at the time. Officers regularly review the travel advice provided by the Foreign and Commonwealth Office and are in contact with counterparts in-country to ensure information is accurate and up-to-date. When participating in overseas journeys, Council officers and Elected Members are covered by the Council's insurance policy. A risk assessment is carried out for each overseas journey.

Risk Management: The risks associated with **not** undertaking this international trade development work are:

- City companies would have significantly reduced opportunities to enter new export markets and exploit export opportunities;
- Aberdeen's position as a global energy capital would be compromised if there was no local support, for example, to host high-level visiting business delegations; likewise, there would be a serious risk of loss of visibility on the world energy industry stage if profile was not maintained at key overseas trade events
- The Council would not be fulfilling its obligations in the Single Outcome Agreement, VDFL or the role set out in the Scottish Economic Recovery Plan, which places internationalisation as "one of the central priorities for the acceleration of the Scottish recovery".
- Loss of targeted local support to local businesses could contribute to their failure, or their decision to relocate from Aberdeen.

Staffing: The international trade team is currently staffed by one full-time Senior Officer International Trade and Investment and supporting this role are two full-time International Trade Officer posts, both of which are currently vacant. The successful delivery of the plan is dependent on a fully-staffed team. These staffing numbers do not take account of City Promotion team personnel who lead on exhibitions such as OTC and ONS. Market prioritisation has been considered carefully to ensure staffing resources are targeted where they can deliver most value and benefit to local companies.

5. BACKGROUND/MAIN ISSUES

Regional, National and International Context

The vision of Aberdeen City and Shire Economic Future (ACSEF) is for Aberdeen City and Shire "to be recognised by 2025 as one of the most robust and resilient economies in Europe with a reputation for opportunity, enterprise and inventiveness that will attract and retain world-class talent of all ages." Aligned to this is the need to maintain an excellent quality of life, for which the region is already renowned.

To achieve this vision, and ensure sustainable growth and prosperity for the region, Aberdeen City and Shire's public and private sector organisations need to work in partnership to deliver on the 7 strategic priorities (below) in the 4 key industry sectors of **energy, life sciences, tourism and food and drink**.

1. Deliver a fully integrated transport network

2. Maximise our intellectual capital – people and expertise
3. Anchor the oil and gas industry
4. Deliver city centre redevelopment
5. Attract and develop skilled people
6. Improve the efficiency of planning decision-making
7. Location of choice for company headquarters

This report outlines how the Council's international trade team will contribute to the delivery of these priorities, particularly items 2, 3, 5 and 7.

The international trade team helps to create the conditions for sustainable economic growth in the City by providing strategic support to City businesses to enhance their internationalisation (eg increase export of products and services).

The team does this by working effectively in partnership with key local, national and international partners to enhance the City's strategic profile and position as a global energy capital, and as an even better place in which to live, work, invest, visit and grow up.

In practical terms, this means supporting trade missions, hosting inward business delegations, facilitating contacts between local and international companies, holding business seminars, attending key industry conferences and exhibitions and providing market intelligence.

In many of these activities, the team works in partnership with Scottish Development International, UK Trade and Investment and other local and national organisations to ensure the focus of the work is demand-led and there is a coordinated approach to international trade activity. The team seeks to leverage the combined benefit of partner activities to maintain profile and will support partners' activities at select events where the team is not represented in person.

Sector prioritisation

It is proposed that the City Council's international trade team should continue its clear focus on the **energy** industry for the following reasons:

- The energy industry, both oil and gas and renewables, remains the key driver for the regional economy
- The energy industry is where the team can add most value for SMEs through supporting trade missions, hosting inward delegations, holding seminars etc
- There is significant industry-led demand for support to increase internationalisation and support further exports
- Support for high-value jobs in the city
- Future potential of subsectors such as subsea, decommissioning, unconventional oil and gas etc
- Activity complements national support from SDI and UKTI

- Existing knowledge, expertise and experience within the team is focused on the energy industry
- Other sectors benefit from existing support (eg support for life sciences from SDI; support for tourism from the Council's City Promotions team and Visit Scotland; support for food and drink from Aberdeenshire Council)

Assuming a clear focus on the energy industry by the international trade team, the team must then narrow its focus further to certain key geographic target markets, in order to direct its limited staffing and budget resources towards optimal outcomes for local companies.

The priorities below are determined by taking into account the following:

- Industry opinion, for example, through the Export Survey and ad-hoc questionnaires
- Current knowledge, experience and expertise within the team
- Forecasting of future market developments
- Views of Council officers and Elected Members
- Views of local and national partner organisations via the Aberdeen City and Shire Export Partnership
- Opportunity for best return on investment (eg of staff time, project budget)
- Cities/regions where good working relationships are already in place
- Accessibility of the market (eg regulations, business culture, language etc)

Summary of target markets and priority levels

In order to focus activity where it can deliver most benefit to local companies, it is necessary to prioritise certain markets, to determine the type and amount of activity to be undertaken in that market.

Activity in Tier One – the top priority markets – will include proactive outward and inward business support, for example trade missions, exhibitions, conferences, inward visits, local seminars, sponsored events etc.

Activity in Tier Two – medium priority markets – will include continued business support with some outward but mainly local or inward events, such as seminars.

However, given the speed with which markets and the oil and gas industry change and develop, this framework is intended as a guide only. The team will endeavour to maintain enough operational and financial flexibility to enable it to respond to any unexpected opportunities that may arise which have the potential to provide an immediate return for Aberdeen companies.

Tier One (top priority)

US (Gulf of Mexico)
Brazil
Norway

Tier Two (medium priority)

Australia
Iraq
WECP partners

Additional Priorities

Unconventional Oil and Gas Conference November 2012

The international trade team, in partnership with the private sector, is organising a second conference in Aberdeen in November 2012 focusing on the fast-emerging global sub-sector of unconventional oil and gas.

2012 Aberdeen City and Shire Export Survey

The biennial Export Survey is a vital ingredient in determining how to tailor international trade services according to company demand.

World Energy Cities Partnership (WECP)

Aberdeen City Council is a founding member of the World Energy Cities Partnership – an 18-strong network of global energy cities that encourages the exchange of energy industry knowledge and economic and infrastructure development strategies.

Representatives of the City Council attend two WECP meetings per year: the Annual General Meeting each October, and a working meeting during the Offshore Technology Conference in Houston each May.

The focus of activity in 2012/2013 will be on academic collaboration and maximising business development opportunities.

Renewable Energy

An emerging component of the international trade team's work will be its support for the renewable energy sector and, once the appropriate vacancy has been filled, officers will report on planned activity in this sector.

Memoranda of Understanding (MOU)

Please see separate report to this Committee on a review of MOU.

Type of activity

Having identified the priority sector (energy) and the priority markets as above, the next step is to identify what type of international trade support activity will deliver the best results for Aberdeen companies.

The type of activity undertaken will depend on the nature of each market, the level of industry interest/demand, resource capacity (both budget and staffing), and ability to maximise output through working in partnership in order to ensure the Council obtains maximum value for every pound it spends.

In general, the type of activity will include:

- Attending industry conferences and exhibitions – taking a stand at some, simply having a mobile presence at others
- Where appropriate, accompanying trade missions to target markets
- Hosting (both through proactively attracting and responding to requests from partners) key inward business delegations from main target markets
- Hosting business seminars for local companies
- Making better use of existing networks such as WECP, MOU etc

6. IMPACT

Corporate: The contents of the report relate directly to delivering the economic development aspects of the Single Outcome Agreement:

National Outcome 1 – We live in a Scotland that is the most attractive place for doing business in Europe

National Outcome 2 - We realise our full economic potential with more and better employment opportunities for our people

Local Outcome – Anchor the Oil and Gas Industry

Local Outcome – Diversification of the Economy

The contents of the report also relate directly to delivering the economic development aspects of the Administration's Policy Statement Vibrant, Dynamic and Forward-looking:

“The future prosperity of our city depends on ensuring that Aberdeen becomes an even more attractive place in which to do business and so ensure that high quality employment opportunities exist for citizens. The partnership will continue to promote Aberdeen as the Energy capital of Europe and seek to lead in the field of renewable energy.”

An Equality and Human Rights Impact Assessment is not required for this report.

7. BACKGROUND PAPERS

Aberdeen City and Shire Export Survey

Scottish Government Economic Strategy

Scottish Government International Framework

The Economic Action Plan (2008) for Aberdeen City and Shire – ACSEF

Aberdeen City Council Single Outcome Agreement

Vibrant, Dynamic and Forward-Looking

Aberdeen and Grampian Chamber of Commerce Oil and Gas Survey

8. REPORT AUTHOR DETAILS

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DRAFT INTERNATIONAL TRADE PLAN 2012 – 2013

MARKET	TRADE EVENT	TIME AND PLACE	JUSTIFICATION	OFFICER INVOLVEMENT	COMPANY INVOLVEMENT	MEMBER INVOLVEMENT	BUDGET* *Estimates pending 2012/2013 allocations
USA	Offshore Technology Conference (OTC)	Houston, USA 30 April – 3 May 2012	OTC is the major global oil industry show. USA is the no.2 current market for current exporters. Also includes WCEP meetings.	Two Officers	Yes – but not directly with ACC	No – due to proximity to 2012 Local Government Elections	£6,000 includes costs for 2 officers and attendance at WCEP.
Partnerships (WCEP, MOU etc)	Global Petroleum Show	Calgary, Canada 14-16 June 2012	To promote World Heavy Oil Congress 2012 in Aberdeen in September 2012. The City of Calgary has offered free exhibition space.	One Officer (City Promotions)	Yes – but not directly with ACC	Not required.	£1,000 (International Trade) £2,000 (City Promotions)
Norway	Offshore Northern Seas (ONS)	Stavanger, Norway 28-31 August 2012	Norway is the no.1 current market for current exporters and no.3 target market for current exporters.	Four Officers (Two City Promotions; Two Business Growth)	Yes – numbers TBC	Yes – Lord Provost	£6,000 (International Trade) £25,000 (City Promotions)
Brazil	Rio Oil and Gas; UKTI Energy Showcase; Trade Mission	Rio de Janeiro, Brazil Mid-Late September 2012	UKTI Energy Showcase. Brazil is a top priority market due to scale of opportunity. MOU partner.	Up to two Officers	Yes – numbers TBC	Not required.	£6,000
Partnerships (WCEP, MOU etc)	WCEP AGM	St John's, Canada October 2012	WCEP Annual General Meeting; development of WCEP network; outward trade mission	Two Officers	Yes – numbers TBC	Yes - Lord Provost	£6,000; plus £6,000 annual membership fee
Inward visits to Aberdeen from various markets	Inward Visits 2012/13	Aberdeen Various dates TBC/on request eg Rio Grande do Sul in June (TBC)	Inward visits from overseas delegations anticipated from key target markets during 2012/13, eg especially for <ul style="list-style-type: none"> Subsea 2012, All Energy 2012, World Heavy Oil Congress 2012, Unconventional Gas Aberdeen 2012. Number of requests for assistance with visits likely to be high.	To be determined as required.	Yes	Yes – requests likely for civic receptions, civic welcomes etc	
Local seminars and workshops in Aberdeen on various markets	Local seminars and workshops	Aberdeen Various dates TBC	Programme of local seminars and workshops to focus on key target markets.	To be determined as required	Yes	Not required.	

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ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning & Infrastructure

DATE 31st January 2012

DIRECTOR Gordon McIntosh

TITLE OF REPORT International Partnerships & Twinning Applications

REPORT NUMBER EPI/12/054

1. PURPOSE OF REPORT

The purpose of this report is to bring before the Committee applications for financial assistance from the International Twinning Budget 2011-2012 and to make recommendations.

2. RECOMMENDATION(S)

That the Enterprise, Planning and Infrastructure Committee recommend the approval of the following grants from the International Twinning Budget 2011-2012:

- i) £3,900 towards the popular Aberdeen Jazz Festival, 14-18th March 2012. This well established music event continues to develop in the city and by seeking to include international partners from Regensburg and Stavanger, supports the event's growth and appeal to a wider audience.
- ii) £2,000 towards the project being carried out by Operation Florian in Bulawayo, 15th March - 4th April 2012. By supporting the supply of equipment and the transfer of knowledge and skills from Grampian Fire and Rescue Service, this will aid in the 'up-skilling' of the local fire-fighting community in Bulawayo.
- iii) £5,000 towards the visit to Stavanger by the Aberdeen Lesbian Gay Bisexual Transgender (LGBT) to understand the work of similar international support organisations overseas. This visit will also develop a network of contacts to establish reciprocal exchanges between twin city partners in the future.
- iv) £7,425 towards the participation of two youth football teams from Clermont-Ferrand at the 2012 Denis Law Tournament, 15th-21st July 2012 being held at Aberdeen Sports Village.
- v) £6,116 towards the participation of two groups of performers, one from Gomel and the other from Clermont-Ferrand, to help mark the 40th

Anniversary of the Aberdeen International Youth Festival (AIYF), 1st-11th August 2012.

3. FINANCIAL IMPLICATIONS

Full Council approved the International Twinning Budget for 2011-2012 of £137,350 at its meeting on 10th February 2011. The approved budget from the Common Good Fund provides £102,000 towards the support of twinning projects and/or visits.

Following the restructuring of the Economic & Business Development Service, the vacant International Partnership Officer position was realigned to the City Events Team within City Promotions and a new officer was appointed in October 2011. Prior to this appointment the post had been vacant for 8 months, hence the lack of budget spend at this point.

		£
	Balance of Budget Available	£86,000
i	Participation of Trio Elf, from Regensburg and a group from Stavanger University Msc Music Class to participate in the Aberdeen Jazz Festival, 14-18 th March 2012.	£3,900
ii.	Support the visit of Operation Florian to Bulawayo from 15 th March - 4 th April 2012 which will see Grampian Fire and Rescue firefighters provide training to local firefighters in Bulawayo Fire Services and donate fire fighting apparatus.	£2,000
ii	Contribution towards the visit of the LGBT Aberdeen group to Stavanger, 29 th August - 2 nd September 2012 to see what support mechanisms are in place in similar organisations.	£5,000
iii	Participation of two youth football teams from Clermont-Ferrand to play in the Denis Law Tournament, 15 th -22 nd July 2012 hosted by Aberdeen Sports Village.	£7,425
iv	Participation of a group of performers from Gomel and Clermont-Ferrand in the 40 th Anniversary celebrations of Aberdeen International Youth Festival, 1 st -11 th August 2012.	£6,116
	TOTAL	£24,441
	Amount remaining in Budget if recommendations approved:	£61,559

4. OTHER IMPLICATIONS

The health and safety implications of all visits are taken into account during planning, with any exceptional implications addressed at the time of application.

The International Partnerships Officer regularly reviews the travel advice provided by the Foreign and Commonwealth Office and is in close contact with counterpart officers in the twin cities to ensure information provided to participants is accurate and up-to-date.

Where individuals/groups from Aberdeen are travelling overseas, comprehensive pre-visit briefings are offered by the International Partnerships Officer 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 instructed by the International Partnerships Officer to obtain comprehensive travel insurance.

Long-established twinning links will not be maintained without regular reciprocal visits and ongoing projects being initiated by communities, groups and individuals and there is the potential for the city's international image to be damaged if we don't continue to support established relationships.

Without support from the twinning budget, exchanges and visits of this nature could not take place and people in Aberdeen would lose a wide range of opportunities to engage with the international community. In addition, incoming visitors to the city on twin city projects support the local economy through their participation at events and hospitality and retail expenditure while visiting the city.

The International Partnerships Officer will provide a link between Aberdeen and our twin cities, provide organisational support, advice and guidance when required.

They will also make recommendations on funding available to the group and how they can continue to foster a relationship with the twin city so that it is long-lasting and beneficial to the people of Aberdeen without requiring ongoing financial support from the public purse.

All groups participating in twin city activities are encouraged to develop sustainable relationships with their partner groups. Links between most of the twin cities of Aberdeen are active and links which have not recently been engaged have been contacted to re-establish communications. It is important that all visits and projects through twinning are long-standing and fruitful to ensure their benefit to the people of Aberdeen, to establish and promote positively the overseas image of Aberdeen and for best practice to be shared between cities.

5. BACKGROUND/MAIN ISSUES

i Participation of Trio Elf from Regensburg and a group from Stavanger University Msc Music Class to participate in the Aberdeen Jazz Festival, from 14-18th March 2012.

Jazz Aberdeen is a not-for-profit organisation which was started by the Aberdeen Jazz Group. Since its first annual Jazz Festival in 2003, the festival has helped Aberdeen in promoting jazz as it involves both local

and international artists, therefore attracting a large crowd of jazz fans to the city centre. The Festival also hosts various workshops for amateur jazz players and schools, ensuring that local people can benefit from the event.

In 2011 jazz players from Aberdeen were invited to participate in the Regensburg Jazz Festival, Bavarian Jazz Weekend. There is also a long-standing twinning link between Aberdeen and Stavanger which has been inactive in recent years. The invitation to Trio Elf, from Regensburg would be a reciprocal visit from their invitation from 2011, and the involvement of Stavanger University Music Group would re-establish the long-standing jazz link with Norway.

The participation of the two cities would attract local and international jazz fans and have a positive impact on Aberdeen by enhancing the City's event programme and from increased economic activity in retail, and the hospitality sector. The proposal is for Trio Elf to stay for one night with one performance and Stavanger Music Group two nights with three performances. The venues for Aberdeen Jazz Festival are the Blue Lamp, Lemon Tree, Tunnels and The Green.

The participation of Regensburg and Stavanger would promote the cultural and musical image of Aberdeen, reflecting differences in cultural styles of jazz. Furthermore it would project the vibrant image of Aberdeen, portraying it as a city leading an important jazz festival in Scotland. The Festival would lead to reciprocal visits by Regensburg and Stavanger, maintaining the long-term sustainability of jazz links between the cities.

The application requests a total of £3,900 as assistance with meeting the cost of accommodation, meals, local transport, and professional fee for the bands and administration fees. The total cost of the application is £6,600, with £2,700 being raised through contribution by participants and fund raising, leaving the total of £3,900.

- ii **Support the visit of Operation Florian to Bulawayo, from 15th March to 4th April 2012 which will see Grampian Fire and Rescue firefighters provide training to local firefighters in Bulawayo Fire Services and donate fire fighting apparatus.**

Operation Florian was established as a charity in 1995. It is the UK Fire Service Humanitarian charity to promote the protection of life amongst communities in need both world-wide and in local communities. They provide equipment and training to improve fire fighting and rescue capabilities.

Grampian fire-fighting members of Operation Florian teamed up with members from the Manchester base to visit the fire and rescue services in Bulawayo in 2011. There, they discovered the equipment being used was past its best and potentially harmful to those using it. Knowing their

knowledge and training from the UK could be put to good use in Bulawayo, they have submitted an application for funding to support a further visit to Bulawayo in March 2012. During their last visit to Bulawayo they also visited Bulawayo City Council and Mayor.

During this visit, Operation Florian will provide equipment and training to the local fire-fighting services in Bulawayo, thus improving the fire-fighting capabilities overseas. They also plan to meet again with Bulawayo City Council. Some of their objectives for the project are noted below:

- Breathing Apparatus course
- Road Traffic Accident Course
- Community Fire Safety
- Donation of two Fire Appliances

Aberdeen's twinning link with Bulawayo has been dormant for the past few years and this is an opportunity to maintain the relationship. It would promote the image of Aberdeen and Aberdeen's Grampian Fire and Rescue services, our support of humanitarian work overseas and benefit the people of Bulawayo in the long-term.

Operation Florian would further provide the opportunity for relationships to be forged between the participants and provide an insight into international perspectives.

The application requests a total of £2,000 to contribute towards transportation costs associated with the project.

iii Contribution towards the visit of the LGBT Aberdeen group to Stavanger from the 29th August to 2nd September 2012 to see what support mechanisms are in place in similar organisation.

The Lesbian, Gay, Bisexual and Transgender (LGBT) Aberdeen is part of the wider LGBT Scotland group. The Aberdeen group has created a 'Zone Youth' for under 26s who meet on the 2nd Saturday of each month, providing young individuals an opportunity to meet people and make friends through various activities and events throughout the year. The LGBT Scotland holds various national projects and a National Youth Council.

The Aberdeen LGBT group has approached twinning with the view to arranging a visit to Stavanger to visit a similar organisation, such as LLH Rogaland, which is the LGBT organisation in Stavanger, to see what support mechanisms it has in place and to exchange knowledge, information and culture. Stavanger and Norway are seen to be leading on equal rights and was one of the first countries to allow gay marriage, which is why it was chosen as key location to visit in order to learn and experience what is in place there to support the LGBT youth community.

On their return to Aberdeen, they aim to install what they have learnt and seen in Stavanger to improve the service offered to members and participants through 'Zone Youth' and to report back to the LGBT National Council Scotland. If this were to happen, Aberdeen will be recognised as being proactive in trying to impart knowledge and best practice from a country who is leading the way for LGBT organisations. By improving the services which Aberdeen offers through this organisation, other twin cities may choose to visit Aberdeen in the future to learn from us.

This project would meet Aberdeen's vision of being forward-looking as it aims to improve the services and activities to a community group for the future. The project also meets with the twinning objectives of exchanging knowledge, information and best practice and fosters long-term friendships.

The proposal is for a total of eight people (two adults and six young people) to visit during the 29th August to 2nd September 2012. The application requests £5,000 to help towards flights to and from Stavanger, accommodation and meals. Fund-raising will be undertaken by the LGBT group, and they are seeking further assistance from the Drug Strategy Money fund. A break-down of costs is given below

Expenditure	
Flights (8 people)	£1,100
Accommodation	£6,240
Meals and Food	3,200
Total	£10,540
Income	
Fund-raising	£1,540
Drug Strategy Money Fund	£4,000
Total	£5,540
Expenditure-Income	£10,540-£5,540
Outstanding Costs	£5,000

iv Participation of two youth football teams from Clermont-Ferrand to play in the Denis Law Tournament from the 15th-21st July 2012 hosted by Aberdeen Sports Village.

The Denis Law Tournament is a fairly recent event established by Aberdeen Sports Village to continue to provide a football tournament for youths in Aberdeen, and to provide international and cultural opportunities for the locals taking part. It provides a range of activities such as 'Skill School', Footstars sessions for pre-school children and 'Fun Zone'. Last year a football team from the twin city Stavanger visited Aberdeen to participate in the event.

Aberdeen Sports Village would like to extend an invitation to a different twin city to participate in the football tournament and suggested the participation of two youth teams from Clermont-Ferrand. The teams would be one under 14 and the other under 16 and would be of a high standard of playing. Together, there is expected to be around 20 participants from Clermont-Ferrand to compete in the Denis Law Tournament.

Inviting players from Clermont-Ferrand it will give local players exposure to a different sporting and cultural way of life. Free activities and social outings will be offered to the players, including educational seminars which will allow players and coaches of different nationalities and culture to exchange best practice and to learn about different approaches to sport. Social outings and activities further provide the platform for cultural exposure and possibly even the chance for locals to practice their language skills learnt at school. Ensuring that youngsters have the opportunity to mix with various other cultures will give them the international relation skills and understanding of cultural differences which they will need for later life.

It is planned that players from the United States of America will be taking part, opening the football tournament from more of a European competition to an international tournament.

During the tournament the Cameroon Olympics Team will be training at the Sports Village prior to the London Olympics; it is planned for the football players to have a workshop with some of the Cameroon athletes which will be an invaluable experience for all of the participants and further develops the international element of the tournament, as well as making the tournament into an innovative and inclusive event which Aberdeen Sports Village is aiming for.

The application requests an amount of £7,425 which would cover accommodation, registration fees and travel insurance. Flight costs to and from Aberdeen will be covered by the council in Clermont-Ferrand. The break-down of costs are given below:

Expenditure	
20 x Flights	£8,000
20 x Full Board at Halls of Residence	£6,000
Tournament Registration Fee	£350
Travel Insurance	£500
Total	£14,850
Income	
Estimated Fund Raising	£1,025
Contribution by Participants	£6400
Total	£7,425
Expenditure-Income	£14,850- £7,425
Outstanding Costs	£7,425

By supporting the Denis Law Tournament through the participation of Clermont-Ferrand, Aberdeen will meet with its sport and culture vision. One of the main focuses of the tournament is the development of sporting performance and coaching skills and a strong emphasis on long-term health.

It further provides a platform to showcase Aberdeen city and our sporting facilities and for the participants and coaches to forge positive, long-lasting relationships. This unique event seeks to bring together local communities, businesses and international competitors.

v Participation of a group of performers from Gomel and Clermont-Ferrand in the 40th Celebrations of Aberdeen International Youth Festival, 1st-11th August 2012.

2012 will mark the 40th Anniversary of Aberdeen International Youth Festival. Each year, the Youth Festival has steadily attracted larger audience figures due to the level and variety of performers offered. It is recognised as one of the leading youth arts events in the world and fully supports Aberdeen's vision of being vibrant, forward-looking and dynamic.

To help mark the 40th Anniversary celebrations, AIYF would like to invite a small music group from Gomel and Les Chemin des Chevres, a folk/rock band from Clermont-Ferrand, to participate in the Festival. The project links to the community tour and will include workshop sessions with youth community music projects and performances. Their

participation in the Festival will allow spectators to witness a different cultural experience and become more culturally aware.

The performances from Gomel and Clermont-Ferrand will also allow the Aberdeen International Youth Festival to build on past relationships developed through the Strategic Music Partnership. Throughout the event new relationships can be built and will allow connections to be developed between other musicians.

Gomel in particular has been invited to perform as part of the equal opportunities policy of the Festival which encourages the application of participants from more disadvantaged communities through geographic, social and economic challenges, including groups locally, nationally and internationally.

The participation of a small group of performers from both Gomel and Clermont-Ferrand strengthens the Aberdeen International Youth Festival's commitment to the communities of Aberdeen which have limited access to arts performance and activity. The event will build on Aberdeen's reputation as one of Scotland's leading creative gatherings and would stimulate new projects between the twin city partnerships.

The application requests £6,116 in support of their participation. The Clermont-Ferrand group of three people have been invited from 2nd-6th August and Gomel participants from the 3rd-11th August. The application includes supporting accommodation costs, meals and local transport. The amount requested for the group from Gomel is higher due to the fact the City of Gomel are unable to make a contribution to their participation. A break-down of costs is given below:

Expenditure	
Cost Flights (x3) Clermont-Ferrand	£1,500
Cost Flights (x4) Gomel	£2,800
Accommodation Clermont-Ferrand	£504
Accommodation Gomel	£1,344
Festival Travel Costs Clermont-Ferrand	£200
Festival Travel Costs Gomel	£400
Festival Courier and Venue Staff Clermont-Ferrand	£250
Festival Courier and Venue Staff Gomel	£400
Venue Hire Clermont-Ferrand	£450
Venue Hire Gomel	£500
Workshop & Performance Fees Clermont-Ferrand	£720
Workshop & Performance Fees Gomel	£960
Production & Technical Support Clermont-Ferrand	£400
Production & Technical Support Gomel	£400
Total	£10,828
Income	
Estimated Fund-Raising Clermont-Ferrand	£1,500
Estimated Fund-Raising Friends of Gomel	£1,000
Box Office and Own Resources Clermont-Ferrand	£512
Box Office and Own Resources Gomel	£1,700
Total	£4,712
Expenditure-Income	£10,828-£4,712
Outstanding Costs	£6,116

5. 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. Many of the recommendations for projects in this report create a positive image of Aberdeen internationally and provide the local communities an opportunity to learn from others, to participate in a various, exciting events and to increase local pride in our city.

In the policy statement “Vibrant, Dynamic and Forward Looking”, the Council sets out how it aims to make Aberdeen a better place to live and work. Promoting and supporting international exchanges, involving various communities of interest and, contributes to this aim and to the actions of the Single Outcome Agreement. The outlined twinning projects also align with the cultural strategy vision as it allows for improved communication of cultural opportunities, helps with changing the perception of the city to develop a stronger cultural identity and to have increased levels of effective partnership working.

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 groups, communities and organisations to access twin city projects and exchanges and for possible sources of funding are advertised through the Council’s website, press releases, school circulars where appropriate and the Aberdeen Council of Voluntary Organisations e-bulletin.

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.

7. BACKGROUND PAPERS

None

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning & Infrastructure
DATE	31 st January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Offshore Europe (OE) 2011 & 2013
REPORT NUMBER:	EPI/12/049

1. PURPOSE OF REPORT

This report will outline feedback from the 2011 event and detail proposed direction for Aberdeen City Council's involvement in OE11. It will outline the cost implications of participating in the exhibition and the activities to be undertaken in support of the event. Funding approval is required from the 2012-13 and 2013-14 Economic & Business Development budgets to ensure the event can continue to be delivered.

2. RECOMMENDATION(S)

That members:

- note the content of this report.
- support the Council's involvement in the exhibition in 2013 and as such commit to the necessary funding of £35,000 per annum being maintained in the budget for 2012-13 and 2013-14 subject to the budget process.
- Support the proposed direction for the promotion of Aberdeen City and Shire at Offshore Europe 2013.

3. FINANCIAL IMPLICATIONS

Total cost for participation at OE is £250,000 however following receipt of partner contributions, company income and sponsorship contributions, Aberdeen City Council's contribution will be £70,000 spread across two consecutive financial years. The costs for OE are budgeted for on an annual basis with half the funding in 2012-13 Economic & Business Development budget and the remaining half to be included in the 2013-14. This will be matched by Aberdeenshire Council who are joint partners in the Aberdeen City and Shire presence at the exhibition.

4. OTHER IMPLICATIONS

People: Existing resources from within the Economic & Business Service undertake the activities associated with the delivery of Aberdeen City Council's presence at the exhibition.

Finance: Total cost for the council's presence at OE as identified within the Economic & Business Development service budget is £70,000 across two consecutive financial years.

Health & Safety: There will inevitably be some risks associated with the organisation of a presence and attendance at an exhibition. All measures relevant to the venue and construction are taken to reduce any risks and professional contractors are employed to build and dress the exhibition stand in line with current health and safety legislation, building standards and raised structure construction.

Risk Management: A high profile presence at OE13 facilitates Aberdeen City Council's opportunities arising from Economic & Business Development existing international links and trade development activities. If Aberdeen City Council did not participate at this key global oil and gas exhibition, this may result in a failure to identify and capitalise on the new market opportunities for oil and gas companies in Aberdeen City and Shire.

Financial risks associated with the exhibition are shared with Aberdeenshire Council, stand partners and exhibiting companies.

The City Promotions Team apply standard project management processes and monitor the project for the 18 months prior to the event to ensure the critical path of activity is strictly adhered to.

Social: The exhibition provides the city with a unique promotional and educational resource on industry trends, current and future energy issues and development of the careers and technology which are intrinsically linked to the long term success and growth of the region.

Economic: This project is critical in asserting and building upon Aberdeen's status as a Global Energy Hub and is therefore critical to the future health of the local economy. Trade development activities and the promotion of the skills, knowledge and expertise that exist in the city will support economic growth and increased employment opportunities. By improving the economic sustainability of Aberdeen's industry sectors this guarantees the regions image as a viable investment opportunity.

5. BACKGROUND/MAIN ISSUES

Offshore Europe (OE) is the largest oil and gas conference and exhibition outside North America. It will be held in Aberdeen at the AECC from 3-6th September 2013.

It is staged biennially in Aberdeen, the centre of the European oil industry and is the most prestigious event staged in the city.

Businesses attending the exhibition include offshore oil and gas exploration and production companies, major drilling and engineering contractors, supply and service companies, government and academia.

The exhibition showcases the advances being made in the industry and discusses key issues facing the global energy industry.

In 2011 the event was reduced to 3 days to accommodate the Walker Cup but still managed to break previous event attendance numbers with 48,575 visitors, 32,025 of these unique.

The exhibition grew by 9% in size to 25,000sqm and played host to over 1500 exhibitors and pavilions from around the world including Brazil, China, Norway and Australia to name but a few.

Generating an economic impact of £18 million for the local economy, taking an Aberdeen City and Shire stand at Offshore Europe presents the council with an excellent opportunity to:

- demonstrate its commitment to the energy industry
- showcase Aberdeen City and Shire's business capabilities
- promote the area as a world class business location and a desirable place to invest, live, work, study and visit
- facilitate business to business introductions
- signpost potential investors to local companies
- host VIP & international delegations
- showcase council services to local, national and international businesses

Internationalisation, product and market diversification are key elements of the city's development strategy and the exhibition plays an important role in developing this strategy.

In 2011, as at previous exhibitions, Aberdeen City Council partnered Aberdeenshire Council on a joint stand in a prime location within the event. The stand provided a highly visible promotion of Aberdeen, Aberdeenshire and their respective local authorities. In addition, 20+ companies pay to secure space on the 295sqm stand which is recognised as one of the most effective presences at the exhibition.

Feedback from exhibitors on the Aberdeen City and Shire stand reported that a significant number of genuine business opportunities were identified and all said that the event rated very good or excellent in meeting their participation objectives. It was also highlighted that the

level and quality of business contacts met across the course of the week were better than in recent similar exhibitions.

Exhibitors reported in feedback questionnaires that the provision of the council's service associated with the exhibition, the quality of the stand, related facilities and overall value for money in relation to OE were rated excellent.

In addition to the exhibition presence and working with our ACSEF partners, a range of region wide initiatives were implemented before and during OE to ensure that the city and its visitors got the most out of the event.

Initiatives included:

A civic reception for local, national and international energy representatives and a business breakfast hosted by Aberdeen & Grampian Chamber of Commerce and held at AECC.

A number of trade development and key priority market workshops were organised and delivered on the Aberdeen City and Shire stand along with the launch of Aberdeen First and a presentation on Energetica for an international audience.

Promotional banners across Union Street displaying key industry sector messages relating to the city supported by business sponsor logos. Lamppost banners promoting Offshore Europe were also erected throughout the city.

Taxi companies having an "Ambassadors" briefing which detailed the importance of the event and as they are often the face of the city for visiting delegates, the importance of providing a warm welcome. Visitors' maps (Z-cards) were also made available in all city taxis and other key city outlets including hotels and restaurants. Each visitor also received an official welcome to the city from the Lord Provost, with letters being left in every city hotel room, along with relevant tourist information.

Transportation and infrastructure across the city was a priority and additional parking facilities were made available away from the exhibition site in an attempt to minimise the volume of cars travelling to the event arena.

The exhibition organisers significantly increased their provision of buses to shuttle delegates from strategic locations across the city to the exhibition, again in an attempt to reduce the amount of vehicular traffic in and around Bridge of Don.

A number of areas continue to require attention and initial feedback from OE11 delegate surveys show that issues relating to car parking, site access and accommodation continue to raise concerns for those exhibiting and visiting the show. It is intended that we address and develop these for OE13 and for the benefit of the exhibition in the long term.

Joint branding and sharing the financial burden of Aberdeen City and Shire's presence at the exhibition with several partners continues to receive positive feedback and ongoing support. The Aberdeen City and Shire brand is widely recognised amongst the local business community and receives positive associations through private company adoption and promotion.

Aberdeenshire Council will again be invited to contribute equally to the cost of staging the joint presence at the exhibition. Income from sponsors and companies who lease space on the stand will also offset the overall cost.

6. IMPACT

This report supports the vision of Aberdeen City and Shire Economic Future (ACSEF) for Aberdeen to be recognised by 2025 as one of the most robust and resilient economies in Europe with a reputation for opportunity, enterprise and inventiveness that would attract and retain world class talent of all ages.

To this end Aberdeen City Council will work in partnership with relevant agencies to:

- Anchor the oil and gas industry.
- Attract and develop skilled people.
- Maximise our intellectual capital-people and expertise.
- Make Aberdeen City and Shire the location of choice for company headquarters

In addition, participation at this exhibition will assist Aberdeen City Council to deliver on a number of the indicators within the Single Outcome Agreement, Community Plan and under Vibrant Dynamic and Forward Looking.

7. BACKGROUND PAPERS

Not applicable.

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Review of Aberdeen City Council's International Memoranda of Understanding
REPORT NUMBER:	EPI/12/010

1. PURPOSE OF REPORT

To seek approval to re-negotiate or end International Memoranda of Understanding (MoU) in order to better manage relationships which will deliver mutual economic benefit to signatories.

2. RECOMMENDATION(S)

1. That Members support the revision to the current list of International MoU.
2. That Members agree the strategic purpose of International MoU.
3. That Members agree the use of alternative methods for relationship management with strategic international partners.
4. That Members support the development of a new template for International MoU.
5. That Members agree the development of measures by which International MoU may be assessed and reviewed.

3. FINANCIAL IMPLICATIONS

At present there are no direct financial implications in managing International MoU. Some of the terms of current MoU identify the intent to undertake inward and outward delegations between Aberdeen and the MoU partner. However, such activity would usually be accommodated within the annual programme of overseas engagement prepared and undertaken by representatives of the Council and therefore included within the existing budget allocated to International Trade and Investment. This Report does not seek additional allocation of funds.

4. OTHER IMPLICATIONS

The proposals in this report are achievable within a fully resourced International Trade and Investment Team but it should be noted that in the short term the present under-manning of the team may cause a delay in implementing fully any of the proposed measures which may be approved by Committee.

5. BACKGROUND/MAIN ISSUES

Introduction. International MoUs represent the formalisation of a relationship between regions or cities seeking to foster business development and trade opportunities. Aberdeen City Council is a signatory to a number of MoUs which include member cities of the World Energy City Partnership (WECP). The status of International MoUs were last considered by Committee in 2004 and this review has been undertaken in order to ensure that, at a time of economic challenge, best value may be achieved from these International MoU relationships and the development of any future International MoU agreements.

Current International MoUs. Aberdeen City Council currently has 6 MoUs:

- Calgary;
- Atlantic Canada - Nova Scotia and Newfoundland and Labrador (note that this is jointly with Aberdeenshire Council and Moray Council);
- Torshavn;
- State of Rio de Janeiro;
- Western Kazakhstan (Atyrau);
- Villahermosa and the State of Tabasco.

It is understood that Aberdeen City Council is restricted in the number of International MoU to which it may be a signatory (total 6) but it is suggested that this limit should be reviewed in order to enable the effective management of existing MoU as well as developing opportunities for new agreements which may cause the present limit to be exceeded.

MoU Activity. Many of the existing MoU represent long-standing relationships between Aberdeen City Council and the international partner and have offered opportunities in the past for Aberdeen businesses to access new markets. However, despite all the MoU being developed with agreement to co-operate in areas of knowledge and technology transfer, developing cultural and educational relationships and encouraging economic missions, few of the MoU have delivered such effect of late in a manner which may be measured. In many cases there has been little or no activity between signatories for a number of years and thus the objectives to which the signatories agreed in principle are not being met. It is suggested that a strategic purpose “to foster business development and trade opportunities” be agreed for the establishment of MoU and that this is aligned with

Aberdeen City Council's contribution to the Single Outcome Agreement.

Alternatives to MoU. Of the existing MoU, Villahermosa, Calgary, St Johns, Halifax and Atyrau are all WECP members and it is suggested that these relationships through WECP should be managed to deliver the necessary business development and trade opportunities without the need for an MoU. Similarly twinning partnerships or other activities, for example Grampian Houston Association should be leveraged to greater mutual economic benefit rather than the agreeing of additional MoU in future. This suggestion fully notes that each relationship is established on a case by case basis but the over-riding consideration should be the achievement of mutual benefit in each relationship established and the opportunity to demonstrate such.

Continuation of MoU. It is recommended that the following MoU be ended or continued:

- Calgary – As a WECP member it is recommended that this MoU be ended by agreement with Calgary to continue to maintain a strong relationship through WECP;
- Nova Scotia and Newfoundland – This is a long-standing relationship which has now evolved beyond its original economic development purpose. The greater value in this relationship is in cultural links and it is suggested that this MoU be ended but with a view to establishing a “Scottish MoU” recognising the longer heritage of this relationship at a national rather than regional level. It is proposed that support be sought in this from Scottish Government representatives. It should be noted that a shift in focus for the relationship to a cultural basis would remove the role of the International Trade and Investment team in this relationship.
- State of Rio de Janeiro – It is suggested that this MoU be reviewed with a time restriction of 3 years placed on development of the agreed objectives. It is believed that the State of Rio de Janeiro would be amenable to such a proposal.
- Torshavn – This MoU was very focussed towards oil and gas exploration activity and whilst that has not realised the expected benefits, it is recommended that the MoU be maintained. It is proposed that an approach be developed to coincide with Offshore Norwegian Seas (ONS) in August 2012 which may explore greater cultural and educational exchange activity and the realisation of mutual value from the MoU; particularly given the physical proximity of Aberdeen and Torshavn. It should be noted that a shift in focus for the relationship to a cultural or educational basis would remove the role of the International Trade and Investment team in this relationship.
- Western Kazakhstan – It is suggested that this MoU be left dormant at present whilst the relationship with Atyrau through the WECP is allowed to develop to a point where the MoU may be dissolved.
- Villahermosa and the State of Tabasco – It is suggested that this MoU be reviewed with a time restriction of 3 years placed on

development of the agreed objectives and that greater emphasis be placed on the achievement of economic benefit through the WECP member relationship.

Development of Standard MoU Template and Impact Measures. It is acknowledged that each MoU is set within a regional context but it is suggested that a template MoU agreement be developed which recognises the common purposes relating to economic benefit that each MoU is designed to achieve. It is also suggested that impact measures should be developed for each MoU. This would enable Aberdeen City Council to evaluate each MoU throughout its lifetime and demonstrate benefit derived for Aberdeen business as a result. Furthermore, it is recommended that MoU be developed with a specific time-frame in mind, 3 years for example. This would allow Aberdeen City Council or the international partner to either continue a MoU where mutual benefit continues or end the agreement where it has not been possible to achieve mutually satisfactory objectives.

6. IMPACT

This report relates to the Single Outcome Agreement:

- National Outcome 1 : We live in a Scotland that is the most attractive place for doing business in Europe;
- National Outcome 2: We realise our full economic potential with more and better employment opportunities for our people.
- Local Outcome – Anchor the Oil and Gas Industry
- Local Outcome – Diversification of the Economy

This report also relates directly to delivering the economic development aspects of the Vibrant, Dynamic and Forward-looking policy statement:

“The future prosperity of our city depends on ensuring that Aberdeen becomes an even more attractive place in which to do business and so ensure that high quality employment opportunities exist for citizens. The partnership will continue to promote Aberdeen as the Energy capital of Europe and seek to lead in the field of renewable energy.”

7. BACKGROUND PAPERS

Sources used in the writing of this report:

- Plan of Measures to the Agreement of Cooperation Between Economic Gateway Cities Atyrau (Kazakhstan) and Aberdeen (Scotland);
- MoU Between Aberdeen City Council, Aberdeenshire Council, The Moray Council, Scotland and Province of Nova Scotia, Canada;
- MoU Between Aberdeen City Council and Torshavn City Council;
- Statement of MoU Between Aberdeen City Its Hinterland and The State of Rio de Janeiro;
- MoU Between Aberdeen City Council and Authorities of Western Kazakhstan

- MoU Between Aberdeen City Council and the City of Villahermosa and the State of Tabasco

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning and Infrastructure

DATE 31 January 2012

DIRECTOR Gordon McIntosh

TITLE OF REPORT Extending Service Level Agreement with the North East Scotland Biological Records Centre (NESBReC)

REPORT NUMBER: EPI/12/034

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek approval to extend the Service Level Agreement (SLA) with the North East Scotland Biological Records Centre (NESBReC). The report includes the justification for the service and highlights the benefits it brings to the city as well as how it meets the Council's obligations under various legislation and international agreements.

2. RECOMMENDATION(S)

That the Committee:

1. Approve a three year, Council-wide, Service Level Agreement with NESBReC at a cost of £6,845 per annum from existing budgets.
2. Approve the NESBReC agreement between partners as set out in (Appendix 2)
3. Instruct officers to revise the existing service level agreement with legal and democratic services

3. FINANCIAL IMPLICATIONS

- 3.1 The Council's current SLA will expire on 30 April 2012 and it is requested that the Committee approve its renewal.
- 3.2 The current SLA allows 67 days of NESBReC time per year at an annual charge of £10,000. This equates to £150 per day of work, which is a preferential rate. NESBReC charges non-partners and environmental consultancies a rate of £71 per hour which would be £514 for a full day and £28,140 per year. The present financial

arrangement has been in operation for the last 5 years and NESBReC would like to increase the preferential daily rate to £185. This would equate to 57 days of NESBReC time and annual contribution to £10,545.

- 3.3 However, the current financial situation has been regarded as a major consideration in reviewing this agreement and the present use of the services. The number of days has been reduced to 37 days looking at the current financial and working arrangements. The revised Service Level Agreement will cost £6,845 per annum for 37 days per year at a rate of £185 per day as set out in (Appendix 1). An allocation for £6,845 will be made available from the relevant budget within Enterprise, Planning and Infrastructure, Planning and Sustainable Development for 2012-2015. Allocations for 2012/13 and 2013/14 will be subject to the budget setting process and discussions with relevant services accessing the services of the agreement.
- 3.4 There are no legal and financial implications arising from the NESBReC partners agreement 2012-2017 agreed between the partners and Aberdeenshire Council. See Appendix 2.

4. OTHER IMPLICATIONS

- 4.1 This report presents no equipment, health and safety nor policy implications. The protection of species and habitats has direct links to encouraging outdoor activities, prevention of flooding and mitigating the impacts of climate change.
- 4.2 Access to NESBReC records will aid the Council in the development of new environmental projects such as conservation of biodiversity and open space management and improvements, helping the City to meet many social inclusion, sustainable development, regeneration, education and health targets, as well as tackling problems associated with climate change and habitat improvement.
- 4.3 A dedicated officer sits on the NESBReC Management Group which meets on quarterly basis and Steering group meeting twice a year. In addition Countryside Rangers provides a fair amount of their time in collating and submitting biological records. This is an in kind contribution to NESBReC and its users.

5. BACKGROUND/MAIN ISSUES

- 5.1 NESBReC is a partnership consisting of Aberdeen City Council, Aberdeenshire Council, Scottish Natural Heritage, Royal Society for the Protection of Birds, The University of Aberdeen, Scottish Environment Protection Agency, The National Trust for Scotland, Forestry

Commission, The Scottish Wildlife Trust, Scottish Agricultural College (SAC), Scottish Government Rural Payments and Inspections Directorate (SGRPID), and The James Hutton Institute (formally known as Macaulay Land Use Research Institute). There are also representatives from the local voluntary recording community and from an Environmental Consultancy (Enviro Centre). This partnership is hosted at the University of Aberdeen. The Local Record Centre (LRC) is a focus for biodiversity information in North East Scotland. The LRC collates co-ordinates, disseminates and manages biological data for a range of organisations, groups and individuals.

- 5.4 A report was submitted to the Environment and Infrastructure Committee on 1 September 2009 identifying the need to expand Aberdeen's existing Service Level Agreement (SLA) with the North East Scotland Biological Records Centre (NESBReC). On 14 February 2006 approval was given by the Policy & Strategy Committee to sign a Council wide service level agreement with NESBReC, in liaison with Legal and Democratic Services and other relevant services.
- 5.5 Access to NESBReC records enables Council officers to request a range of biological and ecological information drawn from the NESBReC database, including screening planning applications for priority species and habitats, as well as nationally and locally designated sites, full habitat maps and records of invasive species. This is essential information for the Development Plan and Planning Applications as well as being a useful source of information for the public.
- 5.6 Access to NESBReC records also helps in developing and delivering various strategies, policies, plans and European Projects. The Council is currently involved in five European projects and benefiting from services provided by NESBReC. In the future it is hoped to develop more projects which would increase NESBReC demand. The additional cost will be met through European Projects and will help the Council in reducing direct cost.
- 5.7 NESBReC is continually updating its database with species records which come from a range of sources: conservation organisations, professional surveyors, local wildlife groups, individuals living in Aberdeen, as well as updates from the City Rangers. This information is important for showing what is present in the City so that informed decisions can be made by planners and decision makers. In addition, the Service Level Agreement also helps contribute in providing information for the public about the wildlife that is present in Aberdeen by organising a number of free wildlife identification events to create awareness about biodiversity and generate public interests in biological recording. Over the last two years subjects have included: squirrels, hoverflies, invasive species, seaweeds, harvestmen and wildlife photography. These events stimulate interest in the local natural

environment and help people to contribute in a voluntary capacity to wildlife recording and the NESBReC database.

NESBReC was involved in the open space audit and the data held by NESBReC has been used to add a biodiversity value to the open spaces.

- 5.8 NESBReC has also been involved in carrying out a review of the District Wildlife Sites, during the last 18 months, such that it now holds data for the new inventory of Local Nature Conservation Sites (LNCS). Much of the work for this project was carried out within the SLA with Aberdeen City, demonstrating the range of services, skills and knowledge that NESBReC can offer.

6. IMPACT

- 6.1 The Service Level agreement will help meet the Five Year Business Plan and will link with the Vibrant, Dynamic and Forward Looking commitment to “adopt and implement policies which safeguard Aberdeen’s green belt and green wedges”. It will also assist the Council in delivering the Single Outcome Agreement’s National Outcome 12 - “We value and enjoy our built and natural environment and enhance it for future generations” and contributes to several other outcomes such as No. 6 – “We live longer, healthier lives”, No. 7 – “Tackling inequalities”, No. 10 – “We live in well-designed, sustainable places where we are able to access the amenities and services we need” and No. 11 – “Strong, resilient and supportive communities”.
- 6.2 The long standing partnership with NESBReC provides Aberdeen City Council with a lot of tangible and intangible benefits. Since 2004, NESBReC has provided biodiversity and natural heritage information which has been used by officers across the Council for developing the local plan, nature conservation and environment strategies, assessing planning applications, preparing management plans for designated and non designated sites, conducting strategic environmental assessments and developing policies.
- 6.3 NESBReC holds a large amount of local biological data – currently around 480,000 species records as well as numerous habitat datasets in the form of digitised maps for North East of Scotland. This data is frequently used by a variety of individuals, organisations, private business and local authorities.
- 6.4 If the Council decided to discontinue this SLA the biological information will still be required to inform and monitor the following pieces of work:
- Delivering Aberdeen’s Proposed Local Development Plan,
 - Aberdeen City and Aberdeenshire’s Strategic Development Plan,
 - Aberdeen City Community Plan and Single Outcome Agreement ,

- The Council's current aims and objectives under the Nature Conservation Strategy,
 - Aberdeen City Open Space Strategy & proposed Tree and Woodland Strategy for Aberdeen City ,
 - Commitments under the North East of Scotland's Local Biodiversity Action Plan and,
 - Strategic Environmental Assessments & Habitat Regulation Assessments under the European Union Habitats Directive
- 6.5 The information that NESBReC holds will still be required and casual use of this service has the potential to create greater costs than the annual fixed cost of £6, 845 per annum.

7. BACKGROUND PAPERS

1. Environment and Infrastructure Committee 9 November 2004; Policy and Strategy Committee Paper 14 February
2. Enterprise Planning and Infrastructure Committee 1 September 2009
3. Scottish Sustainable Development Strategy (2005)
4. <http://www.nesbrec.org.uk/home.asp>
5. Scottish Planning Policy
6. Single Outcome Agreement

8. REPORT AUTHOR DETAILS

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APPENDICES

1. List of Services to be provided and performance targets
2. NESBReC partner's agreement

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APPENDIX I

LIST OF SERVICES TO BE PROVIDED AND PERFORMANCE TARGETS

This is the Appendix referred to in the foregoing Agreement between Aberdeen City Council and The North East of Scotland Biological Records Centre.

Description of Services	Estimated No. of days based on 37 days per annum	Supplier Performance Targets (target indicator for biannual report)	Customer Contact (Named)	Supplier Contact (Named)
<p>1. Maintain and expand the comprehensive biological database to ensure that services under the agreement can be delivered. Continue data gathering and updating the database to support this Agreement.</p> <p>Provide annual report on biological records held within Aberdeen City.</p>	12 day(s)	Ongoing service development	Environmental Planner-Planning & Sustainable Development (P&SD) Enterprise, Planning & Infrastructure (EP&I) Countryside Officer Housing & Environment (H&E) Environmental Services (ES)	Glenn Roberts Manager NESBReC
<p>2. Screening of planning applications against proposed developments.</p> <p>Interrogate the database to provide specific information to Aberdeen City Council (ACC) Officers on request for planning, policy, and strategy development and any other land use plan.</p>	12	Return data search results within one week of the request being made. Provide biological information to the Officers.	Environmental Planner Planning Officers Access Officers Sustainable Development Officer Development Control Officers P&SD, EP&I Countryside Officer H&E, ES	Glenn Roberts Manager NESBReC
<p>3. Provide biological information in response to a standard request form and information for developing management plan, land use plan, Strategic Environmental Assessments SEAs and Habitat Regulation Assessments.</p>	4	Return observations within three weeks of the request being made.	Environmental Planner Sustainable Development Officers Planning Officers, - P&SD, EP&I Countryside Officer H&E, ES	Glenn Roberts Manager NESBReC
<p>4. Provide training to the Council Officers and assist in Biological recording and reporting</p>	1	Complete training requested within 3 months of request,	Environmental Planner Sustainable Development Officers Planning Officers, - P&SD, EP&I	Glenn Roberts Manager NESBReC

			depending on season and availability of trainers.	Countryside Officer H&E, ES	
5. Review and update biological data gathered by the Council and return datasets for Council use.	2		Review & update datasets within 3 months of request	Environmental Planner P&SD, EP&I Countryside Officer H&E, ES	Glenn Roberts Manager NESBReC
6. Review and update biological records and data held on file by ACC e.g. written notes on designated sites, Environmental Impact Assessments (EIA) & Ecological Surveys associated with planning applications (Where ACC has ownership & it is clear that ownership is not retained by the consultant) and return datasets for Council use.	3		Ongoing service development	Environmental Planner Sustainable Development Officers SEA Officer Planning Officers, - P&SD, EP&I Countryside Officer H&E, ES	Glenn Roberts Manager NESBReC
7. In putting and updating data on the location of biodiversity project sites, UK biodiversity Action Plan (BAP), local BAP species and habitats and provide information to the officers to meet objectives under the Nature Conservation Strategy and other relevant Strategies.	2		Ongoing service development	Environmental Planner Sustainable Development Officers Planning Officers, - P&SD, EP&I Countryside Officer H&E, ES	Glenn Roberts Manager NESBReC
8. NESBReC officer to meet formally with key customers with ACC annually to discuss service provision	1		Ongoing service development	Environmental Planner- P&SD, EP&I	Glenn Roberts Manager NESBReC
	37 days (accounts £6, 845 SLA)				

Total No. Of days 37 @ £185/day= £6,845

North East Scotland Biological Records Centre (NESBReC)

Agreement

Between

ABERDEENSHIRE COUNCIL, a Local Authority constituted by the Local Government etc (Scotland) Act 1994 and having its principal offices at Woodhill House, Westburn Road, Aberdeen, AB16 5GB.

ABERDEEN CITY COUNCIL, a Local Authority constituted by the Local Government etc (Scotland) Act 1994 and having its principal offices at Town House, Broad Street, Aberdeen, AB10 1FY.

SCOTTISH NATURAL HERITAGE, a public body constituted under the Natural Heritage (Scotland) Act 1991 and having its principal offices at Great Glen House, Leachkin Road, Inverness, IV3 8NW.

THE UNIVERSITY COURT OF THE UNIVERSITY OF ABERDEEN, incorporated under the Universities (Scotland) Act 1889 and having its principal offices at Kings College, Regent Walk, Aberdeen, AB24 3FX.

THE ROYAL SOCIETY FOR THE PROTECTION OF BIRDS, a UK Registered Charity (Charity No 207076) and having its headquarters at The Lodge, Sandy, Bedfordshire SG19 2DL

THE JAMES HUTTON INSTITUTE, a Scottish charitable company limited by guarantee (Registered Charity No SCO41796) and having offices at Invergowrie, Dundee, DD2 5DA.

FORESTRY COMMISSION SCOTLAND serves as the forestry directorate of the Scottish Government, advising on and implementing forestry policy and managing the national forest estate and having its principal offices at Silvan House, 231 Corstorphine Road, Edinburgh, EH12 7AT.

WHEREAS the Parties to this Agreement are an association of organisations with an interest in North East Scotland and currently covering the administrative areas of Aberdeenshire, Aberdeen City and Moray Councils and the Cairngorms Local Biodiversity Action Plan (LBAP) area AND WHEREAS the purpose of this Agreement is to define the working arrangements, practices and responsibilities relative to each stakeholder of the North East Scotland Biological Records Centre (hereinafter referred to as “NESBReC”) THEREFORE the Parties have agreed and do hereby agree as follows

1. Term of Agreement

- 1.1 This Agreement will run from 1st April 2012 to 31st March 2017
- 1.2 This Agreement may be extended beyond 31st March 2017 by mutual agreement in writing between all the parties to this agreement for such a period as agreed between them.

2. Participation in NESBReC

- 2.1 The initial participants of NESBReC shall be the Parties to this Agreement.

3. NESBReC Steering Group

- 3.1 Responsibility for the delivery of the aims and objectives of NESBReC will rest with the Steering Group. The Steering Group will be made up of representatives of the Parties. The Steering Group may invite advisory members from the local recording community and environmental consultancies. The maximum size of the Steering Group will be 15.
- 3.2 A Chair for the Steering Group will be elected from the membership of the Steering Group or invited on the agreement of the majority of the members.
- 3.3 The Steering Group will provide an advisory role to the NESBReC staff subject to the role performed by Aberdeenshire Council as employer and direct line manager of the NESBReC staff.
- 3.4 The Steering Group will be responsible for providing strategic direction and for advising on the delivery of NESBReC objectives. Members of the Steering Group shall agree a Development Plan and associated programme of work for the NESBReC staff.
- 3.5 The Steering Group will meet at six month intervals but may meet as frequently as is deemed necessary.
- 3.6 Any Steering Group vacancy may be filled by agreement of a majority at a Steering Group meeting. Other organisations or bodies may be admitted to membership by the Steering Group in accordance with procedures and subject to terms and conditions approved by them. Each member shall be required to appoint a voting representative (and substitute) to act on its behalf at meetings.
- 3.7 Members can be removed if they fail to attend three consecutive meetings of the Steering Group. Members shall also be able to resign at any time.
- 3.8 Whilst it is anticipated that the Steering Group will work to achieve consensus on matters before it, in the event of a vote being necessary, each member of the Steering Group shall have a vote. In the event of a tied vote the Chairperson shall have a second or casting vote.

- 3.9 The Steering Group may delegate responsibilities to a sub-group as deemed appropriate upon such terms as it may specify. This could include a Management Group to advise on the day to day issues regarding the running of NESBReC.
- 3.10 The Steering Group will organise an annual event for biological recorders and other interested parties to seek the opinion of the recording community on the work of NESBReC and feedback on related issues.
- 3.11 The Steering Group in meeting shall have the power to recommend the removal of any member or representative of any member who has, in the view of the Steering Group, brought NESBReC into disrepute. The removal shall be confirmed with the written approval of three quarters of its members.

4. Aims and Objectives

- 4.1 To engage with members of NESBReC, education and conservation bodies, the biological recording community and the wider community as the main point of contact for collating, managing and distributing biological records within the NESBReC Area.
- 4.2 To deliver these objectives NESBReC shall:
 - 4.2.1 Promote, encourage and co-ordinate biological recording and maintain quality assured records.
 - 4.2.2 Develop and maintain a database of biodiversity information, making this accessible to members of NESBReC, education and conservation bodies, the biological recording community and the wider community.
 - 4.2.3 Increase the standard and coverage of recording and be an exemplar of good practice.
 - 4.2.4 Carry out or commission surveys for the collection of biological records within the area of interest of NESBReC.
 - 4.2.5 Support the North East Scotland Local Biodiversity Action Plan and act as a local node of the National Biodiversity Network. Support any other Local Biodiversity Action Plans that may be produced within the area of interest of NESBReC.
 - 4.2.6 Provide support and guidance for biological recorders and arrange training opportunities for biological recorders across all skill levels.
 - 4.2.7 Develop and implement policies and procedures designed to safeguard the interests of biological data suppliers whilst ensuring the quality of service to users.
 - 4.2.8 Seek to initiate, develop, deliver and coordinate practical projects that meet the objectives of NESBReC.

- 4.2.9 Assess the effectiveness of NESBReC on an ongoing basis through feedback from the Steering Group at regular meetings.
- 4.3 In furtherance of these aims the Project staff, acting on behalf of NESBReC and within the financial parameters as per current funding available or secured by grant aid, may through one of its members:
 - 4.3.1 Arrange to engage and pay fees to professional and technical advisors/consultants to assist in the work of NESBReC.
 - 4.3.2 Arrange and provide for, or join in arranging, the holding of conferences and training events.
 - 4.3.3 Collect and disseminate factual information on all matters affecting the said aims and objectives and exchange information with other bodies.
 - 4.3.4 Promote and arrange to carry out or assist in promoting and carrying out surveys and, where considered appropriate, publish the results.
 - 4.3.5 Have written and print, publish and circulate, gratuitously or otherwise, such papers, pamphlets etc. or films or recorded tapes as shall further the aims and objectives of NESBReC.
 - 4.3.6 Subject to such consents as may be required by law, arrange to sell, let, dispose of or turn to account all or any of the property or assets of NESBReC.
 - 4.3.7 Raise funds and invite and receive contributions from any person or persons, businesses or organisations whatsoever by way of a donation, grant or Service Level Agreement.
 - 4.3.8 Effect insurance of all kinds in respect of the activities of NESBReC.
 - 4.3.9 Do all such other lawful things as are necessary for the attainment of the said aims and objectives.
 - 4.3.10 Maintain and, as necessary, re-examine the best organisational structure and put into place appropriate arrangements to deliver the aims of NESBReC.

5. Aberdeenshire Council obligations

- 5.1 Aberdeenshire Council shall employ NESBReC Staff subject to funding being available to support the posts. Aberdeenshire Council shall also prepare contracts of employment for the NESBReC Staff.
- 5.2 Aberdeenshire Council will provide the day-to-day management and support of the NESBReC Staff and shall undertake all appropriate employment responsibilities, including but not limited to health and safety matters, and shall provide to the staff information, with respect to the various procedures to which staff must adhere whilst employed by Aberdeenshire Council.

- 5.3 Aberdeenshire Council shall provide access to training for the NESBReC Staff which will be agreed in advance by the Steering Group.
- 5.4 Aberdeenshire Council shall support the financial management of income and expenditure in connection with NESBReC including travel and subsistence allowances associated with the employment of the NESBReC staff and delivery of NESBReCs aims and objectives.
- 5.5 Aberdeenshire Council shall deliver a financial monitoring programme and manage funds on behalf of the NESBReC Steering Group with particular regard to the financial management of income and expenditure associated with the employment of NESBReC Staff and delivery of any approved programme of work. As part of the monitoring programme, Aberdeenshire Council shall provide statements of all associated income and expenditure on a monthly basis. The end of year statement of accounts and budget for the year ahead will be submitted to the Steering Group for approval. NESBReC's financial year shall be April 1st to 31st March. In the event of an overspend outwith the agreed annual budget becomes apparent, Aberdeenshire Council shall as soon as reasonably possible, inform the Steering Group members of such overspend.

6. Finance

- 6.1 All monies raised by or on behalf of NESBReC shall be applied to further the aims and objectives of NESBReC. This is provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper remuneration to any employee of NESBReC or the payment of reasonable out-of-pocket expenses. Management Group and Steering Group members, who are not employees of NESBReC, will be required to meet their own out-of-pocket expenses.
- 6.2 Funds for NESBReC will be administered by Aberdeenshire Council as outlined in 5.4 and 5.5 above.
- 6.3 Funding partners will provide funding in line with the annual budget to be agreed in advance of the start of each financial year.

7. Dissolution of NESBReC

- 7.1 If the Steering Group, by a simple majority, decides at any time, on the ground of lack of expense or lack of funds or otherwise, that it is necessary or advisable to dissolve NESBReC, it shall advise Aberdeenshire Council as soon as reasonably possible.
- 7.2 The Steering Group shall have the power to dispose of any remaining assets held by or on behalf of NESBReC after settling any debts and liabilities. These shall be given to an organisation or organisations which have aims and objectives similar to that of NESBReC, all as determined by the Steering Group.

8. Jurisdiction

8.1 This Agreement shall be governed by the Laws of Scotland

IN WITNESS WHEREOF

(signed by all parties)

ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning and Infrastructure

DATE 31 January 2012

DIRECTOR Gordon McIntosh

TITLE OF REPORT

Aberdeen Forward: Service Level Agreement

REPORT NUMBER: EPI/12/045

1. PURPOSE OF REPORT

At the meeting on the 29th of March 2011 the Audit and Risk Committee, after considering a report by Price Waterhouse Coopers on a Summary of Audit Findings, resolved that officers report to their relative Service Committee explaining why no Service Level Agreement was in place for a number of arms length organisations and to instruct the Service to establish a Service Level agreement within a strict timeframe. One of the organisations identified was Aberdeen Forward. This report explains the relationship between this organisation and the City Council.

2. RECOMMENDATION

That the Committee notes the content of this report and accepts that there is no need for a Service Level Agreement with Aberdeen Forward.

3. FINANCIAL IMPLICATIONS

There are no new financial implications resulting from this report.

4. OTHER IMPLICATIONS

There are no other implications.

5. BACKGROUND/MAIN ISSUES

- 5.1 Aberdeen Forward is one of two environmental bodies (the other is Aberdeen Greenspace) that were set up in Aberdeen to take advantage of the Landfill Community Fund which derived from the tax on landfill waste. This tax was introduced by the UK Government in 1996 as a means of reducing the amount of landfill waste and of promoting more environmentally sustainable methods of waste management. The Landfill Communities Fund, administered by HM Treasury, enables operators of landfill sites to contribute tax credits to

enrolled environmental bodies to carry out projects that meet environmental objectives contained in the Landfill Tax Regulations.

- 5.2 Landfill operators can contribute up to 6% of their landfill tax liability to environmental bodies and reclaim 90% of this contribution as a tax credit. They can bear the remaining 10% themselves, or an independent third party can make up this 10% difference to the landfill operators. Under the Waste Management Service contract between the Council and SITA UK Ltd, which commenced in September 2000, there was a provision for the Council to require SITA, as its landfill operator, to direct landfill tax credits arising from the landfill disposal of waste collected by the Council or a sum equivalent to that value to environmental bodies of the Council's choice. In return for this direction, the Council would commit to pay the 10% third party contribution. Since the introduction of the Waste Management Services contract, the Council has provided 10% funding to SITA, who in turn have made equal tax credit payments to Aberdeen Forward Ltd and Aberdeen Greenspace Ltd.
- 5.3 The Summary of Audit Findings report that raised the issue of the need for a Service Level Agreement states: "When agreeing to transfer funds to any external body the Council must be clear about its reason for doing so and to ensure that there are appropriate governance and accountability arrangements to monitor the use of such funds and the service and benefits delivered". The report goes on to recommend that Service Level Agreements should be agreed and signed for all Arms Length Organisations in receipt of funding in excess of £75,000.
- 5.4 The Landfill Communities Fund is regulated on behalf of the UK Government by ENTRUST who undertake compliance auditing on an annual basis. Both Aberdeen Forward and Aberdeen Greenspace are Environmental Bodies registered and approved by ENTRUST with a long track record of satisfactory compliance. It is considered that the presence of the ENTRUST process mitigates compliance risk satisfactorily. Furthermore funds awarded are required to be spent within a reasonable timescale on projects for the benefit of Aberdeen communities. ENTRUST guidance states that Landfill Community Funds monies should be committed to a specific project within two years of receipt, and the Council expects this guidance to be followed. This requires expenditure plans to be submitted which are assessed accordingly. Agreement to support an application requires the recipients to provide annual expenditure reports with subsequent funding being contingent on the Council being satisfied that previous funds were allocated timeously and appropriately.
- 5.5 The amount provided by the Council as a third party contribution to release the Landfill Communities Funding to Aberdeen Forward and Aberdeen Greenspace of the is between £,9000 and £11,000 annually to each organisation (the amount depending on the amount of waste

sent to landfill). This is well short of the £75,000 the audit report recommends should require a Service Level Agreement.

- 5.6 In conclusion, there are appropriate governance and accountability arrangements in place to make an additional Service Level Agreement unnecessary.

6. IMPACT

Aberdeen Forward is an important partner in delivering key Council environmental strategies and policies. They are a key funding body for communities but also have the ability to deliver city-wide strategic and partner projects. The organization can assist the Council in delivering the Single Outcome Agreement requirement “We value and enjoy our built and natural environment and protect it and enhance it for future generations”.

7. BACKGROUND PAPERS

EP/10/073 - Landfill Tax Credit Funding 2010-2013, Finance and Resources Committee 11 March 2010

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning and Infrastructure Committee
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Delivering Scotland's Cities Strategy
REPORT NUMBER:	EPI 12/055

1 PURPOSE OF REPORT

This report outlines Scotland's Cities Strategy, 'Scotland Cities Delivering for Scotland' (The Cities Strategy), considers the proposed delivery of this strategy and requests contributing to three years of a joint shared costs towards the strategy's delivery.

2 RECOMMENDATION(S)

It is recommended that the Committee -

- a. Notes this paper, and
- b. Approves an annual contribution of £15,000 towards the delivery of the strategy for the next three financial years.

3 FINANCIAL IMPLICATIONS

The Scottish Government has confirmed a new £5 million fund aimed at promoting economic growth in Scotland's six cities as part of the new Cities Strategy. The funds will be applied to collaborative programmes to deliver outcomes which are consistent to the Cities Strategy's four themes:-The Connected City (Digital, roads, air, sea); The Sustainable City (renewables);The Knowledge City and The Vibrant and Cultural City. The government's priority is to see funding for collaborative programmes that get things done. Access to the £5 million is time limited and will be allocated by the Cities Alliance Leadership Group (which will be further described in section 5.2.) There will be no bidding into the fund. The fund will comply with State Aid requirements. An annual contribution of £15,000 for three years is required from the three larger cities (Aberdeen, Edinburgh and Glasgow) and £10,000 per annum for three years from the smaller cities (Dundee, Inverness, Stirling) with the remainder from Scottish government to fund the delivery of this strategy. The details of which are further explained in section 5.4 of this report. Officer can confirm that this money can be found from within existing EP&I budgets.

4 OTHER IMPLICATIONS

- 4.1 The Cities Strategy recognised the contribution of cities and their regions to enabling the Scottish Government's Economic Strategy. The Cities Strategy is consistent with current Council policy and priorities. The Cities Strategy supports the priorities within Aberdeen City's Single Outcome Agreement, in particular, the potential to: anchor the oil and gas industry in Aberdeen; Diversify Aberdeen's economy; ensure high quality business locations and support the attraction and the retention of skilled workers.
- 4.2 Similarly, the fund also supports the Vibrant Dynamic and Forward Looking initiative, in particular by promoting Aberdeen as an Energy Capital, addressing the skills shortage in the city, ensuring a sustainable economy and advancing Aberdeen City Council's (ACC) target of being carbon neutral overall by 2020.
- 4.3 The Cities Strategy is consistent to Aberdeen City and Shire's Economic Future's (ACSEF) Economic Manifesto - Building on Energy.

5 MAIN ISSUES

- 5.1 Scotland's Cities Strategy, 'Scotland Cities Delivering for Scotland' (The Cities Strategy) a copy of which is attached, was developed by Scottish Government and Scotland's six cities; Aberdeen, Dundee, Edinburgh, Glasgow, Inverness and Stirling. This Cities Strategy takes into account the vital contribution that Scotland's major population centres and regions can make in delivering the aspirations of the Government Economic Strategy. It focuses on growth and opportunity - concentrating on developing and promoting the key assets of the cities and their regions so as to attract inward investment create jobs and stimulate economic activity.
- 5.2 The Cities Strategy was launched in Edinburgh on 16 December 2011. It has a governance structure which consists of the Cities Alliance Leadership Group whose members are the Council leaders of each City Council. The Cities Delivery Group consists of officers from each city. Coinciding with this launch is the Scottish Knowledge Centre which is funded and resourced by both Glasgow University and Saint Andrew's University. The Scottish Knowledge Centre aims to act as an expert advisory resource to the Cities Alliance providing robust academic research and development that will advance the Cities Strategy's four themes.
- 5.3 The Scottish Government announced the establishment of a £5 million investment fund to accelerate investment in Scottish cities. The funds could be used to develop programmes which leverage in other funding - either private finance or European funding, support collaborative programmes between cities which will develop large-scale projects, or

develop programmes which allow for wider city region investment. The criteria are currently being developed to be approved by the Cities Alliance leadership group.

- 5.4 In order to ensure that the cities are able to deliver the Cities Strategy, the cities are part of the Cities Alliance, facilitated by the Scottish Council for Development and Industry (SCDI). The Cities Alliance is tasked with developing growth initiatives focused on connectivity, sustainability, knowledge and culture, and will draw on the expertise of the public, private and academic sectors.
- 5.5 SCDI for the next 3 years will host and manage the resources required to support the Alliance so it can deliver the Cities Strategy in a co-ordinated way. A budget of £150,000 of per annum has been agreed in principle for the next three years with Aberdeen's annual share being £15,000. This annual budget will fund two posts and the resources required to support and advance the Strategy and Cities Alliance. One post will be an experienced specialist coordinator and the other being a graduate. Members of the City alliance will work in collaboration with SCDI to develop the posts. Contributing to this annual joint budget has been agreed in principle by the Six Cities and the Scottish Government subject to each party gaining the necessary approvals.

6 IMPACT

An Equality and Human Rights Impact Assessment is not required for this report.

7 BACKGROUND PAPERS

'Scotland Cities Delivering for Scotland' 2011

8 REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning & Infrastructure DATE 31 Jan 2012

DIRECTOR Gordon McIntosh

TITLE OF REPORT Aberdeen Local Development Plan Scheme 4

REPORT NUMBER: EPI/12/044

1. PURPOSE OF REPORT

1.1 This report presents the fourth Development Plan Scheme, a detailed timetable and programme for local development planning in Aberdeen. The Development Plan Scheme is a requirement of the Planning etc. (Scotland) Act 2006 and must be reviewed annually and submitted to Scottish Ministers. This report seeks approval of the Aberdeen Local Development Plan Scheme 4 which must then be published (including electronically), sent to Scottish Ministers and placed in public libraries in accordance with the Act. In addition, it would be beneficial to send it to, or inform, the key agencies and consultees listed in Appendix 2 of the Aberdeen Local Development Plan Scheme 4.

2. RECOMMENDATION(S)

2.1 That the Committee approve

- (i) the adoption of the Aberdeen Local Development Plan Scheme 4, its publication (including electronically) and sending it to Scottish Ministers, and
- (ii) sending it to, or informing, the key agencies and consultees listed in Appendix 2 of the Aberdeen Local Development Plan Scheme 4.

3. FINANCIAL IMPLICATIONS

3.1 There are no immediate financial implications arising from this report as the cost of preparing the Aberdeen Local Development Plan can be met from existing budgets.

4. SERVICE & COMMUNITY IMPACT

4.1 The Local Development Plan will support the vision of Aberdeen becoming an even more attractive place to live and in which to do business and will ensure that high quality employment opportunities exist. This process aspires to improve the access that the people of Aberdeen have to high quality services that meet their needs.

4.2 The document raises awareness and understanding of the development plan review process and how long it will take.

5 OTHER IMPLICATIONS

- 5.1 Preparing a Local Development Plan Scheme is a requirement of the Planning etc. (Scotland) Act 2006 and it must be produced annually and submitted to Scottish Ministers. An EHRIA has been carried out on the document.

6 REPORT

- 6.1 Section 20B of the Planning etc. (Scotland) Act 2006 requires each planning authority to prepare a development plan scheme at least annually. The scheme is to set out the authority's programme for preparing and reviewing their Local Development Plan and what is likely to be involved at each stage. The scheme must include a participation statement stating when, how and with whom consultation on the plans will take place and the authority's proposals for public involvement in the plan preparation process. This Scheme differs from the previous Development Plan Schemes in that it provides an update on the consultation stages carried out so far including the Examination period. Our overall programme remains the same with adoption of the Local Development Plan anticipated for March 2012.

- 6.2 In relation to the Act, Regulations were laid before the Scottish Parliament on 19 December 2008 and these came into force on 28 February 2009. Regulation 24 requires development plan schemes to contain a timetable, specifying the month the authority proposes to publish its next main issues report and proposed plan and to submit the plan to Scottish Ministers. After adopting the scheme, the Act requires the authority to publish it (including electronically), send two copies to Scottish Ministers and place copies in public libraries. There is no requirement to consult on the content of development plan schemes. It would be beneficial however to send it to, or inform, the key agencies and consultees listed in Appendix 2 of the Aberdeen Local Development Plan Scheme 4.

7 REPORT AUTHOR DETAILS

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8 BACKGROUND PAPERS

- The Planning etc (Scotland) Act 2006
www.opsi.gov.uk/legislation/scotland/acts2006/pdf/asp_20060017_en.pdf
- Town and Country Planning (Development Planning) (Scotland) Regulations 2008
http://www.opsi.gov.uk/legislation/scotland/ssi2008/ssi_20080426_en_1
- Circular 1/2009 Development Planning Circular February 2009
<http://www.scotland.gov.uk/Publications/2009/02/13153723/0>

Aberdeen City Council

Local Development Plan Scheme 4: January 2012

Introduction

The Planning etc (Scotland) Act 2006 requires all Councils to prepare a Development Plan Scheme at least annually. This Development Plan Scheme sets out Aberdeen City Council's programme for preparing and reviewing its Local Development Plan. This is our fourth Local Development Plan Scheme and replaces the third which was published in March 2011.

This document provides information on the following issues;

- The development plans we have now
- Why we need to continue to progress a new Local Development Plan
- The timetable for engaging people in the preparation of the plan and how we will do this (the participation statement)
- The timetable for preparing this plan (the project plan)

What Development Plans do we have now?

The Aberdeen City and Shire Structure Plan was approved by Scottish Ministers in August 2009. It covers both Aberdeen City and Aberdeenshire Council areas and looks at development up to 2030. It sets out in general terms how much development can happen and where it should be carried out. It replaced the 2001 Structure Plan North East Scotland Together.

The Aberdeen City and Shire Strategic Development Plan Main Issues Report has just concluded its consultation period and a Proposed Plan is currently being drafted.

Local Development Plans set out more detailed policies on where development should be allowed and they have to comply with the structure plan. They cover smaller areas within the area covered by the structure plan. The current local plan for Aberdeen is the Aberdeen Local Plan which was adopted in June 2008 and which covers the whole City Council area.

Why we need to prepare a new Local Development Plan

Under the new planning system, strategic development plans and local development plans for the Aberdeen City region will replace structure plans and local plans. Because we now have a new structure plan, it is important that our local development plan is brought up to date as soon as possible and in line with the new structure plan.

The structure plan specifies how land will be used up to 2030 to make sure there is a continuous supply of development land. Putting the new structure plan into practice will be achieved through new local development plans. This is why we intend to replace the 2008 Aberdeen Local Plan (which complies with the old structure plan) with a new Aberdeen Local Development Plan which will comply with the new structure plan and which will also cover the whole of the Aberdeen City area.

Preparing the Aberdeen Local Development Plan

Our first Development Plan Scheme set out a number of stages in preparing a new Aberdeen Local Development Plan, the first three of which have been completed

Stage 1: Publishing the Local Development Plan Scheme (COMPLETE)

The Development Plan Scheme should contain a Participation Statement saying when, how and with whom consultation will take place and a timetable saying when the various stages of the Local Development Plan will be published and submitted to Scottish Ministers. The Act requires the adopted Development Plan Scheme to be published (including electronically), two copies to be sent to Scottish Ministers and copies to be placed in all libraries. We will also send it to, or inform, the key agencies and consultees.

Stage 2: Preparing the Main Issues Report (COMPLETE)

In October 2009 we published a Main Issues Report. This is a discussion document that summarises the main planning issues facing Aberdeen. It discusses how much land is required for development and provides a number of options on where it could be located. In doing so it takes into account the requirements of the structure plan. It also outlines the major differences in approach to the current adopted Aberdeen Local Plan.

The Main Issues Report links closely to the process of Strategic Environmental Assessment (SEA). The alternative proposals put forward in the Main Issues Report were environmentally appraised and a draft environmental report was published alongside it.

Prior to its publication we invited people to submit options for development for the Main Issues Report. A development options form and a sustainability checklist were posted on the Council's website with a closing date for proposals of 16 March 2009. A newsletter outlining the development options process was sent to developers, landowners, agencies and community councils. All submissions were assessed against the sustainability criteria agreed by the Planning Committee and, following further consultation, informed the content of the Main Issues Report.

We published a Monitoring Statement with the Main Issues Report which looks at:

- Changes in the principal physical, economic, social and environmental characteristics of the area that have occurred since the preparation of the existing local plan; and
- The impact of the policies and proposals of the existing local plan.

We also published the following documents alongside the Main Issues Report:

- A Development Options Assessment Report which details our assessment of the development options submitted to us in early 2009.
- A Brownfield Urban Potential Study which looks at brownfield housing development opportunities.
- An Equalities and Human Rights Impact Assessment of the Main Issues Report.

Stage 3: Preparing and publishing the Aberdeen Local Development Plan – Proposed Plan (COMPLETE)

The Aberdeen Local Development Plan – Proposed Plan was written by the Council and responded to matters raised at earlier engagement and participation stages. The proposed plan contains a spatial strategy (a plan showing where development should and should not go) and policies to guide the development of Aberdeen up to 2023. Where appropriate, there are indicative policies showing how Aberdeen may develop in the longer term up to 2030. The proposed plan also includes a detailed proposals map which shows land allocations (zones) where development of particular kinds (such as housing or business) is supported in principle. It also includes a schedule of land owned by the Council which will be affected by any of the policies and proposals.

In addition we were required to publish a proposed Action Programme alongside the proposed Local Development Plan. The Action Programme sets out how we propose to implement the local development plan through:

- A list of actions required to deliver each of the plan's policies and proposals
- The name of who is to carry out each action
- The timescale for carrying out each action

The regulations do not specify particular types of action that should be included, however we included:

- The delivery of key infrastructure
- Preparation of supplementary guidance

Actions are not limited to those by the planning authority. Whilst preparing the proposed Action Programme, we consulted and considered the views of the key agencies and consultees, Scottish Ministers and anyone the Council proposes specifying by name in the Action Programme.

Stage 4: Preparing for the Examination of the proposed Aberdeen Local Development Plan (COMPLETE)

The Proposed Plan was sent to Scottish Ministers with no notifiable modifications in May 2011. Four Reporters were assigned to carry out the Examination of the Plan. There were a number of requests for additional information and one request for a written statement on Issue 90: Infrastructure and Developer Contributions but no Hearings were organised. We are awaiting an update regarding the Reporter's Report.

Stage 5: Adoption of the Aberdeen Local Development Plan Depending on the outcome of the Examination, this is the stage at which we would expect the Local Development Plan to be adopted (see Participation Statement in Appendix 1).

Development Plan Scheme Programme

STAGE 1 (COMPLETE)	TIMEFRAME
<ul style="list-style-type: none"> • Report Development Plan Scheme to Planning Committee 	19 th March 2009
<ul style="list-style-type: none"> • Publish Development Plan Scheme 	March 2009
<ul style="list-style-type: none"> • Process and Assess Development Options 	March to June 2009

STAGE 2 (COMPLETE)	TIMEFRAME
<ul style="list-style-type: none"> • Draft Main Issues Report and Strategic Environmental Assessment Scoping Report 	March to August 2009
<ul style="list-style-type: none"> • Draft Monitoring Statement 	March to August 2009
<ul style="list-style-type: none"> • Publish Main Issues Report and issue to persons and key agencies 	Published October 2009
<ul style="list-style-type: none"> • Publish Monitoring Statement 	Published October 2009
<ul style="list-style-type: none"> • Send Strategic Environmental Assessment Scoping Report to consultation authorities 	October 2009

STAGE 3 (COMPLETE)	
<ul style="list-style-type: none"> • Process comments and Objections to the Main Issues Report 	December 2009 to March 2010
<ul style="list-style-type: none"> • Prepare and publish Local Development Plan Scheme 2 and issue to Scottish Government 	February to March 2010
<ul style="list-style-type: none"> • Prepare Proposed Aberdeen Local Development Plan 	April to August 2010
<ul style="list-style-type: none"> • Prepare draft Action Programme 	April to August 2010
<ul style="list-style-type: none"> • Prepare Environmental Report 	April to August 2010
<ul style="list-style-type: none"> • Report to Full Council 	August 2010
<ul style="list-style-type: none"> • Printing Proposed Aberdeen Local Development Plan 	August/September 2010
<ul style="list-style-type: none"> • Publish Proposed Aberdeen Local Development Plan and notify to persons and key agencies 	September 2010 (12 week consultation period begins)

• Publish Proposed Action Programme	September 2010
• Publish Environmental Report and send to SEA Gateway under 2004 Regulations	September 2010
• Notification of Neighbours	September 2010
• Objection and representation period	September 2010 to January 2011

STAGE 4 (COMPLETE)	
• Consider Objections to Proposed Plan and draft Environmental Report	September 2010 to April 2011
• Response to representations	April 2011
• Report of Conformity with Participation Statement	April 2011
• Publish Aberdeen Local Development Plan	May 2011
• Submit Proposed Plan, Action Programme and Statement of Conformity with Participation Statement (as modified if relevant) with Note of Representations and how taken account of to Ministers. • Publicise submission of plan • Request Scottish Ministers to appoint an Examination of the Proposed Plan and Environmental Report • Advertise Examination of Proposed Plan and serve Notice on known interested parties	May 2011
• Examination in Public	June onwards
• Receive the Report of Examination	December 2011

STAGE 5	
• Consider recommendations and report to the Council	January 2012
• Publish Modifications and Proposed Plan as modified.	January 2012
• Advertise 'intention to adopt' • Notify each person who made representations of publication and intention to adopt	January 2012

<ul style="list-style-type: none"> • Notify Scottish Ministers of our intention to adopt the Local Development Plan 	January/ February 2012
<ul style="list-style-type: none"> • The Aberdeen Local Development Plan is constituted as the local development plan (28 days after notification to Scottish Ministers) and Environmental Report 	February 2012
<ul style="list-style-type: none"> • Send two copies of the Aberdeen Local Development Plan and Environmental Report to Scottish Ministers 	March 2012
<ul style="list-style-type: none"> • Deposit copies of the Aberdeen Local Development Plan in libraries, notify each person who made representations and advertise it 	March 2012
<ul style="list-style-type: none"> • Publish Action Programme and Environmental Report Post Adoption Statement (within 3 months of adoption) 	May 2012

Appendix 1: The Participation Statement

Aberdeen City Council is strongly committed to encouraging interest and wide public involvement in the preparation of the new Local Development Plan. The preparation of a participation statement as part of the Local Development Plan Scheme is a requirement of the 2006 Planning etc. (Scotland) Act where we have to explain how local communities and other stakeholders are engaged and have the opportunity to be involved in the preparation of the Local Development Plan. In line with the Planning Advice Note on Community Engagement and the National Standards on Community Engagement, Aberdeen City Council will continue to ensure that:

- arrangements for participation are inclusive, open and transparent;
- information is provided in a manner which allows for full consideration of its implications;
- communication is provided through a range of formats and locations, including easily understood jargon-free formats;
- all representations are fully considered;
- feedback is provided promptly on the conclusions drawn; and
- we add to our consultation list anyone who wishes to be involved with this process.

The selection of participants is representative of the public, private, voluntary, academic and community sectors and of the various equality groups. Regulation 28 of the 2006 Act defines the following key agencies as:

- Scottish Natural Heritage;
- Scottish Environmental Protection Agency;
- Scottish Water;
- Health Boards;
- NESTRANS; and
- Scottish Enterprise

While legislation cannot specify them individually, guidance suggests that the following bodies should have the same level of involvement in the development plan process:

- Historic Scotland;
- Transport Scotland; and
- The Forestry Commission

We have also involved the following groups at the same level:

- Aberdeenshire Council;
- Aberdeen City and Shire Strategic Development Planning Authority;

- Health and Safety Executive; and
- Community Councils

In addition, community groups and the general public have been involved in the Local Development Plan process. A list of stakeholder groups appears in Appendix 2. We will continue to email newsletters to developers, agents and those who have expressed an interest in the Aberdeen Local Development Plan. We can add contacts to this list on request.

This participation statement highlights the methods of consultation which are used to ensure full and effective engagement with the community and stakeholders. Efforts have been made to reach beyond the constituency of organisations normally involved in planning consultations to a wider range of public interests such as young people, pensioners, ethnic minorities and the disabled.

The schedules below set out in as much detail as is known at this stage when, how and with whom we have and will engage, and the steps taken to involve the public. The schedules will be kept up to date on the Local Development Plan webpages of the Council's website so that stakeholders and the public know exactly how the preparation process for the Local Development Plan is to be conducted and what opportunities they will have to participate and engage with it.

The Local Development Plan preparation process involves 5 stages, the first four of which we have completed. Engagement with stakeholders and the public began early in the first two stages.

Stage 1: Publishing the Local Development Plan Scheme

This document raises awareness and understanding of the development plan review process and how long it will take. When the first Scheme was approved in March 2009 we:

- Sent it to Scottish Ministers
- Made copies available in all the City's libraries and at St Nicholas House
- Published it on our website www.aberdeencity.gov.uk, all in accordance with the 2006 Act.

In addition we also:

- Told other Council services about it
- Informed the Land Use and Environment Forum
- Sent copies to or informed the groups and agencies in Appendix 2
- Emailed a newsletter about it to agencies, developers and those who expressed an interest in the Local Development Plan.

We also did the same for the subsequent Development Plan Schemes and will carry out the above for the Development Plan Scheme 4.

Stage 2: Preparing the Main Issues Report

The Council released a Main Issues Report in October 2009. This is a discussion document that summarises the main planning issues facing Aberdeen. In preparing the Main Issues Report we:

- Involved Council services
- Held meetings and workshops with community groups and other stakeholders. We held these in different localities around the city. These were evening meetings which were open to all interested parties. In addition we held an open event in conjunction with an Aberdeen Equalities Action Network event as part of the Aberdeen City Alliance's Diversity and Equalities programme of events. We also discussed the Report with representatives of the Civic Forum and Youth Council.
- Made a presentation to the Land Use Forum which was also attended by representatives from the Homes and Environment Forums.
- Ensured that the Local Development Plan webpages of the Council's website continued to provide immediate access to Local Development Plan publications and allow responses to the Main Issues Report to be submitted
- Continued to use the telephone and email enquiry point allowing people to contact the Local Development Plan team
- Ran participation exercises and workshops for both stakeholders and Councillors throughout the Development Plan process where display material and Local Development Plan team members were available
- Emailed a newsletter about it to agencies, developers and those who expressed an interest in the Local Development Plan

When it was published we:

- Sent it to, or informed, the groups and agencies in Appendix 2
- Made copies available in all the City's libraries and at St Nicholas House
- Published it on our website www.aberdeencity.gov.uk
- Advertised it in newspapers
- Sent it to Scottish Ministers, in line with the new Act.

After its publication, there was an eight week period for representations on its content. Representation forms were made available in the libraries and at all consultation meetings, as well as online. Regular news releases were made to all local media during this period to publicise the consultation events and advise people of the process.

Stage 3: Preparing and publishing the proposed Aberdeen Local Development Plan

Following the consultation period on the Main Issues Report, we received around 1000 representations. The proposed Aberdeen Local Development Plan was written by the Council and responded to the matters raised in those representations. We also prepared a proposed Action Programme. In preparing and publishing the proposed Plan we:

- Notified any person who commented on the Main Issues Report that the Local Development Plan has been produced and send them the information contained in the notice

- Informed community groups and other stakeholders
- Made a presentation to the Land Use Forum and invited other Forums to this
- Sent it to, or informed, the groups and agencies in Appendix 2
- Made copies available in all the City's libraries and at St Nicholas House
- Published it on our website www.aberdeencity.gov.uk
- Advertised it in newspapers
- Notified the owners, lessees or occupiers of sites and the owners, lessees or occupiers, within 20m, of neighbouring sites which the proposed plan specifically proposes to be developed and which would have a significant effect on the use and amenity of the site
- Sent it to Scottish Ministers
- Emailed a newsletter about it to agencies, developers and those who have expressed an interest in the Local Development Plan.

When published, the proposed Aberdeen Local Development Plan was subject to a formal period of public consultation lasting 12 weeks. Due to the adverse weather, postal delays and the additional neighbour notification which we carried out representations were accepted for a further four weeks. During this period anyone was able to make formal objections or expressions of support to the proposed plan.

Stage 4: Preparing for the Examination of the Proposed Aberdeen Local Development Plan

Where objections to the Proposed Plan remain unresolved, they were subject to an Examination by the Reporters appointed to act on behalf of the Scottish Government. The Reporters looked at the objections, weighing up arguments from the Council, local people, developers and others before reaching their conclusions and recommendations. Under the 2006 Act, the Council is generally required to accept the recommendations made by the reporter. We

- Advertised the Examination
- Made the Examination proceedings available on the website as soon as practicable
- Kept informed all interested parties in the Examination procedures.

Stage 5: Adoption of the Aberdeen Local Development Plan

Once the reporter has made their recommendations on the Plan, formal adoption of the Aberdeen Local Development Plan would follow, making public our intention to adopt the plan and a 28 day submission period to Scottish Ministers – providing they do not wish to raise issues with the plan. At this point we would contact all interested parties and advertise the publication of the plan.

Parallel Assessments of the Aberdeen Local Development Plan

It will be necessary to undertake a number of parallel assessments of the Local Development Plan both as legislative requirements and as good practice.

Strategic Environmental Assessment

Under the Environmental Assessment (Scotland) Act 2005 it is a legal requirement to undertake a Strategic Environmental Assessment (SEA). This is because the Local Development Plan, along with other supplementary guidance, is likely to have a

significant effect on the environment. This is being undertaken throughout the review process and will have its own stages of consultation on a draft and final Environmental Report. A draft Environmental Report was published for consultation alongside the Main Issues Report and provides an assessment of the impact on the environment of sites and policies within it.

Appropriate Assessment

Development plans should be subject to an Appropriate Assessment according to Article 6(3) and 6(4) of the Habitats Directive (92/43/EEC). This should assess the likely significant effects that the Aberdeen Local Development Plan may have on the River Dee Special Area of Conservation (SAC) - the only European site within the Aberdeen City boundary. This is to ascertain whether the Plan will have an adverse impact alone, or in combination with the other plans and projects on the site's integrity. The Appropriate Assessment is included as part of the draft Environmental Report.

Equality Impact Assessment

At each stage of the Local Development Plan we will continue to consider how our ways of involving people, as well as the policies in the plan, might affect different groups in different ways.

Supplementary Guidance

We have prepared Supplementary Guidance alongside the Aberdeen Local Development Plan. This provides more detail on the policies set out in the plan. Supplementary Guidance is a legal part of the plan and allows the plan itself to be shorter and easier to understand. Supplementary Guidance has been prepared on the following issues.

- Affordable Housing
- Developer Contributions
- Green Space
- Development Frameworks and Masterplans
- Detailed design guidance and development management policies
- Flooding and Drainage
- City centre and retailing
- Transport

In doing so we have:

- Published the draft Supplementary Planning Guidance, which were subject to consultation along with the Local Development Plan – Proposed Plan
- Made copies available in all the City's libraries and at St Nicholas House/Marischal College
- Published it on our website www.aberdeencity.gov.uk
- Advertised it in newspapers
- Advised community groups and other stakeholders
- Made a presentation to the Land Use Forum and invited other Forums to attend

We must consider any comments made on the supplementary planning guidance, and then send Scottish Ministers a copy of the guidance we wish to adopt. In

addition, we will send Ministers a statement setting out the publicity measures undertaken, the comments received, and an explanation of how these comments were taken into account. After 28 days have elapsed, the Council may then adopt the guidance unless Scottish Ministers have directed otherwise.

During the Examination of the Local Development Plan – Proposed Plan we have progressing work on Supplementary Guidance by submitting batches to Committee to be approved as Interim Guidance or to go out for further consultation.

APPENDIX 2

Stakeholder Groups

Aberdeen & Grampian Chamber of Commerce
Aberdeen Airports Ltd.
Aberdeen City and Shire Strategic Development Planning Authority
Aberdeen City Centre Manager
Aberdeen City Heritage Trust
Aberdeen Civic Society
Aberdeen College & Gallowgate Library
Aberdeen Council of Voluntary Organisations
Aberdeen Harbour Board
Aberdeen Renewables Energy Group
Aberdeen Solicitors and Property Centre
Aberdeen Trades Council
Aberdeenshire Council
Aberdeenshire Council
ACSEF
Association of Builders & Developers
BAA Scotland
Bridge of Don Partnership
BT Notice Handling Centre
Centrica
Civil Aviation Authority
Federation of Small Businesses
Forestry Authority
Forestry Commission Scotland
Freight Transport Association
Friends of the Earth
Grampian Fire Brigade
Grampian Forum of Voluntary Organisations
Grampian Police
Grampian Primary Care NHS Trust
Health and Safety Executive
Historic Scotland
Homes for Scotland
National Grid
National Grid Property Ltd
NESTRANS
Network Rail
NHS Grampian
North East Scotland Joint Public Sector Group
North East Scotland Waste Strategy Group
Regional Ecumenical Team
RICS North East Branch
Robert Gordon University
Rowett Research Institute
Royal Town Planning Institute (Scotland)
RSPB

Scottish Agricultural College
Scottish Ambulance Service
Scottish and Southern Hydro Electric
Scottish Enterprise Grampian
Scottish Gas plc.
Scottish Government Housing Investment Team
Scottish Hydro Electric plc.
Scottish Natural Heritage (Grampian)
Scottish Water
Scottish Wildlife Trust
SEPA
SportScotland
Transport Scotland
University of Aberdeen

Community Councils
Ashley and Broomhill
Braeside and Mannofield
Bridge of Don
Bucksburn and Newhills
Cove and Altens
Culter
Cults, Bielside and Milltimber
Dyce and Stoneywood
Froghall
Garthdee
George Street
Kingswells
Mastrick and Sheddocksley
Nigg
Northfield
Old Aberdeen
Queens Cross and Harlaw
Rosemount and Mile End
Tillydrone
Torry

Communities of Interest Forums
Ethnic Minority Forum
Aberdeen Women's Alliance
Youth Action Committee
Disability Action Group
Lesbian, Gay Bisexual and Transgender Forum
Aberdeen Senior Citizens Forum
Community Regeneration Forum
Gypsy Traveller Community

Challenge Forums
Leading the City
Community Engagement
Locality Planning
Health and Social Care
Homes
Land Use
Environment
Transport and Communications (covered by NESTRANS)
Prosperity and Jobs
Image
Lifelong Learning
Arts, Heritage and Sport
Equality Action Network

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Dubford Development Framework
REPORT NUMBER:	EPI/12/012

1 PURPOSE OF REPORT

- 1.1 This report outlines the Dubford Development Framework, prepared as a guide for the future development of land identified as Opportunity Site OP25 in the Proposed Aberdeen Local Development Plan (ALDP).
- 1.2 The Development Framework has been produced by Michael Gilmore Associates and Urban Design Associates on behalf of Scotia Homes and aims to produce a mixed tenure sustainable urban community, featuring a mix of house types and including some local retail and community uses, to the north of Denmore (Bridge of Don).
- 1.3 A summary document of the Development Framework is attached to this Committee Report. The full Development Framework for Dubford (January 2012) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:

www.aberdeencity.gov.uk/masterplanning
- 1.4 A hard copy of the Development Framework is available in the Members' Library or within the Planning and Sustainable Development department at Ground Floor North, Marischal College.

2 RECOMMENDATION(S)

It is recommended that the Committee:

- 2.1 Approve the Dubford Development Framework as interim planning advice and, pending Council approval for adoption of the Aberdeen Local Development Plan, agree for officers to implement the process to ratify the framework as Supplementary Guidance by the Scottish Government.

3 FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report outwith normal officer time to evaluate the Development Framework. The developers have met the cost of preparation of the Development Framework including all consultation and engagement work. The proposals will result in efficiencies in the determination of future planning applications related to the development framework and masterplan, leading to a reduction in Council staff time.

4 OTHER IMPLICATIONS

- 4.1 There are no known property, legal or equipment implications arising from this report.
- 4.2 The Development Framework reduces the risk of piecemeal and inappropriate development in the site area. Mixed use development and the efficient use of land will contribute towards the Council's aim of promoting sustainable development.
- 4.3 Approving the Development Framework will contribute to efficiencies in determining future planning applications. 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.
- 4.4 The Development Framework seeks to contribute towards a higher rate of new house building in the City, including 25% affordable housing provision in accordance with the Proposed Aberdeen Local Development Plan.
- 4.5 In accordance with the Proposed Aberdeen Local Development Plan, Appendix 4, the Proposed Action Programme and the Infrastructure and Developer Contributions Manual, the Development Framework references how the development will seek to address requirements for cumulative and local transport infrastructure; public transport along with walking and cycling.
- 4.6 A Strategic Environmental Assessment has been undertaken on the Dubford site as part of the preparation for the Proposed Aberdeen Local Development Plan.

5 BACKGROUND / MAIN ISSUES

Site Description

- 5.1 The site is located in the North of the city; north to the Denmore neighbourhood (Bridge of Don). The site slopes from west down to the east, and exhibits some steep areas which have been identified as unsuitable for development and to remain as open space. The site is

bounded to the west by Perwinnes Moss/Scotstown Moor, to the east by Denmore/Murcar Industrial Estate, to the south by housing of Denmore community, and to the north by Shielhill Road.

- 5.2 Scotia Homes have appointed a multi disciplinary team to produce a development framework for the Dubford site, including the following:

UDA – Architects and Urban Designers
Michael Gilmour Associates – Architects and Project Managers
La Quatra Bonci Associates – Landscape Architects
Cameron & Ross – Civil and Structural Engineers
WSP - Transportation
Northern Ecological Services – Ecological Consultants
David Wilson Associates – Landscape and Visual Impact Consultants

Policy Summary

- 5.3 The development framework has been prepared following the Council's adopted Aberdeen Masterplanning Process and contributes towards the Scottish Government policy aims of raising design quality through the 6 key qualities of creating successful places, namely – distinctive, welcoming, safe and pleasant, adaptable, easy to get to and move around, and resource efficient.
- 5.4 The Dubford site is allocated in the Proposed Aberdeen Local Development Plan as Opportunity Site OP25 for 550 homes; it states that the site should be masterplanned with possible provision for a new secondary school/capacity, and health provision. The site covers 42.3ha.
- 5.5 This proposal helps bring forward land for development in the early phases of the Aberdeen Local Development Plan and help meet the targets and objectives in the Structure Plan, including that development should generally be no less than 30 dwellings per hectare as an average across the whole site.
- 5.6 The Dubford Development Framework is intended to act as interim planning advice, pending formal adoption of the Aberdeen Local Development Plan.

Key Issues

- 5.7 **Housing** – the proposals for Dubford include a full range of housing types and sizes. Scotia Homes will work with the Council and the registered social landlords to provide the required level of **affordable housing** in accordance with the Proposed Aberdeen Local Development Plan – being no less than 25% of the total number of units.

- 5.8 **Community Facilities** – development at Dubford aims to create a mix of uses, including where possible providing appropriate shopping, services, and employment uses with each phase of development. The detail of any potential uses will be confirmed during the planning application, but will be appropriate for the site.
- 5.9 **Education provision** – the Proposed Aberdeen Local Development Plan: Proposed Action Programme indicates that with some rezoning Scotstown and Greenbrae Primary Schools should be able to accommodate new development. However, any specific requirements must be considered alongside other development options in the Bridge of Don, and through detailed discussions with the Council’s Education Department and Planning Gain Officer.
- 5.10 **Transportation** – A Transportation Assessment (TA) is required to support any future planning application which examines the current and future transport matters associated with the proposed development. This TA is currently being carried out by WSP in consultation with the Roads Authority and Transport Scotland. Through these discussions so far, the following has been requested:-
- The development must comply with ‘Designing Streets’.
 - A minimum of 2 access points should be provided onto Sheilhill Road.
 - If access is to be provided onto the B999 through the adjoining land, only one access will be permitted.
 - The junction at Sheilhill Road and B999 requires to be upgraded. A financial contribution will be made for the creation of new intersection at junction, and through agreement with the Roads Authority.
 - Access and connection to Dubford Road requires to be restricted to public transport, refuse vehicles, cyclists and pedestrians only. Vehicular access would be prohibited through the use of electric bollards/bus gate or similar form of barrier system as agreed by the Council.
 - The development will be designed to accommodate an extension of the bus facility which is currently located at Dubford Road, via a looped system. This agrees with the ALDP: Proposed Action Plan Infrastructure Requirements, which states that a bus route from OP25 Dubford through Denmore with frequent public transport to serve the whole area, which may include extensions to existing services.
- 5.11 **Health care provision** – the Dubford site is within Masterplan Zone 1, where the Proposed Aberdeen Local Development Plan indicates that specific health provision will be required (below). The developer will undertake discussions with NHS Grampian to assess the impact of the development and to agree appropriate mitigation measures required.

- Extension to Oldmachar Medical Practice at Jesmond Road by 2 GP's to support the General Medical Services.
- Extension at Bridge of Don Clinic at Cairnfold Road to support General Dental Services of 1 additional dental chair.
- Additional Community Pharmacy (including land) to support the additional patients.

5.12 **Environmental** – an Environmental Screening Opinion was issued on 10 November 2011 (Ref: P111564) which stated that the proposed development does not require a formal Environmental Impact Assessment (EIA). However, the development would need to provide a series of additional technical reports/studies to support any future planning application – see section 5.17 below.

Protected species surveys will be carried out in support of any future planning application to establish the status of otters, bats, badgers, water vole and red squirrels on the site, and provide a sound basis for any for any appropriate mitigation or enhancement measures.

5.13 **Open Space** – the development at Dubford proposes to enhance and preserve existing natural features to provide buffers, and wedges of green throughout the development. It aims to create community parks, play areas, cycle and pedestrian routes, a 'village green' area, provide for allotment gardens, and, use slopes to provide terraces/overlooks and view corridors. All proposals shall be in accordance with Policy NE4: Open Space Provision in New Development, of the Proposed Aberdeen Local Development Plan. This states the requirement of at least 2.8 hectares per 1,000 people of meaningful open space.

5.14 **Drainage and Flooding** – the Scottish Environmental Protection Agency has raised concerns over some portions of the site with regard to flooding. This is identified on the 'Concept Development Framework Plan' in the summary document and on page 49/Appendix 06 in the full Framework. A **Flood Risk Assessment** will be required to support any future planning application for development at Dubford. The developers will work with SEPA with regard to flooding mitigation, and where possible opportunities to protect and improve the water environment.

The Development Framework integrates passive storm water management techniques by restoring burns, creating dedicated waterways and enhancing wetlands where possible. The specific design of **Sustainable Urban Drainage Systems** (SUDS) measures will form an integral part of any future planning application's site layout and design to encourage biodiversity.

5.15 **Contamination** – it has been established through investigation into the history of the site that some quarrying work has taken place at various locations on the site. In addition an area to the North has been used for disposal of drill cuttings in landfill sites. Intrusive investigation of the ground conditions in these areas will require to be carried out and

according to best practice as detailed in BS10175, 'Investigation of Potentially Contaminated Sites – A Code of Practice'. Contact and discussions will be made and ongoing with the Aberdeen City Council Contamination Land Unit regarding any conclusions and recommendations for the site.

5.16 Technical Reports and Surveys required to support planning application:

- Planning Statement
- Pre-application Consultation Report
- Design and Access Statement
- Landscape and Visual Impact Assessment
- Ecological Impact Assessment
- Archaeological / Cultural Impact Assessment
- Flood Risk Assessment
- Water Infrastructure Assessment
- Access / Transportation Assessment
- Air Quality Impact Assessment
- Sustainability Impact Assessment
- Noise Impact Assessment
- Contamination Site Investigation and Risk Assessment
- Education Impact Assessment
- Retail Impact Assessment

Design Principles

5.17 As stated in the policy summary (5.4 above) the Dubford Development Framework follows the key principles outlined in the Aberdeen Masterplanning Process. The framework promotes the principles of good urban design – including, a clear layout, maximising access opportunities, walkable communities, and defining key buildings/spaces.

5.18 There are 3 key **design principles** underlying the development framework for Dubford:

- 1 Responding to the land** – identifying site constraints leads to the creation of an open space framework where natural features, waterways and steep slopes are maintained and formalised into a connected network of parks and open space accessible by foot and cycle.
- 2 Connecting Communities** – after identifying developable land 'pockets' within the site, key connections are identified and strengthened, with pedestrian, cycle and public transport integral to the community. The street network is based on blocks that provide access and a range of servicing/parking uses.
- 3 Building Variety** – a variety of building types to attract a diverse community, which is more self-sustaining over time. This

includes a mix of uses such as recreation and local shopping opportunities to a full range of housing types.

Public Involvement

- 5.19 The Development Framework at Dubford has involved local people and stakeholders in the design and development processes. The consultation followed a predominantly ‘Charrette’ style format. A Design Charrette is an intensive, hands-on workshop that brings people from different disciplines and backgrounds together to explore design options for a particular area or site¹.
- 5.20 The consultation has been carried out following best practice guidance as set out in Planning Advice Note 81, Community Engagement and Aberdeen City Council’s Guidelines for Community Engagement.
- 5.21 Consultation on the potential of development at Dubford started in June 2009, and further consultation is planned as part of the planning application process.
- 5.22 The design team and developer have scheduled a **forthcoming public meeting**, with a provisional date of 8 February 2012 (venue and time still to be confirmed). The aim of this meeting is to engage with the local community and provide an opportunity for meaningful discussion on details of the site layout to inform future planning application stages.
- 5.23 The table below summaries the **public engagement events** to date:

Event/Date	Description
Aberdeen Local Development Plan: Development Options – Bridge of Don Open Evening <i>2 June 2009</i>	45 people attended including Community Council, Grampian Police, and Energetica representatives, and members of the public. Comments were provided on the various development options put forward for consideration in the Main Issues Report.
Design Team Stakeholders Consultation <i>June 2009</i>	Initial meetings held with members of the Community Council and Aberdeen City Council staff to collect data and discuss the key issues.
Masterplan Concept Charrette <i>September 2009</i>	Began with focus group meetings and an evening community meeting. A series of concepts and suggestions for the future development of the area were developed in response to the issues raised. A public open house was held to review ideas and a final

¹ Definition from People and Participation website – www.peopleandparticipation.net

	community meeting briefed participants on the plan recommendations and asked them to evaluate and give comment on the concepts and recommendations.
Aberdeen Local Development Plan: Main Issues Report Consultation <i>16 October – 11 December 2009</i>	Formal comments and representations made to Aberdeen City Council on the contents and preferred sites within the Main Issues Report.
Aberdeen Local Development Plan: Proposed Plan Consultation <i>24 September – 17 December 2010</i>	Formal consultation on the content, site allocations and policies within the ALDP: Proposed Plan.
Design Team Stakeholders Consultation <i>September 2011</i>	Meeting held with members of the Community Council and Aberdeen City Council staff to collect data and discuss the key issues.
Public Meetings and Workshops <i>14-17 November 2011</i>	Focus groups conducted with Energetica, First Bus, and various Aberdeen City Council departments. An 'Open House' public meeting on the 15 th November and various meetings with the Community Council.
Public Meeting on Interim Proposals <i>Expected February 2012</i>	Upcoming consultation event
Public Presentation of Final Proposals <i>Expected April 2012</i>	Upcoming consultation event

5.24 The following table provides a summary of the main comments which were received as part of the consultation process to date (as detailed above). Further detail can be found in the Dubford Development Framework document itself, and within a future Pre-Application Consultation Report which will form part of any future planning application.

Issue	Outcomes
ALDP Consultation Process	
<ul style="list-style-type: none"> Roads and traffic capacity concerns Education and school capacity concerns Flood risk concerns and any masterplan should take account of existing water features Developer contributions and infrastructure requirement concerns – should be 'ring-fenced' to provide for local issues. 	<p>Response from Planning Authority</p> <ul style="list-style-type: none"> Structure Plan sets new housing allowances and a review of the green belt boundaries. Site emerged as desirable as the site is well related to the existing settlement area and can be accommodated in terms of landscape and transport. Scottish Government are committed to building the AWPR

	<p>and 3rd Don Crossing is a committed Council project.</p> <ul style="list-style-type: none"> • Transport infrastructure requirements are detailed in the Action Programme and the Developer Contributions Manual, and used in the delivery of development sites. It will be incumbent on the developer to mitigate any net detriment impact on the transport network. • Requirement for a flood risk assessment is accepted. The inclusion regarding existing water features is accepted, and related to the Action Programme.
<p>Masterplan Concept Charrette – September 2009</p>	
<p>Comments on existing issues of site/area</p> <p>Positives</p> <ul style="list-style-type: none"> • Open space • Community environment • Existing amenities • Views <p>Negatives</p> <ul style="list-style-type: none"> • Neighbourhood roads used as alternate routes and rat-runs • Bottlenecks and problem junctions, such as Scotstown and B997 • Poor bus service • Lack of community centre, parks, local shops • Proximity of housing to industrial uses • Bridge of Don is too dense 	<ul style="list-style-type: none"> • Improvements necessary to reduce congestion as the development proceeds. • Potential for improved bus service and more local facilities. • Need to provide a good mix of housing. • Need to provide improved pedestrian and cycle facilities. • Requirement for open space, parks and play facilities.
<p>Masterplan Concept Charrette – September 2009</p>	
<p>Comments on draft masterplan</p> <p>Positives</p> <ul style="list-style-type: none"> • Mixed-use development, proposed improvements to public transport • Framework of public open space, protection of on-site natural features, path and cycle opportunities • Local shops and facilities • Mix of housing types <p>Negatives</p> <ul style="list-style-type: none"> • Too dense • Open space buffer is too small • Lack of improvements to Sheilhill Road, B999 and B997 	<ul style="list-style-type: none"> • Importance of improved bus service, and support to strategic infrastructure projects • Widen buffer between new and existing housing • Link green area between the shops to the south • Improve local junctions • Provide local facilities • Follow local architectural tradition

<ul style="list-style-type: none"> • Concern shops and steading conversion not commercially viable • Architectural character not local, red roofs more from Fife 	
<p>Public Meeting and Workshop November 2011</p> <ul style="list-style-type: none"> • Residents continue to be concerned about traffic congestion in the Bridge of Don and feel that there have minimal improvements that could justify additional development • Concern that schools have limited capacity and cannot handle additional students. Request that the city undergo a study to better understand capacity. • Meetings with Environmental revealed a desire to enhance the greenway along the existing path through the site 	<ul style="list-style-type: none"> • Request that the connection to Dubford Road only allow buses in order to prevent cut through traffic in the neighbourhood • A flood risk assessment will be completed to ensure minimal impact on the land and watercourses. • It was agreed that the connection to Dubford Road will only permit access for buses and pedestrian only. Scotia will look into methods to ensure that access will be limited to any other vehicles. • Sight lines along Sheilhill Road were studied and two preferred access points were selected • Studies by traffic engineers determined a vehicular entrance at the existing Steading is not recommended. • Design team met with First Bus in order to discuss improved access and service through this area and the desired route.

6 IMPACT

- 6.1 The site includes enhanced walking and cycling opportunities, as well as access to facilities in the wider area.
- 6.2 The Development Framework contributes to the Scottish Government Priorities, in particular safer and stronger – improved opportunities and quality of life, and greener – improving the built environment and sustainable use of our natural resources.
- 6.3 The framework contributes to the following Single Outcome Priorities: 1 – We live in a Scotland that is the most attractive place for doing business in Europe; 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 and enhance it for future generations.

- 6.4 The proposal contributes to the 5 Year Business Plan in terms of objective – Communication and Community Engagement; sharing our plans and aspirations for the city, – delivering an up-to-date plan, – facilitating new development projects to improve Aberdeen’s living environment and, – support open space initiatives.
- 6.5 The proposal is consistent with the Council’s Corporate Plan in particular with regard to delivering high levels of design from all development, maintaining an up-to-date planning framework, sustainable development and open space provision.
- 6.6 The proposal is consistent with the Planning and Sustainable Service Plan, in particular engaging the community in the planning process, and the delivery of masterplans/development frameworks in line with The Aberdeen Masterplanning Process.
- 6.7 An Equalities and Human Rights Impact Assessment has been prepared. In summary, many of the aims of the proposal will have positive benefits, including;
- Housing – greater provision of affordable and family housing in Aberdeen as a result of development.
 - Health – improved access useable open spaces for leisure pursuits and opportunities for walking/cycling/exercise.

7 BACKGROUND PAPERS

- 7.1 The Dubford Development Framework (January 2012) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:
www.aberdeencity.gov.uk/masterplanning
- 7.2 Aberdeen Local Development Plan: Proposed Plan September 2010
http://www.aberdeencity.gov.uk/Planning/ldp/pla_local_development_plan.asp
- 7.3 Aberdeen Masterplanning Process 2008 (article 22, Planning Committee Minute, 6/11/08)
http://www.aberdeencity.gov.uk/Planning/pla/pla_planningbriefs.asp

8 REPORT AUTHOR DETAILS

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URBAN DESIGN ASSOCIATES

Dubford, Bridge of Don, Aberdeen City Council:

Development Framework Summary Document



First Issue : January 2012

1.0 Vision Statement

The vision for the site is to create a mixed-use Urban development, generating a vibrant and diverse community with opportunities for local employment, businesses. The development should recognise the existing context of development patterns and integrate with existing infrastructure and open space networks. The development should seek to create a sense of place and a sustainable community.

1.1 Introduction

This Development Framework has been prepared by Urban Design Associates (UDA) and Michael Gilmour Associates (MGA) on behalf of the Design Team and Scotia Homes, in consultation with Aberdeen City Council. The Design Team consists of:

- UDA – Architects and Urban Designers
- La Quatra Bonci Associates -- Landscape Architects
- Michael Gilmour Associates – Architects and Project Managers
- Cameron & Ross – Civil and Structural Engineers
- WSP - Transportation
- Northern Ecological Services – Ecological Consultants
- David Wilson Associates – Landscape and Visual Impact Consultants
- TBC – Noise Consultants

The development framework will be considered by the Council's Enterprise, Planning and Infrastructure Committee, anticipated to be January 2012. This will be presented with the recommendation that the Council approve the Dubford Development Framework as interim planning advice and, pending Council approval for adoption of the Aberdeen Local Development Plan, agree for officers to implement the process to ratify the framework as Supplementary Guidance by the Scottish Government. This process may require an additional period of consultation

1.2 Purpose of this document

This site is allocated in Aberdeen Local Development Plan: Proposed Plan (ALDP) - OP25 for residential development of up to 550 homes (2007-2016). A Development Framework is required for the site in accordance with the ALDP "Masterplan Zones".

The purpose of this Development Framework is to provide planning and design guidance for the future development of the Dubford site, encompassing aspects of layout, existing buildings, context and local policies.

- setting out a baseline, or two dimensional spatial framework, for the way in which large areas that may be in multiple ownerships, are to be developed. This will involve -
- appraising local context;
- reviewing whatever policy, guidance and regulations apply;
- conceiving a vision for the place;
- determining feasibility;
- establishing planning and design principles; and
- agreement on the development process

In the preparation of this document 'The Aberdeen Masterplanning Process: a guide for developers' has been closely followed.



- | | |
|----------------------|---------------------------|
| RESIDENTIAL LAND | ALDP GREEN SPACE |
| EXISTING RESIDENTIAL | ALDP GREENWAY WITHIN SITE |
| PROPOSED RESIDENTIAL | INDUSTRIAL LAND |
| PROPOSED FLATS | INDUSTRIAL BUILDING |
| COMMERCIAL BUILDING | PARKING |
| PUBLIC OPEN SPACE | FUTURE ACCESS POINT |

Concept Development Framework Plan

1.3 Policy Context

National Policy

The Development Framework will follow National Planning Framework (NPF2) - June 2009. NPF2 sets out a plan for the spatial framework for Scotland to enable:

- sustainable economic growth
- a “greener Scotland” with enhanced natural and built environments
- safer, stronger and healthier communities
- a smarter Scotland supporting the development of the Knowledge Economy

It identifies the primary aim of Aberdeen and Shire is to grow in a sustainable way making sure the region has enough people, homes and jobs to maintain and improve quality of life.

National planning policies of relevance to this site, and to be followed in the design proposals for the site, are set out in Scottish Planning Policy.

Best practice is set out in Planning Advice Notes

PAN 51	Planning, Environmental Protection and Regulation (Revised 2006)
PAN 60	Planning for Natural Heritage
PAN 61	Planning and Sustainable Urban Drainage Systems
PAN 63	Waste Management Planning (with reference to North East Area Waste Plan and NPPG10)
PAN 65	Planning and Open Space
PAN 67	Housing Qualities
PAN 68	Design Statements
PAN 69	Planning and Building Standards Advice on Flooding
PAN 75	Planning for Transport
PAN 77	Designing Safer Places
PAN 78	Inclusive Designs
PAN 83	Masterplanning
PAN 1/2011	Planning and Noise
PAN 2/2010	Affordable Housing and Housing Land Audits
PAN 3/2010	Community Engagement

Aberdeen City and Shire Structure Plan - August 2009

Aberdeen City and Shire Structure Plan aspires to “delivering first class housing, new businesses and better transport links, all in a top quality environment. It has 6 main objectives:

- Economic growth
- Sustainable development and climate change
- Population growth
- Quality of the Environment
- Sustainable mixed communities
- Accessibility

The aim of the plan is to increase the population of the city, specifically promoting the building of 17,000 houses on Greenfield sites up to 2023. The development of the Dubford site will help in achieving this target.

For sites of area of more than 1 hectare the Structure plan requires development density to be “generally no less than 30 dwellings per hectare”. Development proposal for Dubford will comply with this policy.

Aberdeen Local Development Plan (ALDP) - September 2010

The ALDP supports the aims and objectives of the Structure Plan. Its objective is to set out a spatial framework to meet city development needs over the next 10-20 years and promoting sustainable growth of the city over this period. The Plan refers to Scottish Government Planning Policies and specifically Designing Places and Designing Streets.

The ALDP identifies desired directions for growth throughout the city and 11 specific areas for development have been identified to be brought forward through Masterplanning. Masterplanning will be required to ensure that individual development in specific areas are co-ordinated and holistically address infrastructure requirements. The Dubford site is identified as Masterplan area 1 - Dubford/Murcar, with a housing allocation of 550 units being delivered 2007-2016.

The concept layout plan indicates a development of more than the 550 residential units set out in the ALDP. Detailed proposals will be developed in full compliance with ALDP policies, particularly net development density, provision of open space requirements and best practice in Urban Design. Additional infrastructure and developer requirements will be necessary if future development phases go above the ALDP allocated units of 550 units for the site.

Energetica Placemaking Supplementary Guidance

Energetica has three principle aims:

- create a new generation energy community stretching north from Aberdeen's Bridge of Don area to Peterhead and west to the airport.
- create a renowned, world-class destination that will attract innovative energy businesses and highly skilled people
- feature high quality housing and leisure facilities in an outstanding natural environment based on low carbon principles

Its Supplementary Guidance sets out 6 criteria on issues such as sustainable development; low energy use through design and innovation; place making and high quality landscaping.

How Dubford responds to Policy

The Development Framework sets out a masterplan for over 600 houses and a commercial centre to provide local services and opportunities for local employment and businesses to be created. Section 02 shows how this is to be achieved through the adoption of best practice in Urban Design and place making with reference to Government policy contained in its Planning Advice Notes including "Designing Streets" and "Designing Places". The proposed development will aim to contribute to the requirements set out in NPF2 in its primary aim for Aberdeen and Shire to grow in a "sustainable way making sure the region has enough people, homes and jobs to maintain and improve quality of life", and the Aberdeen and Shire Structure Plan to achieve its target in house building by creating a Sustainable Community.

As set out above the proposals contained in the Development Framework meets the 6 criteria of Energetica SG.

The Development framework for Dubford aims to set out the vision for the site to create a high density, mixed-use, and mixed tenure sustainable urban community. The development will recognise the existing context of development patterns and integrate with existing infrastructure and open space networks. The development will seek to create a sense of place leaning on the traditional local vernacular of the North East of Scotland to inform the urban space and streetscapes created.

It will aim to produce a layout that takes best advantage of passive solar gain through appropriate orientation of houses. The buildings will be well insulated in accordance with current building regulations, incorporating renewable energy provisions where appropriate.

1.4 Development Process

This Framework provides an outline of the considerations required in the development of the site. Prior to the formal submission of detailed planning application for any part of the site, further consultations will be required between the applicant, stakeholders, the local community and Aberdeen City Council. A Proposal of Application Notice and EIA screening opinion for the site have been submitted to ACC. The screening opinion has confirmed that the following reports will require to form part of any formal planning application.

1. Planning Statement
2. Pre -application Consultation Report as
3. Design and Access Statement
4. Landscape and Visual Impact Assessment
5. Ecological Impact Assessment
6. Archaeological / Cultural Impact Assessment
7. Flood Risk Assessment
8. Drainage Impact Assessment
9. Water Infrastructure Assessment
10. Access / Transportation Assessment
11. Air Quality Impact Assessment
12. Sustainability Impact Assessment
13. Noise Impact assessment
14. Contamination Site Investigation and Risk Assessment
15. Education Impact Assessment
16. Retail Impact Assessment

It is envisaged that an application for planning permission in principle will be submitted for the entire area, subject to the agreement of Landowners covered by the development framework. This would establish the principles for the detailed development of the site, which could then be implemented through the submission of applications for detailed planning permission and reserved matters.

A detailed Planning application for phase 1, 2 and 3 will be submitted by Scotia Homes at the same time as the Planning in Principle Application. A processing agreement will be entered into between the Applicant and Aberdeen City Council. An outline programme to accompany the processing agreement and setting out the timetable for delivery of the project is contained in Appendix 2

It is envisaged that planning applications will be submitted in May 2012

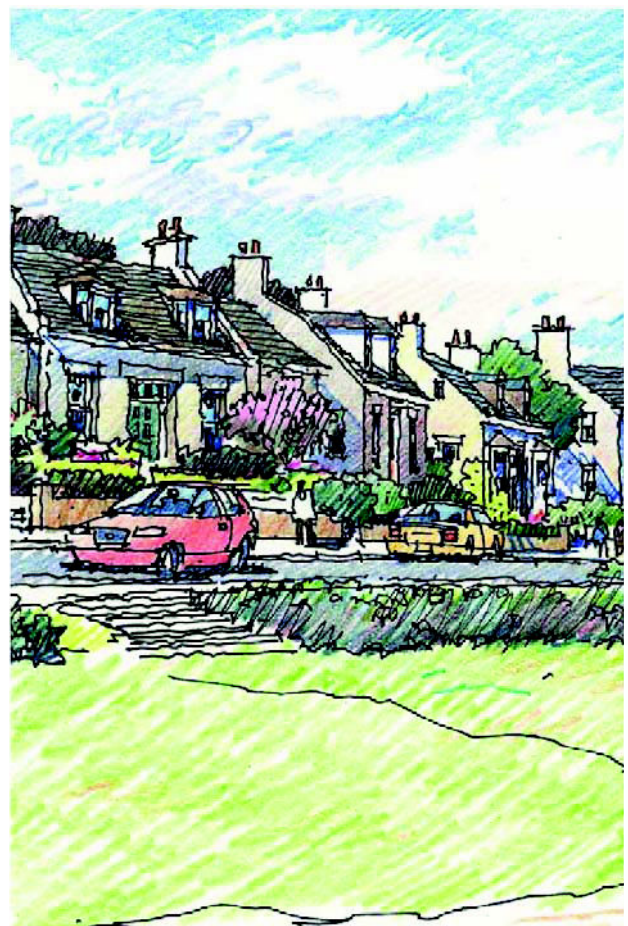
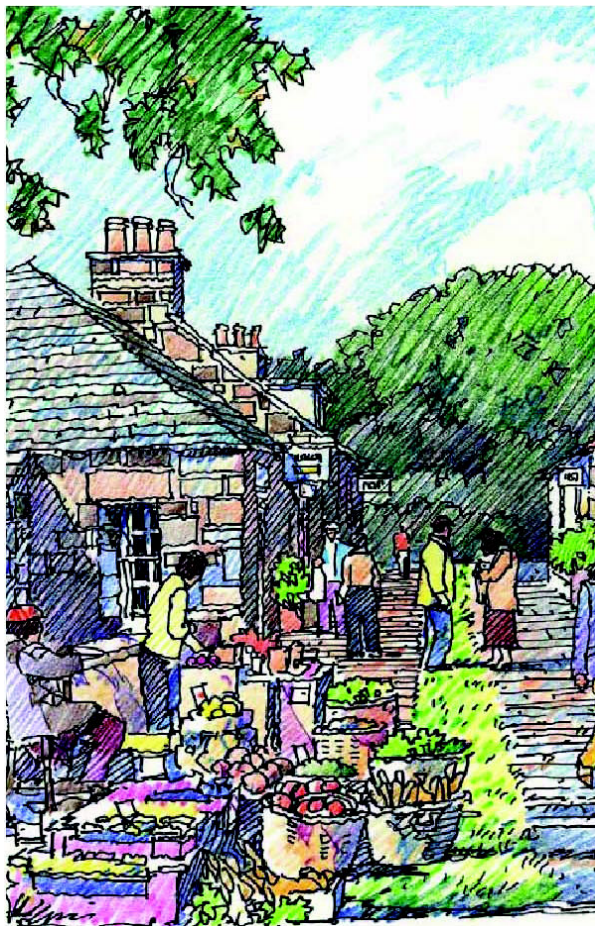


1.5 Community Engagement and Consultation

Community Engagement plays a critical part of the planning process. Consultation and engagement with the community and stakeholders ensures that a balanced approach to development is achieved, taking into account the views of all concerned.

Through the preparation of the Aberdeen Local Development Plan: Proposed Plan, various community and consultation events have taken place in determining preferred sites for the allocation of future development. The Dubford site has also been the specific subject to a number of consultation events carried out by Scotia Homes, dating back to June 2009. Full details of these events and the outcomes are documented in section 02 – A Development Framework for Dubford.

Prior to the formal submission of any planning application further public consultation events will require to be held. As required under current planning policy, a formal public event will be advertised and take place prior to the submission of a formal planning application. In support of a Planning Application a Consultation Report will be prepared and submitted, documenting the discussions that have taken place at public engagement events and how these have been addressed in the final proposals.



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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Aberdeen Harbour Development Framework
REPORT NUMBER:	EPI/12/ 013

1 PURPOSE OF REPORT

- 1.1 This report outlines the Aberdeen Harbour Development Framework, prepared as a guide to explore how the relationship between the Harbour and the City can be developed over the next 20 years.
- 1.2 The Development Framework has been produced by Barton Wilmore on behalf of the Aberdeen Harbour Board to build on the work of the Aberdeen City Centre Development Framework and explore the connections between the Harbour and the City, both physical and visual. The document considers how these connections can be improved so that the Harbour can continue to complement and support Aberdeen's economic and cultural growth.
- 1.3 A summary document of the Aberdeen Harbour Development Framework is attached to this Committee Report. The full Aberdeen Harbour Development Framework (January 2012) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:

www.aberdeencity.gov.uk/masterplanning
- 1.4 A hard copy of the Development Framework is available in the Members' Library or within the Planning and Sustainable Development Service at Ground Floor North, Marischal College.

2 RECOMMENDATION(S)

It is recommended that the Committee:

- 2.1 (a) Approve the Aberdeen Harbour Development Framework as interim planning advice.

(b) Pending Council approval for adoption of the Aberdeen Local Development Plan, agree for officers to implement the process to ratify the framework as Supplementary Guidance by the Scottish Government. This will include results of an Appropriate Assessment Screening Report, and the addition of any necessary mitigation measures.

3 FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report outwith normal officer time to evaluate the Development Framework. The Aberdeen Harbour Board has met the cost of preparation of the Development Framework, including all consultation and engagement work. The proposals will result in efficiencies in the determination of future planning applications related to the Development Framework area, leading to a reduction in Council staff time.
- 3.2 Although this report does not commit the Council financially, the Framework suggest possible public realm improvements which may require partnership contribution from the Council in future, although costs and delivery mechanisms are as yet unknown and would be reported to a future meeting of Finance & Resources Committee.

4 OTHER IMPLICATIONS

- 4.1 A number of sites with the area identified for the Development Framework are in the ownership of the Council. These include operational assets, surplus properties, and investment/ common good properties, many of which are subject to long ground leases. Any future development of Council owned properties would be subject to the normal planning process and in turn would require to be compliant with both existing policies and the proposed Development Framework.
- 4.2 The Development Framework reduces the risk of piecemeal and inappropriate development in the area. Approving the Development Framework will contribute to efficiencies in determining future planning applications. 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.
- 4.3 A Strategic Environmental Assessment has been undertaken on the Harbour, North Dee and South Dee area as part of the preparation for the proposed Aberdeen Local Development Plan and no further assessment is therefore required for this Framework.
- 4.4 According to Article 6(3) and 6(4) of the Habitats Directive (92/43/EEC) any formally adopted Supplementary Guidance which would be likely to have a significant effect on an identified European Site shall be subject to an 'appropriate assessment' of its implications, also known as a

Habitats Regulations Appraisal. The River Dee Special Area of Conservation (SAC) is identified as a European Site. As detailed later in section 5.14 of this report, a screening assessment for this process is currently being carried out.

5 BACKGROUND / MAIN ISSUES

Site Description

- 5.1 Aberdeen Harbour extends to 153 hectares, of which 83 hectares is land and 70 hectares water. There are more than six kilometres of quays, including 12 deep water berths, and significant back up areas supporting the port's extensive cargo handling and shipping operations.
- 5.2 Aberdeen Harbour is a major component in the transport infrastructure of North East Scotland. The Harbour is the main commercial port for North East Scotland and the principal port in Europe for marine support of the North Sea's oil and gas industry. It also handles shipping services to Norway, and passenger ferries to the northern isles of Orkney and Shetland.
- 5.3 It is vital that the potential of Harbour land and property is optimised to ensure that facilities are available for operation, expansion and potential new business, and that its operation is effective and efficient.
- 5.4 The Development Framework covers the area of land which is directly associated with the Harbour, called 'Activity Zone 2'. Please refer to page 16 of the full document for a mapped representation of this zone.
- 5.5 The Aberdeen Harbour Development Framework is an aspirational document that aims to present a series of 'concepts' and strategic level proposals for ways to better connect to and improve the harbour area. This will be supported by an 'action plan' which will contain a list of projects, their relative priority and potential partners.

Policy Summary

- 5.6 The Development Framework has been prepared following the Council's adopted Aberdeen Masterplanning Process.
- 5.7 The National Planning Framework 2 acknowledges the importance of working to strengthen the City's role as Scotland's northern gateway, building on its considerable science and research expertise and broadening its economic base. This includes that there should be a focus on recognising the role of Aberdeen Harbour.
- 5.8 The Aberdeen City and Shire Strategic Development Plan Authority has recently published the Main Issues Report (MIR) for the next strategic plan to cover up to 2035. This identifies Aberdeen Harbour's existing role within the regional energy industry and that it has a future

role as a base for the manufacturing, maintenance or operations associated with the renewable energy industry.

- 5.9 The Aberdeen Local Development Plan: Proposed Plan (ALDP) states that in addition to the provision of new sites it is important to safeguard the supply of existing industrial and business land from other development pressures. This is particularly important for sites situated in strategic locations, i.e., close to or beside Aberdeen Harbour (including land suitable for harbour-related uses).
- 5.10 The Development Framework has been prepared in accordance with the ALDP: Proposed Plan which states that the Harbour Board Operational Area will be subject to a Masterplan which will provide detailed guidance in respect of land uses, policies, proposals, access and connectivity within it and the adjoining areas. However, any proposal must also be compliant with other policies and allocations within the Proposed Aberdeen Local Development Plan.
- 5.11 Policy BI4 of the ALDP: Proposed Plan states that within the operational land applying to Aberdeen Harbour there will be a presumption in favour of uses associated with the Harbour.
- 5.12 The ALDP: Proposed Plan is supportive of redevelopment within the existing urban area which can play a part in regeneration. It also states that new development should not compromise the integrity of existing or potential recreational opportunities, including rights of access, and that every opportunity is taken to improve public access, permeability and links to green space for recreation and active travel. The Framework promotes a variety of public access and public realm opportunities.
- 5.13 The Aberdeen Harbour Development Framework is intended to act as interim planning advice, pending adoption of the Aberdeen Local Development Plan.

Key Issues

- 5.14 **Habitats Regulations Appraisal** – as detailed in section 4.4 above, Supplementary Guidance such as the Aberdeen Harbour Development Framework is subject to an ‘Appropriate Assessment Screening’ of the implications the plan has on European designated sites. The sites considered for this screening assessment are the River Dee Special Area of Conservation (SAC), and the Moray Firth SAC due to the protected Bottlenose Dolphin population. Further consultation with Scottish Natural Heritage is required. The results of this consultation, the ‘Appropriate Assessment Screening’ and any necessary mitigation measures, will be incorporated into the final document before it is ratified as Supplementary Guidance.

- 5.15 **Transportation** – it should be noted that the Aberdeen Harbour Development Framework is a high level aspirational document. Further work, including detailed Transport Assessments will need to be undertaken prior to any proposals being investigated in detail.
- 5.16 The **Aberdeen Harbour Development Framework** identifies a range of significant ‘views’, existing ‘character areas’ and ‘gateways’ into and around the Harbour. Character areas and gateways include:

Character Areas	Gateways
Footdee – residential	Footdee / St Clements
St Clements – Industrial	St Clements / Castlegate & Regent Quay
Castlegate – Mixed Use	Regent Quay / Castlegate
City Centre – Mixed Use	Harbour / City Centre
Union Square – Mixed Use	City Centre / Union Square
North Dee – Mixed Use	Union Square / North Dee
South Dee – Industrial	North Dee / South Dee
Torry – Residential	Torry / Balnagask
Balnagask – Green / Recreation	Water / Land

- 5.17 **Strategic proposals** – the Development Framework proposes a series of 6 significant strategic proposals in and around the Harbour, aimed at better integrating and connecting it to the City Centre.

- 1 **Market Street: A Place** – Proposals include mechanisms to manage pedestrian movement through the area.
- 2 **North Dee: A New Sustainable Urban District** – Proposals include the promotion of sustainable transport methods, and creation of a central pedestrian/cycle route that connects the River Dee and the North Dee area to Union Square and the City Centre.
- 3 **The Esplanades, the Riverpark and South Dee** – Proposals include enhancing the area as a riverside park due to its importance as a gateway to the City Centre. Potential for a boardwalk and enhanced recreation/leisure activities.
- 4 **Castlegate, Virginia Street and Regents Quay** – This area has a significant opportunity to reconnect the city to the Harbour, with close proximity to public transport infrastructure, the future redevelopment of this area forms a critical element in achieving better connections.
- 5 **St Clements and the Beach Connection** – Improving the public realm and wayfinding, as despite not being perhaps an area of destination, there is the desire to travel through.
- 6 **The Torry Gateways** – Provide a built form gateway at the eastern edge that celebrates its role as the coastal access point to the City, improvements to the coastal route and along Sinclair Road for pedestrians and cyclists.

Design Principles

- 5.18 The Aberdeen Harbour Development Framework details **3 key objectives** which form the basis of the '**development guidance**' for the different areas in and around the Harbour. Refer to summary document and pages 58-61 of the full Framework illustrations showing the relevant boundaries which the objectives relate to. These key objectives are designed to link closely with policies contained in the Aberdeen Local Development Plan: Proposed Plan.
- 1 Consideration of land use, policies, proposals, access and connectivity within the Harbour and adjoining areas must be aimed at safeguarding the supply of existing industrial and business land.
 - 2 Housing and mixed use development within this area must take account of the character of the surrounding area to avoid undue conflict with adjacent land uses. Specifically, residential and mixed use development proposals must be comprehensive, shaped by a consultative masterplan approach and must not impinge upon the viability or operation of existing business in the vicinity.
 - 3 Development proposals must seek to protect, promote and enhance the wildlife, recreational, landscape and access value of the Green Space Network within the Development Framework area. Proposals must demonstrate how they improve public access, permeability and links to green space for recreation and active travel.
- 5.19 The '**action plan**' contained within the Development Framework details proposals required to fulfil the design guidance and produce a cohesive, integrated and high quality Harbour environment. Each action considers the 3 key themes of **orientation, viewpoints and movement**, in order to deliver the desired proposal. It should be noted that proposals contained within the 'action plan' require further project-specific work, including with relevant partners and stakeholders.
- Branding
 - Wayfinding
 - Public Realm
 - Public Art and Lighting

Public Involvement

- 5.20 The following table details the consultation and engagement which has been carried out to date on the Aberdeen Harbour Development Framework. It should be noted that further consultation with the public, stakeholders and partners will continue to be necessary in the future in order to fully develop and implement the 'action plan'.

Event/Date	Description
23 May 2011	Newsletter 1 distributed to: <ul style="list-style-type: none"> • Union Square • Aberdeen Maritime Museum • Hanover Community Centre • Torry Community Centre • Aberdeen Harbour Headquarters
28-29 May 2011	Public exhibition at Union Square
30 May 2011	Public exhibition at Hanover Community Centre
31 May 2011	Public exhibition at Torry Community Centre
6 June – 1 July 2011	Public exhibition at Aberdeen Maritime Museum
17 June 2011	Newsletter 1 distributed to: <ul style="list-style-type: none"> • Torry Community Council • Castelhills/Pittodrie Community Council • Key Stakeholders
20 June 2011	Planning Stakeholder Workshop Environmental Stakeholder Workshop
15 December 2011	Planning Stakeholder Workshop 2
January 2012	Community Council Workshops

5.21 The following table provides a summary of the main comments which were received as part of the consultation process to date (as detailed above). Further detail can be found in the Aberdeen Harbour Development Framework document itself.

Issue / comment
Public Exhibition Comments
Understood the economic importance of the harbour and that the development framework should not undermine or negatively impact on the operation of the port.
Recognised the value of having a harbour in the heart of the City.
Most people recognised that a certain degree of noise from the harbour is to be expected if choosing to live in certain locations around the harbour.
Suggestions made as to ways access at some key points to the harbour could be improved.
Harbour could be opened up for a day or two every 10 years or so to celebrate with events such as the 'Tall Ships'.
Viewing platforms / areas at key points around the harbour.
Ferry terminal/arrival point highlighted as area that could be improved.
Need to make improvements to the environment, lighting and signage.
Views of the Harbour from elevated ground such as Castlegate and Torry Battery are some of the best views in the City.
Suggestion of planting along eastern harbour edge of Market Street to soften,

but not screen, the boundary.
Reintroduction of a fish market, although it was understood fish catches delivered to the harbour are not of same historic quantities.
Stakeholder Workshop Comments
Discussions for new development focussed on North Dee and the potential for a new sustainable hub for business which could be connected to the train/bus stations.
South Dee's river edge was discussed as an opportunity to increase leisure and recreation activities close to the City Centre.
Issues were raised regarding land ownership and parking issues in the North Dee area.
Potential for improvements to Torry Battery but understanding of power/infrastructure constraints.
Safeguarding and enhancing views on the Harbour, including signage to such viewing points.
Identification of important gateways.
Protection of Footdee as important attraction and linkages to it.
Rich variety of character areas across the Harbour area was identified.
Traffic and congestion on Market Street at peak times and weekends.
Potential to reduce car orientated travel in the area.
Pedestrian routes, signage, viewing points, way-finding and green space network around the Harbour could be improves.
Improvements to cycle routes.
Public realm improvements, public art and lighting to improve and define spaces, key points and buildings around the Harbour.
Public realm improvements on Market Street.

- 5.22 **Response** – changes to Development Framework document have been made in response to comments made at the public consultation and stakeholder workshop. These include proposals such as:
- The creation of viewing points and defined public spaces around the Harbour area.
 - Improvements to way-finding and the creation of a 'C' route which acts as a branding mechanism to identify key character areas around the Harbour.
 - Improvements to leisure activities and access to the River Dee park area.
 - Identification of important gateways.
 - The potential for public realm improvements, including on Market Street whilst still retaining the strategic transport importance of the route.

6 IMPACT

- 6.1 The Development Framework includes enhanced walking opportunities around the Harbour area, including access and connectivity improvements, and key viewing points.

- 6.2 The Development Framework contributes to the Scottish Government's Strategic Objectives and Priorities, including:
- 'Safer and Stronger'; improved opportunities and quality of life.
 - 'Building a Greener Scotland'; continue to preserve our habitats and biodiversity, promote the active enjoyment of them for health and recreation, and improving the built environment and sustainable use of our natural resources.
- 6.3 The framework contributes to the following Single Outcome Priorities: 1 – We live in a Scotland that is the most attractive place for doing business in Europe; 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 and enhance it for future generations.
- 6.4 The proposal contributes to the 5 year Business Plan in terms of the following objectives – Communication and Community Engagement; sharing our plans and aspirations for the city, – delivering an up-to-date development plan, – facilitating new development projects to improve Aberdeen's living environment, – support open space initiatives, – work with partners to attract visitors, workers and investment to protect the economic future of the city, and – encourage the growth of local businesses through support of existing business sectors and development of new sectors
- 6.5 The proposal is consistent with the Council's Corporate Plan in particular with regard to delivering high levels of design from all development, maintaining an up-to-date planning framework, sustainable development, green space enhancement, and delivering a clean and attractive public environment.
- 6.6 The proposal is consistent with the Planning and Sustainable Service Plan, in particular engaging the community in the planning process, and the delivery of masterplans/development frameworks in line with The Aberdeen Masterplanning Process.
- 6.7 An Equalities and Human Rights Impact Assessment has been prepared. In summary, many of the aims of the proposal will have positive benefits, including;
- Health – improved access to the River Dee and Harbour area for leisure pursuits and opportunities for walking/cycling/exercise.
 - Public Safety – the Development Framework promotes the use of way finding and appropriate viewing areas to ensure public safety is maintained within the vicinity of the Harbour.


7 BACKGROUND PAPERS


- 7.1 The Aberdeen Harbour Development Framework (January 2012) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:
www.aberdeencity.gov.uk/masterplanning
- 7.2 Aberdeen Local Development Plan: Proposed Plan (September 2010)
http://www.aberdeencity.gov.uk/Planning/ldp/pla_local_development_plan.asp
- 7.3 Aberdeen Masterplanning Process 2008 (article 22, Planning Committee Minute, 6/11/08)
http://www.aberdeencity.gov.uk/Planning/pla/pla_planningbriefs.asp

8 REPORT AUTHOR DETAILS

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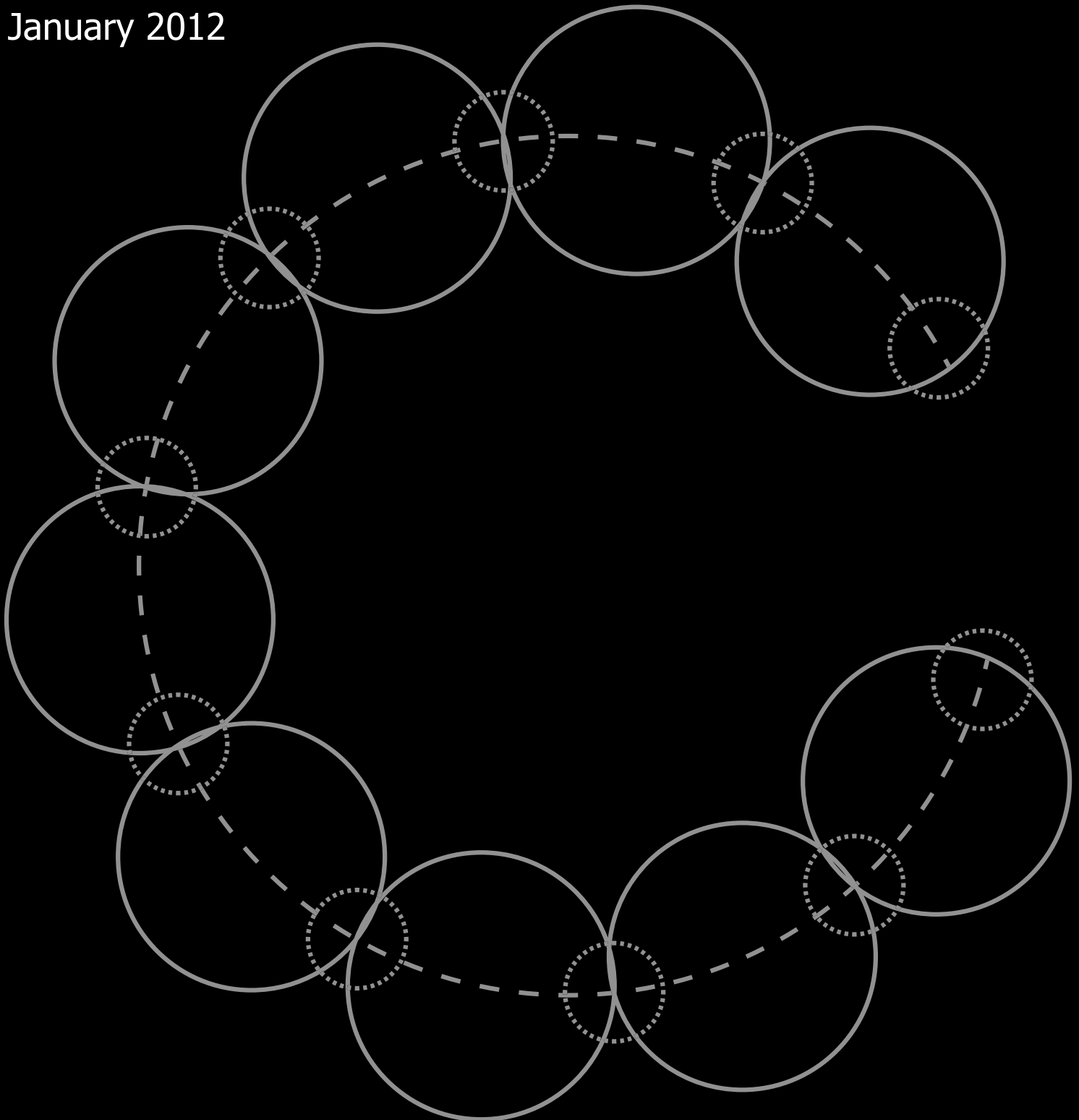
 roakes@aberdeencity.gov.uk

ABERDEEN HARBOUR

Development Framework

DOCUMENT SUMMARY

January 2012







1. INTRODUCTION

- » Purpose
- » Aberdeen City Council Framework and Aberdeen Harbour Framework
- » Objectives

2. ANALYSIS & VISION

- » History
- » Present Day

3. URBAN DESIGN STRATEGY

- » **CONNECT**
- » Market Street: A Place

4. DEVELOPMENT GUIDANCE

- » **PROTECT**
- » Objectives 1, 2 & 3

5. ACTION PLAN

- » **IMPROVE**
- » Character Areas
- » Gateways

6. ENGAGEMENT & TIMESCALES

- » Development Framework Timeline
- » Community Engagement

Contents

1. INTRODUCTION

Purpose

Aberdeen Harbour has played a central role in the identity of Aberdeen and in its economic success, past and present. Latterly it has become the support centre for the North Sea oil and gas industry, but its historical influence and economic importance dates back many hundreds of years.

Aberdeen Harbour Board (who own and operate the Harbour) has engaged with Aberdeen City Council to explore how the Harbour and the City can develop in partnership over the next 20 years. Aberdeen City Council recently prepared the City Centre Development

Framework which seeks to better connect areas of the City Centre and improve the environment therein.

The Harbour Development Framework builds on this work and explores the connections between the Harbour and the City, both physical and visual. This document considers how these connections can be improved so that the Harbour can continue to complement and support Aberdeen's economic and cultural growth. It also provides guidance to ensure that the objective for a greater mix of uses at the Harbour can be delivered without impacting on the operation of the port.

Aberdeen City Council Framework and Aberdeen Harbour Framework

Aberdeen City Council recently published its City Centre Development Framework (see diagram below). The Framework seeks to:

- Complement and enhance Aberdeen's unique identity;
- Develop clearly defined character areas;
- Ensure future development understands the existing context;
- Complement the wealth of urban design;
- Celebrate the architectural quality present in the City Centre; and,
- Ensure a co-ordinated and integrated approach to future development.

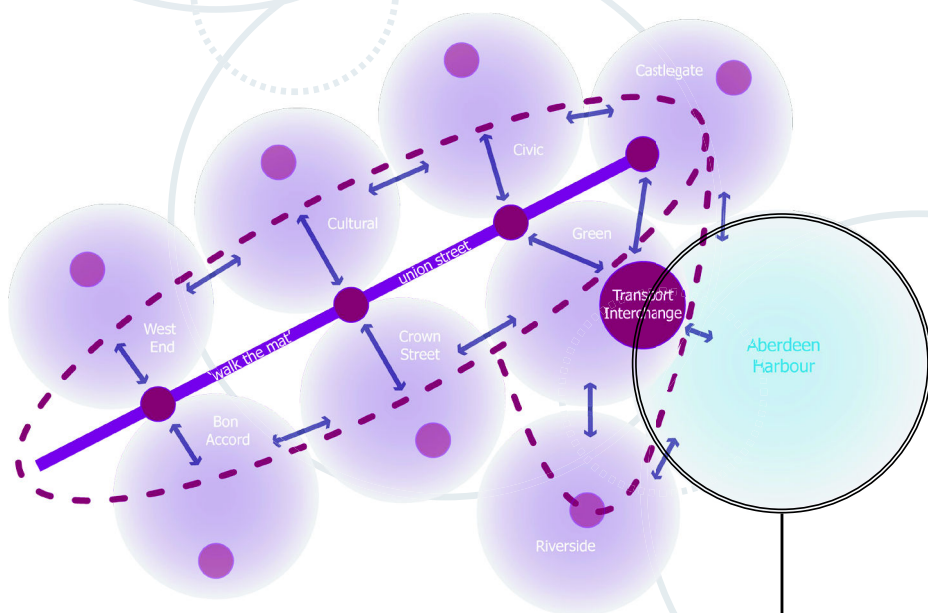


image adapted from Aberdeen City Council, City Centre Development Framework

The ACC Framework identifies nine character areas, including Union Square. Crucially, the document stresses the need to better connect these areas to the City Centre and where possible with each other.

Objectives

The Harbour Development Framework identifies potential areas for investment beyond the Harbour ownership boundary, through community and stakeholder engagement.

The viability of Aberdeen Harbour, and its capability to generate and accommodate economic activity, depends

on its ability to respond to local, national and global trade conditions. This Development Framework has been prepared within this context and recognises the competitive environment in which Aberdeen Harbour operates.

The delivery of the proposed improvements will be implemented over the short, medium and long term.

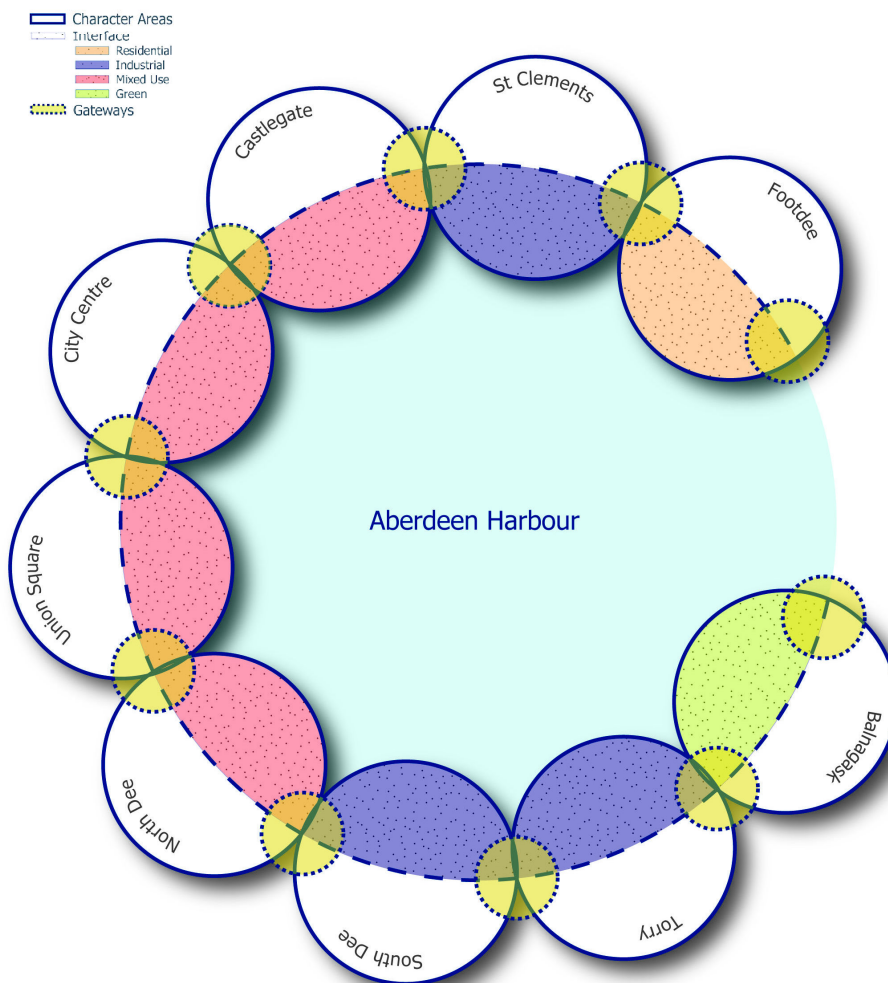
Certain areas identified within this framework are capable of early action, triggered by investment within the next five years. Aberdeen Harbour Board has taken cognisance of public opinions regarding access to the water at certain points.

Other medium term opportunities are dependent upon significant investment, and in some cases decisions on the future of transportation in this part of the City.

There are also a series of longer term opportunities for areas such as North and South Dee. Development in these areas must respond to this guidance. However, redevelopment of these areas is likely to take many years.

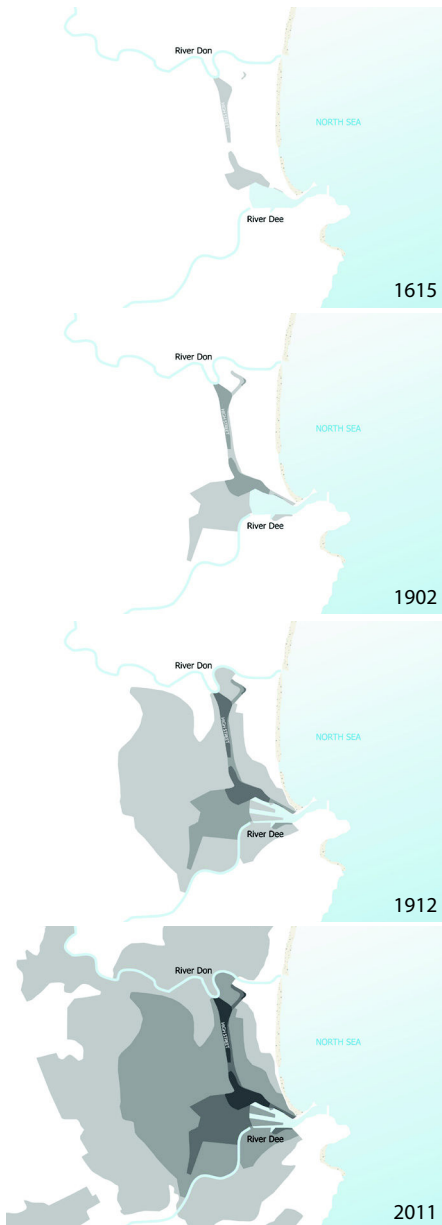
Other improvements, in the form of investment in public realm, lighting, public art and signage and wayfinding, will take place alongside larger development projects. These are detailed in the Action Plan section of this framework.

The successful delivery of what is presented in the framework will greatly depend on partnership working between the Harbour Board, Aberdeen City Council, the development industry and third party land owners.



Aberdeen Harbour Development Framework Concept

2. ANALYSIS & VISION



History

Aberdeen Harbour was formally established in the 12th Century at the point where the River Dee meets the North Sea. It was some distance from the original settlement of Old Aberdeen (beside the River Don). Separation between the two settlements (often referred to as the 2 burghs) was a natural response to location but was compounded by topography, with steep inclines running north from the Harbour towards the Castlegate.

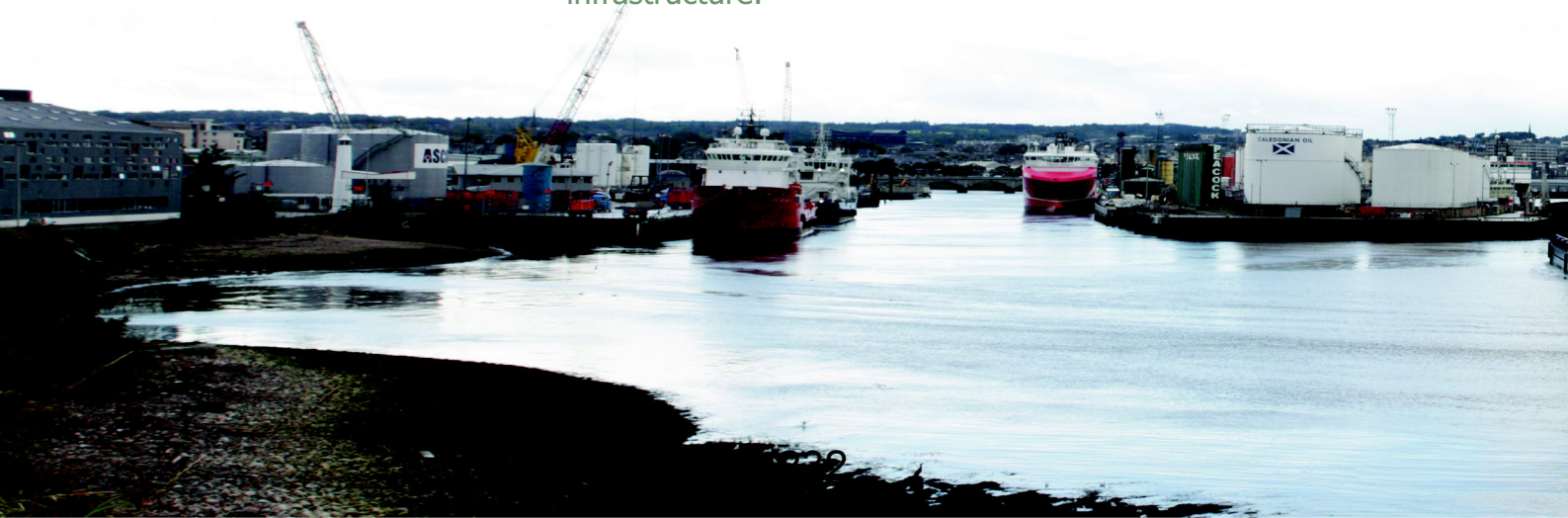
In the centuries that followed, significant areas of land were developed around the Harbour, and while there was growth to the north at the River Don, the City that we recognise today grew around the Harbour.

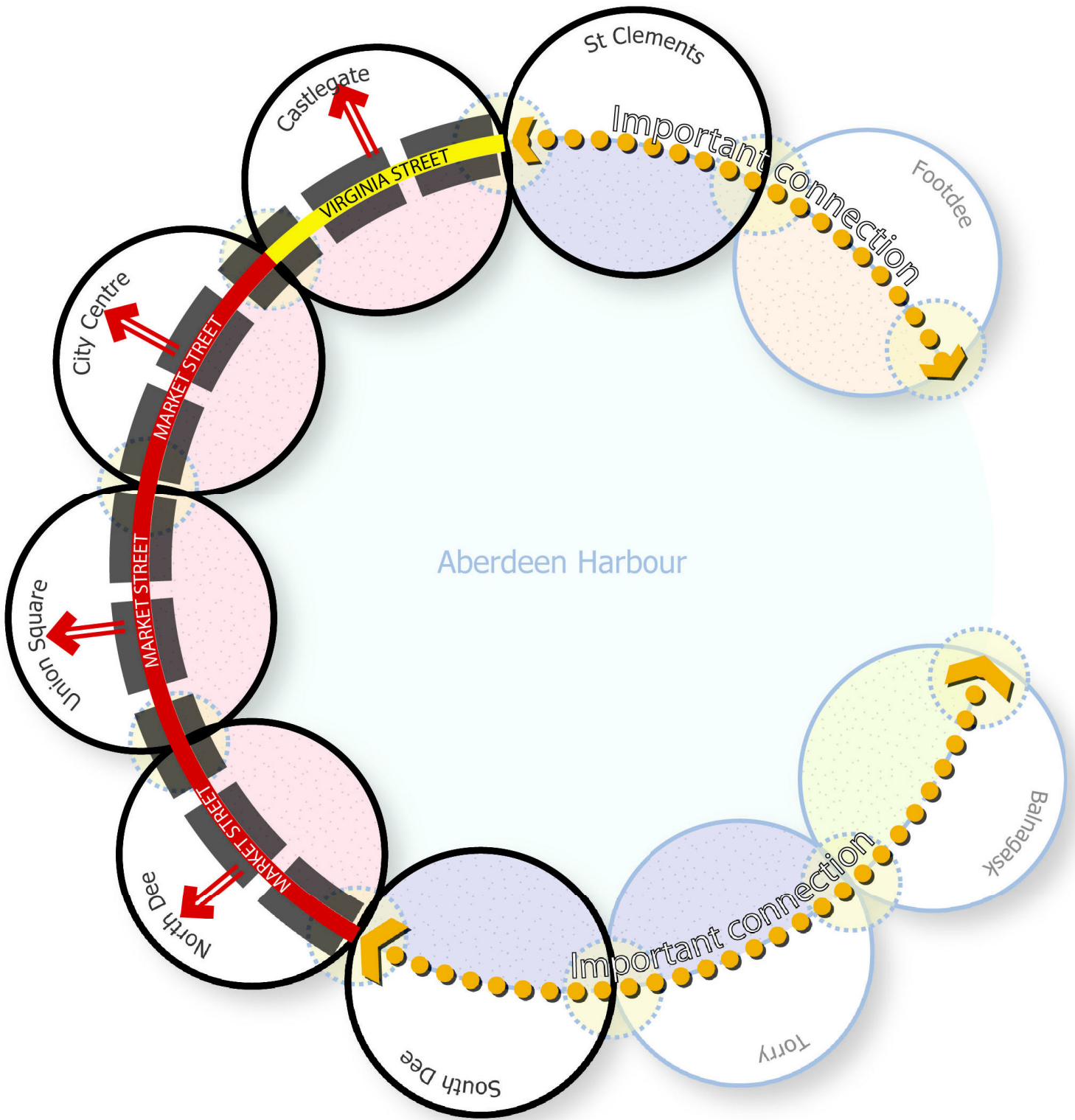
By the 20th Century, following the completion of the Harbour's breakwaters and the diversion of the River Dee, the modern Harbour expanded further and its industrialisation demanded railway and roads infrastructure.

Present Day

Today, the Harbour and City sit side by side. In many cases the edges between them are neither characterised as part of the Harbour or part of the City. This makes planning, developing and ultimately improving these areas quite complex. The needs of the City Centre and those of an operational port are quite different.

Areas within and around the Harbour need to be available to respond to the increasing or changing needs of the Port and its customers. It will be important to balance the continued economic development of the port with the Councils increasing ambitions to embrace the Harbour and exploit where possible the close proximity of the water and areas of open space and recreation that are located close by.





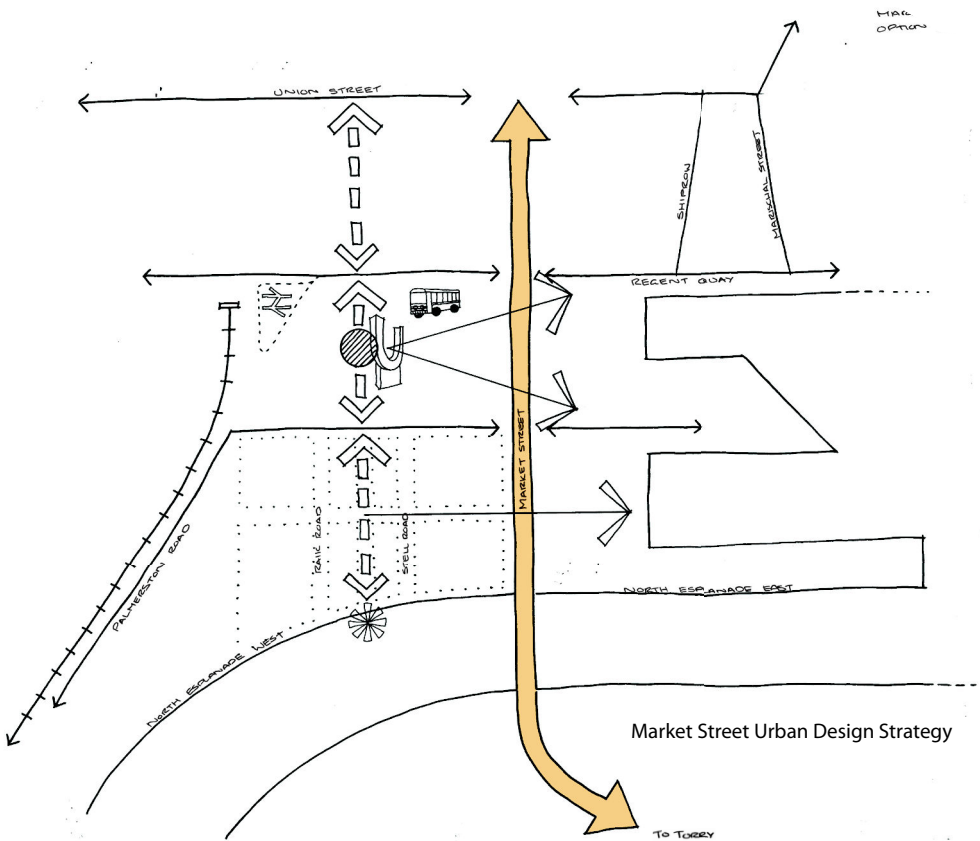
Urban Design Strategy Concept



3. URBAN DESIGN STRATEGY

The urban design strategy has connection as its key principle, it identifies six significant strategic proposals in and around the Harbour, as listed below:

- Market Street: A Place
- North Dee: A Sustainable Urban District
- Esplanades, Riverpark and South Dee
- Castlegate, Virginia Street and Regents Quay
- St Clements and the Beach Connection
- The Torry Gateways



Market Street: A Place

Our vision is to introduce a variety of new uses, destinations and spaces along the length of Market Street, from its junction with Union Street south to Victoria Bridge, and integration with the North Dee Sustainable Business District.



4. DEVELOPMENT GUIDANCE

protect

Objective One:

Consideration of land use, policies, proposals, access and connectivity within the Harbour and adjoining areas, must be aimed at safeguarding the supply of existing industrial and business land.

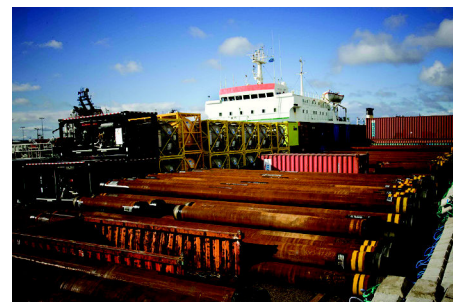
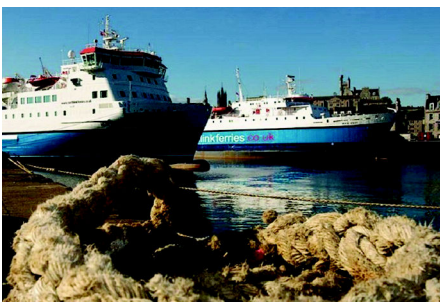


Objective Two:

Housing and mixed use development within this area, must take account of the character of the surrounding area to avoid undue conflict with adjacent land uses. Specifically, residential and mixed use development proposals must be comprehensive, shaped by a consultative masterplan approach and must not impinge upon the viability or operation of existing business in the vicinity.

Objective Three:

Development proposals must seek to protect, promote and enhance the wildlife, recreational, landscape and access value of the Green Space Network within the Development Framework area. Proposals must demonstrate how they improve public access, permeability and links to green space for recreation and active travel.



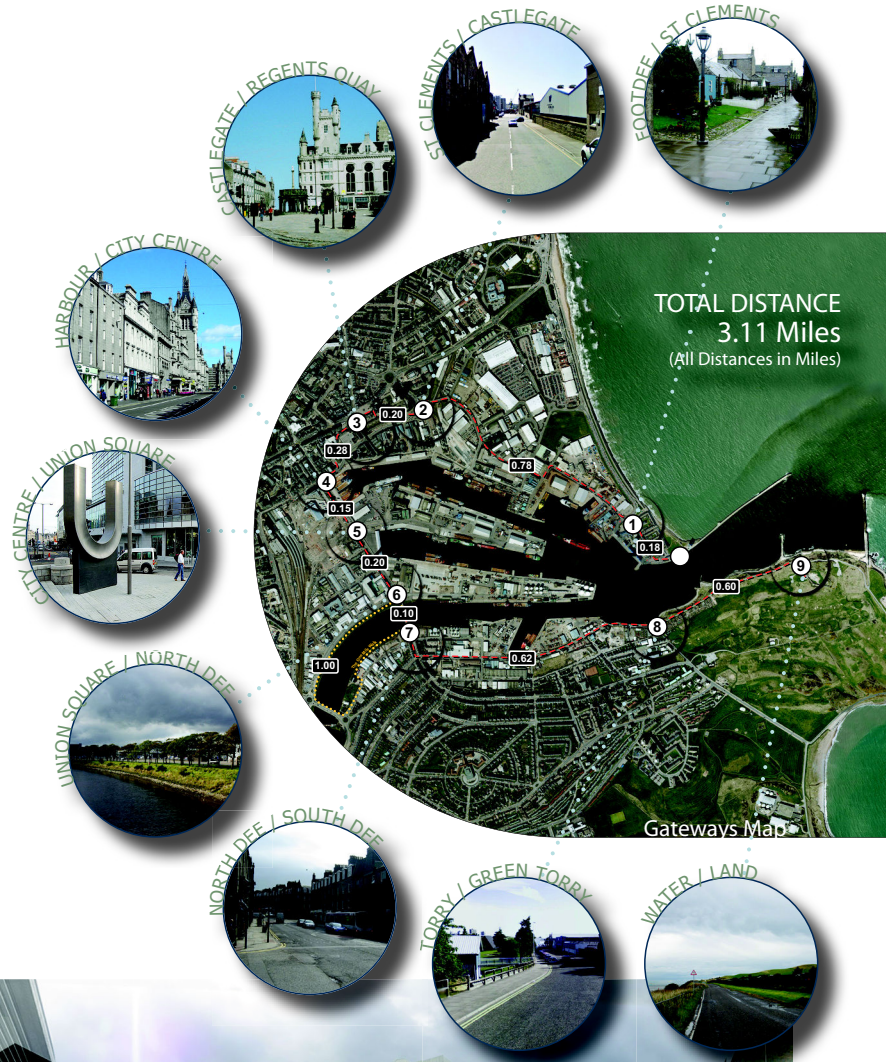
5. ACTION PLAN

improve

The Action Plan sets out detailed proposals for Branding, Wayfinding, Public Realm, Public Art and Lighting, with three key principles of orientation, viewpoints and movement driving each of the elements.

Character Areas

Aberdeen City Council's City Centre Development Framework identified nine separate character areas across the City Centre. Using similar methodology, this framework has identified a number of areas located around the edges of the Harbour which have very different characteristics.

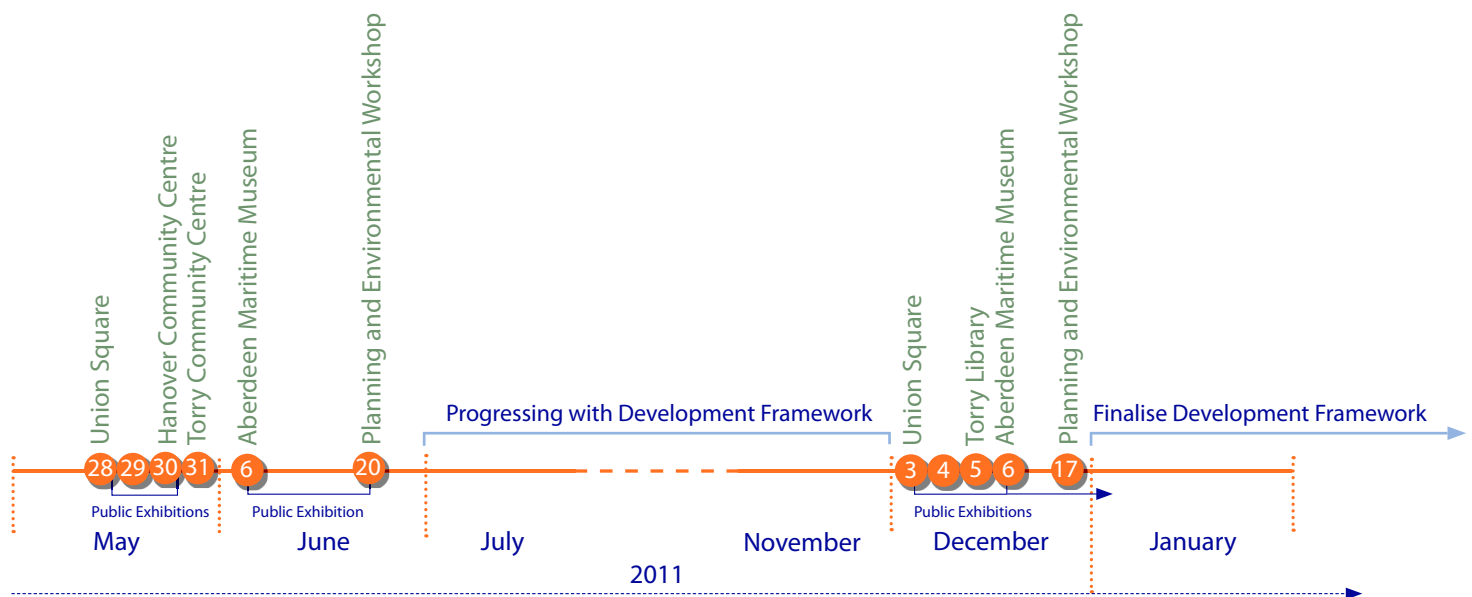


Gateways

Key entry points or gateways are important in any city, or for any area within a city. They contribute greatly to how you experience a 'place'. Therefore, a key aspect of this Framework is not only the identification of distinct areas around the Harbour, but also the gateways between them.



6. ENGAGEMENT & TIMESCALES



The community engagement process thus far, has demonstrated a live and passionate interest in the Harbour from local people and visitors alike.

Those attending and viewing the exhibitions were able to provide feedback either by speaking to members of the project team, and/or by filling out one of the questionnaires provided. Some of the main points coming from the community engagement events were as follows:

- The importance of the relationship between Harbour and City Centre, and the need to better connect the two;
- The value placed upon the economic importance of the Harbour;
- Local peoples appreciation of having a working Harbour in the City Centre;
- Suggestion of an event/ open day for the public to see more of the Harbour;
- The need for environmental improvements, including signage, lighting and security;
- Improvements to 'Green Network';
- The need to improve key gateways to the Harbour, and between the Harbour and City Centre i.e. Ferry Terminal, Market Street etc;
- Ambitions to see viewing areas/platforms and public spaces;
- Redevelopment at North Esplanade West;
- Safeguarding Footdee;
- Traffic flow issues on Market Street/Virginia Street; and,
- Pedestrian movement routes require improvements.



Aberdeen
Harbour

BARTON
WILLMORE

Planning · Design · Delivery

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Oldfold Farm Development Framework
REPORT NUMBER:	EPI/12/014

1 PURPOSE OF REPORT

- 1.1 This report outlines the Oldfold Farm Development Framework, prepared as a guide for the future development of land identified as Opportunity Site OP62 in the Proposed Aberdeen Local Development Plan (ALDP).
- 1.2 The Development Framework has been produced by Optimised Environments (OPEN) on behalf of CALA Homes (East) and The Seven Incorporated Trades of Aberdeen Trade Widow's Fund and aims to produce a high quality and deliverable urban expansion to the east of Milltimber.
- 1.3 A summary document of the Oldfold Farm Development Framework and Masterplan has been appended to this Committee Report. The Oldfold Farm Development Framework for site OP62 (December 2011) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:

www.aberdeencity.gov.uk/masterplanning
- 1.4 A hard copy of the Development Framework is available in the Member's Library or within the Planning and Sustainable Development service at Ground Floor North, Marischal College.

2 RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
- 2.2 (a) Adopt the Oldfold Farm Development Framework as interim planning advice, subject to the document being amended to accord with the adopted Core Path Plan in relation to Aspirational Path 10 (AP10).

(b) Pending Council approval for adoption of the Aberdeen Local Development Plan, agree for officers to implement the process to ratify

the framework as Supplementary Guidance by the Scottish Government. This will include results of an Appropriate Assessment Screening Report, and the addition of any necessary mitigation measures

3 FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report outwith normal officer time to evaluate the Development Framework and Masterplan. The developers have met the cost of preparation of the Development Framework and Masterplan including all consultation and engagement. The proposals will result in efficiencies in the determination of future planning applications related to the Development Framework and Masterplan, leading to a reduction in Council staff time to assess future detailed proposals.

4 OTHER IMPLICATIONS

- 4.1 There are no known property, legal or equipment implications arising from this report.
- 4.2 The Development Framework and Masterplan reduce the risk of piecemeal and inappropriate development in the site area. Mixed use development and the efficient use of land will contribute towards the Council's aim of promoting sustainable development.
- 4.3 Approving the Development Framework and Masterplan will contribute to efficiencies in determining future planning applications. 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.
- 4.4 In accordance with the Proposed Local Development Plan, Appendix 4, The Proposed Action Programme and the Infrastructure and Developer Contributions Manual, the Development Framework and Masterplan explicitly references how the development will address requirements for cumulative and local transport infrastructure; public transport along with walking and cycling.
- 4.5 A Strategic Environmental Assessment has been undertaken on the Oldfold Farm site as part of the preparation for the proposed Aberdeen Local Development Plan.
- 4.6 According to Article 6(3) and 6(4) of the Habitats Directive (92/43/EEC) any formally adopted Supplementary Guidance which would be likely to have a significant effect on an identified European Site shall be subject to an 'appropriate assessment' of its implications, also known as a Habitats Regulations Appraisal. The River Dee Special Area of Conservation (SAC) is identified as a European Site. A screening assessment for this process is currently being carried out.

5 BACKGROUND/MAIN ISSUES

Site Description

- 5.1 The site is located to the north of the A93, North Deeside Road. The site is relatively flat and bounded to the west by the Tor-Na-Dee Care Home and Binghill Road and to the East by Murtle Den Road and the Den of Murtle District Wildlife Site. The land does slope up slightly to the north.
- 5.2 A multi disciplinary team has been assembled to produce a Development Framework for the whole site including OPEN (Optimised Environments Ltd), Keppie Planning, WA Fairhursts and ENVIRON.

Policy

- 5.3 The Oldfold Development Framework and Masterplan are intended to act as interim planning advice, pending Council approval for adoption of the Aberdeen Local Development Plan.
- 5.4 The Development Framework and Masterplan document has been prepared following the Council's adopted Aberdeen Masterplanning Process and contributes to the Scottish Government and Aberdeen Local Development Plan policy aims of raising design quality in new development, through the 6 key qualities of creating successful places, namely – distinctive, welcoming, safe and pleasant, adaptable, easy to get to and move around, and resource efficient.
- 5.5 The site is allocated for 550 houses and 5 hectares of employment land in the Aberdeen Local Development Plan – Proposed Plan. The development is proposed for two phases 400 units in the period 2007-2016 and 150 units in the period 2017-2026. A contribution of 25% affordable housing is also required within this site.

Key Issues

Design Principles

- 5.6 The Development Framework and Masterplan sets out a clear vision for the site as being an expansion to Milltimber that reflects the quality associated with North Deeside, both in quality of homes provided and the quality of the environment. Oldfold will be a place in which the houses, streets and outdoor spaces all combine to reflect the high standards and aspirations of not only CALA but also the Council and the existing residents of Milltimber.
- 5.7 Oldfold Development Framework and Masterplan establishes a clear vision for the site, provides a clear and comprehensive spatial

framework, describes and integrates the landuse, landscape and transport proposals and sets out a clear phasing scheme.

- 5.8 The site analysis within the Development Framework and Masterplan considers City, Deeside and local contexts. It considers the urban form of the surrounding area and concludes that their privacy and character is essential for this site to be successful. Detailed density studies of the surrounding area have also been carried out for this site, concluding that the average net density is 17 dwellings per hectare in Milltimber.
- 5.9 The approach to development at Oldfold is based on four key issues:
- Respect the setting
 - Be part of Milltimber
 - Create a community
 - Protect and integrate the surrounding landscape.
- 5.10 The topography of the site is key to shaping the design and layout of the development and defining the character areas. The location and shape of the site play an important role in the form, design and character of the development.

Character Areas

The Southern Boundary, A93

- 5.11 This is the only part of the site directly linked to the A93 and the treatment of this boundary has been carefully considered. A gateway will be designed to announce arrival in Milltimber, while continuing the high quality, low density development of the area.

The Western Boundary, Binghill Road

- 5.12 This boundary offers the opportunity to successfully link the new development into the existing community. Opportunities to maximise the pedestrian and vehicular linkages between the existing and proposed developments are very important while also protecting setting and privacy. The existing landscape features along Binghill Road will be retained as a buffer and help integration. New buildings will front the street where possible and connections will be maximised. Tor-Na-Dee will be carefully respected due to its sensitive nature.

The Northern Boundary, Den of Murtle

- 5.13 Due to the height and visual aspect of this part of the site some sections should remain clear of development. Other areas that are less exposed should be handled sensitively.

The Eastern Boundary, Murtle Den.

- 5.14 It is important to protect the character of the residential area of Murtle Den; this will be done either with a buffer or through the design of the development. Areas of development should reflect the existing Murtle Den to create areas of high quality low density development.

Key Principles

- 5.15 **A sense of place** – The Development Framework and Masterplan confirms a number of existing environmental, historical and cultural features will be retained, to help create a sense of place. Development will also respond to its surroundings and local character. Development will create a series of distinct areas connected by an integrated network of streets, paths and spaces.
- 5.16 **Housing** - CALA aim to provide a high quality living environment that will meet housing need and demand, providing a mix of house types and community facilities.
- 5.17 25% affordable housing will be provided in accordance with the Aberdeen Local Development Plan. Affordable housing will be integrated with private development areas and will reflect housing need.
- 5.18 **Sustainable Development** – CALA is committed to sustainable house design and has developed new house type which maximises energy efficiency through modern insulation, glazing, appliances, and sustainable construction methods. Consideration will also be given to aspect, orientation and maximising solar gain.
- 5.19 **The existing landscape** – this provides an attractive setting for the proposed community. Advantage will be taken of these opportunities including working with the landforms, maximising natural drainage and SUDs and enhancing existing habitats.
- 5.20 **Improved community facilities** – A mixed use local centre will be created to provide a focus to the community while complementing existing facilities.
- 5.21 **A sustainable expansion** – Oldfold will provide an opportunity for people to live and work without relying on private transport, by providing everything within a walkable neighbourhood. For the facilities that are not provided within walking distance the site's proximity to Aberdeen will be supported by a well connected public transport and cycle network.
- 5.22 **Delivering Oldfold** – To ensure longevity, the design, development and delivery of Oldfold will be flexible and adaptable to change. The developer is committed to continuing community engagement

throughout the development and construction process, providing the community with a sense of governance and ownership.

Access and Connectivity

- 5.23 The site will be integrated with the existing urban fabric on Milltimber. The A93 and Binghill Road already have good pedestrian connection making it possible to continue this into the site. The alignment of Core Path AP10 connecting Milltimber and Cults will be included within the site, this is indicated on page 48 of the Framework, the exact siting will be determined through the planning application process. Recommendation (a) of this report requests amendments to the Development Framework and Masterplan to more clearly accord with the adopted Core Path Plan in relation to AP10. Provision should also be made for connection to the Deeside Way which is part of the National Cycle Route 195.
- 5.24 The pedestrian access has been designed to actively encourage walking to the primary school and development core. Maximum connectivity is also proposed between the site and Milltimber. There will be further permeability through the site once development blocks begin to develop. The Framework provides the aspirational Core Path 10 as part of the wider network.
- 5.25 Connections to the existing cycle network along the A93 and Deeside Railway Path are also provided.
- 5.26 The Development Framework and Masterplan at all times considers the needs of pedestrians, cyclists and public transport users before vehicles. The primary street through the site creates a new link improving the overall access to Milltimber and provides a sense of arrival to the site. This road will be designed with the potential to include a bus route through the site.
- 5.27 The development will be made up of a strong street hierarchy with a primary street, green links, secondary streets and two types of minor streets. Examples of how these may look can be found on pages 51 and 52 of the Development Framework and Masterplan document.

Landscape Framework

- 5.28 The strategy is to create a linked sequence of green spaces that develop a landscape framework encompassing amenity and active space as well as significant woodland planting. Five key spaces have been designed throughout the site ranging from the Den of Murtle hilltop park to the Murtle Park. Locations and details for these parks can be found on pages 53 and 54 of the document.

- 5.29 These core spaces will all be connected with green links. The green links will be made up of avenues of trees, large verges and stone walls to help provide legibility and also provide ecological benefit.

Development Blocks

- 5.30 The site has been split into 17 development blocks with a variety of densities and residential mixes across the site. The higher density areas are located at the core of the development, with the lower density on the edges, linking the site to wider countryside and existing community. The lower densities are up to 15 dwellings per hectare with the higher density being 20 + dwellings per hectare.
- 5.31 Although these densities are lower than the Structure Plan policy, they are consistent with the context of the surrounding area. The Development Framework and Masterplan demonstrate that the full housing allocation can be delivered at these densities within the site.
- 5.32 The mix of house types will include terraced, semi detached and detached properties. Density mixes can be found on page 56 of the Development Framework and Masterplan document.

Drainage

- 5.33 The Development Framework and Masterplan confirms that new foul drainage provision would be provided within the site and that a new pumping station and rising main will be required to the drain part of the development.
- 5.34 Run-off from the roads, areas of open ground and houses will be provided via new surface water drains. The new sewers will discharge to grass conveyance swales.

Infrastructure Requirements

- 5.35 Health – the Development Framework and Masterplan acknowledges that there is a requirement for financial contributions to provide one additional GP, two additional dental chairs and one new community pharmacy, this will be agreed through planning gain and a Section 75 legal agreement.
- 5.36 Transport – The road access strategy for Oldfold requires to consider direct access onto the A93 and interconnectivity to the existing community. A traffic light controlled T-junction with pedestrian phase and a right hand turn lane is provided on the west bound carriageway. The access and main spine road leading to the junction will be created within the 1st phase of development to ensure that the existing community is not inconvenienced by construction traffic.

5.37 Education – A primary school is proposed to the west of the site, in the local centre. This location means that the building can serve both the proposed and existing communities of Milltimber, whilst also in close proximity to open space provision.

Public consultation

5.38 Throughout the process the project team have worked with the local authority, statutory consultees and the local community.

5.39 The community consultation and engagement approach aims to:

- Ensure awareness of the aspirations for the site,
- Ensure events are well published,
- Ensure engaging, inspiring, clear and concise consultation documents,
- Ensure that members of the design team are available at consultations,
- Provide opportunity for comment and involvement,
- Keep people informed,
- Give confidence and assurance that comments are being heard and listened to.

5.40 Design for the site has evolved with continued input from the community and key stakeholders. The input from the existing community has been fundamental in shaping the proposals ensuring that they meet the aspirations for a Milltimber expansion. Events took place during the Masterplanning Process:

- Pre application consultation 2 day event – June 2011 – 163 attendees, along with community councils reps.
- Community exhibition – June 2011
- Stakeholder Workshop – September 2011,
- Stakeholder workshop and community exhibition – November 2011.

5.41 The June and September 2011 events focussed on five key themes:

- Site and context, access and movement, housing, education and employment land.

5.42 This consultation process informed both large scale changes to layout and small scale matters of detail. The key changes that took place in the masterplan as a result of the consultation were:

- The location of the A93 junction
- The alignment of the primary street
- The location of the primary school
- The location and nature of employment land
- The interface with Bingham Road and

- The interface with Murtle Den.

5.43 79 responses were received and they represented 70 addresses, the majority (59) were from Milltimber addresses. Some of the comments highlighted support for the open space, new school, quality of place and design. Comments raising opposition are summarised below with associated outcomes:

Key Points Raised	Outcome
Greatest concern is the transportation issues – North Deeside Road cannot cope with further traffic, no further development within this corridor until the AWPR has been operational for 6months, doubt over traffic surveys etc.	The Transport Assessment is a technical documents that will consider traffic issues along the corridor. CALA have confirmed that the community can study this once it is available.
Location of access to site on southern boundary and the localised objection to the existing Murtle Den road being diverted onto this road.	The junction was located further west and Murtle Den will remain unaffected, this location has significant road safety benefits.
Local bus service created on the local link road has attracted criticism.	It was agreed that the streets within the development should be designed to be able to accommodate buses to avoid problems that are existing in the area.
There is little direct objection to the ALDP allocation itself, it is the allocation and the density that are of concern.	The Development Framework and Masterplan illustrates the total allocated number can be accommodated within the site at a density more appropriate to the Milltimber context.
The alignment of the primary street.	The primary street has also been relocated as a result of the new junction location. It now takes advantage of the topography and reduces cut and fill.
The Primary School should be on the same site – extended/rebuilt unless this is logistically impossible. Contested the need and location of the proposed school. Concerns raised on insufficient school capacity.	The school is proposed at the north end of Binghill Road. This is central location easily accessible for both the proposed and existing community.
Opposition to the neighbourhood centre	Two local employment

shown- largely because they do not require additional shopping facilities and not in the location proposed. No need for further community hall.	options proposed, local mixed use centre east of Binghill Road or redevelopment of farm steading for local commercial/office uses.
Manufacturing would not be an appropriate employment use.	CALA confirmed that they only propose Class 4 or 5 and possibly 6 not manufacturing.
The 25% affordable housing requirement is opposed, there was support for smaller houses for sale for those that wish to downsize or for young people who wish to stay in the community. No wish to have a formulaic percentage of affordable social housing imposed on them; this does not match the existing character of the existing settlement.	The site will comprise a mix of types and tenures and deliver a 25% affordable housing contribution.
Interface with Binghill Road and Murtle Den.	Increased area of open space at Binghill Road and additional planting along the Murtle Den boundary along with revised junction location, ensures privacy of existing properties.
Sewerage and other infrastructure provision were also concern for a few residents, the SUDs scheme safety and the location of the development in relation to the Tor-Na-Dee care home.	A surface water management strategy has been undertaken and a drainage strategy is included on page 58 of the Framework.
Location of employment land.	The Development Framework and Masterplan provides two options of where the employment land could be located either at a local mixed use centre beside Binghill Road or through the redevelopment of the farm steading.

5.44 The 24 November 2011 workshop raised similar issues as that of the first. Five key changes were made to the document as a result of the first consultation:

- Location of junction onto A93,
- alignment of primary street,

- relocation of the primary school,
- inclusion of employment land close to the school with the aim to create a core area and
- layout arising from Designing Streets changes.

5.45 Details of the consultation are summarised on pages 7 - 8 and detailed on pages 89-98 of the Development Framework and Masterplan.

Studies

5.46 A number of key surveys and studies have already been carried out across the site including a habitat survey, bat survey and badger survey. A detailed site analysis has informed the design of the framework and the detailed masterplanning phases. Diagrammatic representation of the surveys can be found on page 28 of the document.

5.47 A transport assessment is currently being produced and will be submitted to support an application for Planning Permission in Principle.

Key Issues

6 IMPACT

6.1 The Framework and Masterplan promotes access to walking and cycling networks.

6.2 The Development Framework and Masterplan contributes to the following Single Outcome Priorities: 1 – We live in a Scotland that is the most attractive place for doing business in Europe; 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 and enhance it for future generations.

6.3 The proposal contributes to the 5 year Business Plan in terms of working with our partners to attract visitors, workers and investment to protect the economic future of the city, encouraging the growth of local businesses through support of existing business sectors and development of new sectors and facilitating new development projects to improve Aberdeen's living and working environment.

6.4 The proposal is consistent with the Council's Corporate Plan in particular delivering high levels of design from all development, maintaining an up-to-date planning framework, sustainable development and open space provision.

- 6.5 The proposal is consistent with the Planning and Sustainable Development Service Plan, in particular engaging the community in the planning process, and the delivery of Masterplans/Development Frameworks in line with the Aberdeen Masterplanning Process.
- 6.6 An Equalities and Human Rights Impact Assessment has been prepared. In summary, many of the aims of the proposal will have positive benefits, including;

Housing – greater provision of affordable and family housing in Aberdeen as a result of development.

Health – Improved walking and cycling access and play areas for children.

7 BACKGROUND PAPERS

- 7.1 The Oldfold Development Framework (December 2011 issue) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:
http://thezone/PI/SL_stratlead_reports.asp
- 7.2 Aberdeen Local Development Plan: Proposed Plan September 2010
http://www.aberdeencity.gov.uk/Planning/ldp/pla_local_development_plan.asp
- 7.3 Aberdeen Masterplanning Process 2008 (article 22, Planning Committee Minute, 6/11/08)
http://www.aberdeencity.gov.uk/Planning/pla/pla_planningbriefs.asp

8 REPORT AUTHOR DETAILS

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Summary Document

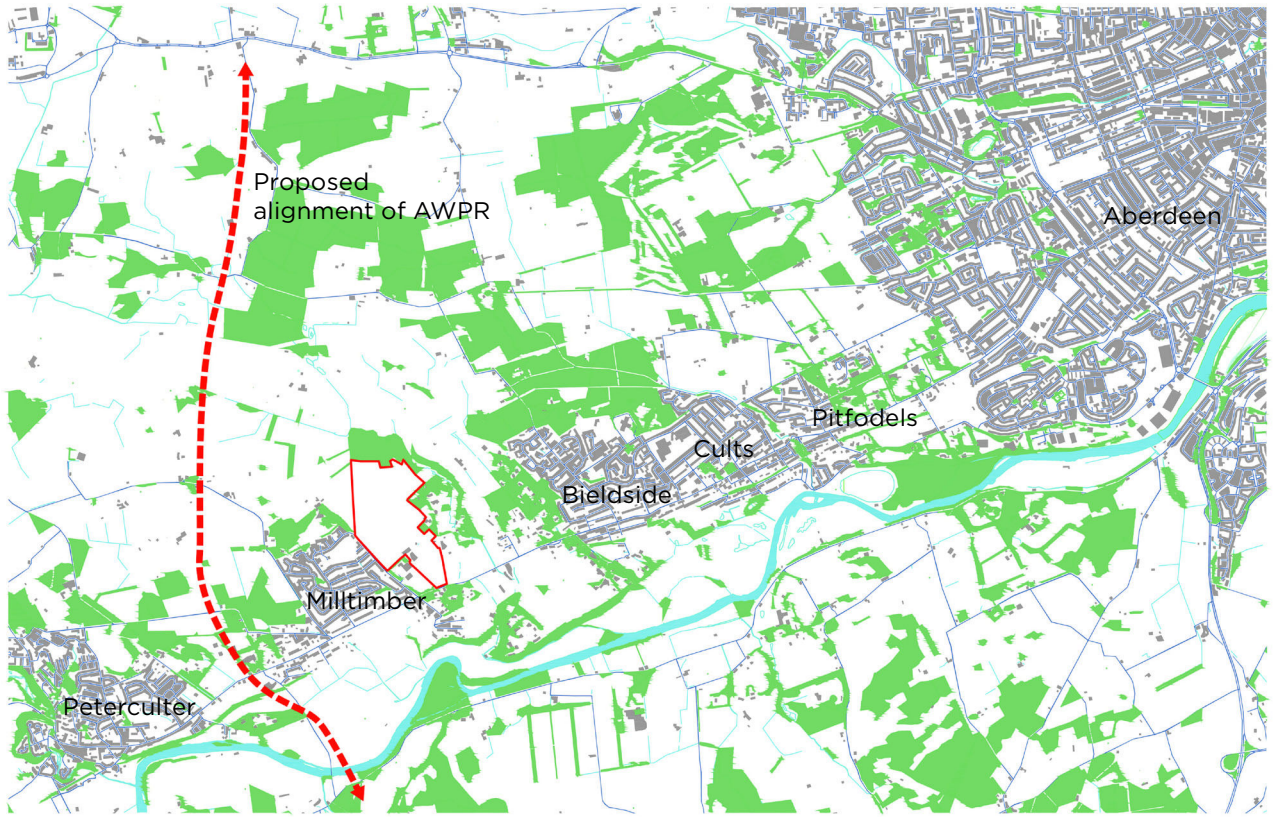
Development Framework and Masterplan

Oldfold, Milltimber

Planning and Sustainable Development
Aberdeen City Council
St Nicholas House
Broad Street
Aberdeen
AB10 1GY
www.aberdeencity.gov.uk

January 2012





Oldfold - North Deeside Context.



Oldfold - Site Area.

Introduction to Masterplan

This document has been produced to provide a synopsis of the Oldfold, Development Framework and Masterplan document. The summary aims to highlight the key information and guidance contained within the document however for a more complete and comprehensive understanding of the process, aims and outcomes of the Development Framework and Masterplan the main document should be referred to.

The site, identified in the Aberdeen Local Development Plan, is located approximately 7 miles to the west of Aberdeen city centre. The site identified as Oldfold is approximately 48 hectares and lies to the east of the main settlement of Milltimber.

The Development Framework and Masterplan describe how a residential led mixed use development of up to 550 residential units, supporting employment and community uses can be developed as an extension to the existing settlement of Milltimber. It is intended that the document will form the basis of Supplementary Guidance (SG) to the Aberdeen Local Development Plan.

The Masterplan document has been prepared on behalf of The Seven Incorporated Trades of Aberdeen Trades Widows' Fund & CALA Homes (East) ('the Promoters'). It outlines the proposals to develop a high quality and deliverable residential expansion to the east of Milltimber. The promoters assembled a multi-disciplinary team to produce the Masterplan for Oldfold.

The design team has worked closely together to provide a well considered and appropriate masterplan response to the site. The Development Framework and Masterplan have been informed and supported by a series of technical studies and reports. Throughout the evolution of the Development Framework and Masterplan the design has benefited from both community consultation and also regular meetings with Aberdeen City Council.



Aerial photo of the site area.

The document sets out a Development Framework and Design Guidance for Oldfold combining to form the Masterplan document. Its aim is to ensure that development of this site creates an attractive, well connected and vibrant new part of the town, providing a number of valuable benefits to the existing community of Milltimber. The document illustrates how development of the site must respect the sensitive landscape setting of the Deeside corridor and provide an attractive expansion to the existing settlement, creating a place that is in keeping with the distinct character along the North Deeside Road.

The Masterplan document is set out in eight key sections:

1. The Masterplan Process
2. Site analysis
3. Technical studies
4. The vision
5. The Development Framework
6. Phasing and delivery
7. Design guidance
8. Consultation summary

The following pages give a brief description of the key information contained within these sections.

1. Masterplan Process

This section introduces the purpose of the Masterplan document. It describes the site, the planning context and the development process to date.

The Masterplan describes the relevant planning background of the site prior to it being allocated within the Proposed Local Development Plan. Oldfold, is identified within the Aberdeen Local Development Plan (LDP) for 550 house units and 5ha of employment land. The plan identifies the need for the site to be Masterplanned and lists the infrastructure required to support the development. The LDP envisages development in two phases, 2007-16 (400 units) and 2017-26 (150 units). The Council also requires a contribution of 25% of the units as affordable, in accordance with the City-wide policy. The site also is to include a replacement Milltimber Primary School.

The document goes on to explain how the Development Framework and Masterplan have been developed following Aberdeen City Council's 'The Aberdeen Masterplanning Process, A Guide for Developers' as well as with reference to other national and local policies. The masterplanning approach taken has been particularly important to ensure that the site realises the wider opportunities to create efficient and effective environmental and community connections that integrate the site both internally and with its surroundings, importantly with the existing settlement of Milltimber.

This section goes on to explain the promoters' aspiration (subject to approval of the Development Framework and Masterplan document as Supplementary Guidance by Aberdeen City Council and completion of the necessary supporting studies) to make an application for Planning Permission in Principle. The application will comply with the guidance set down in the Supplementary Guidance.

This section also introduces the consultation process undertaken to date, with a full summary of the consultation



Community Consultation, Public Exhibition June 2009

process contained within Section 8 of the Masterplan. The site at Oldfold provides an excellent opportunity to allow the existing community at Milltimber to have a say in how their town can grow sustainably in a well planned manner.

The design team believes that the Masterplan process has benefited greatly from meaningful consultation and involvement with the local community and stakeholders. The consultation undertaken to date has comprised a number of stakeholder workshops, meetings and presentations to the local community councils as well as two full day community exhibitions (June 2011 and November 2011). The comments and suggestions received from these events have fed directly into the evolution of the Development Framework and Masterplan.

A full record of the consultation process, including all comments and how it has informed the Development Framework and Masterplan is documented in a Pre-Application Consultation Report which will be submitted with an application for Planning Permission in Principle for the site.

2. Site Analysis

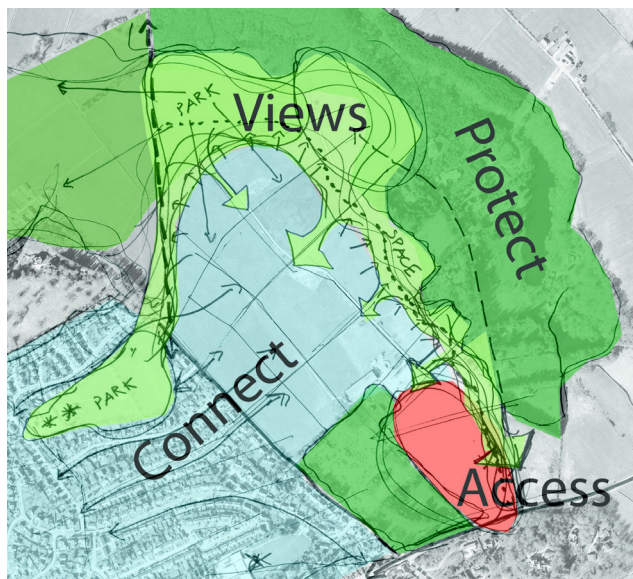
This section of the document illustrates the design team's understanding of an expansion to Milltimber at Oldfold in a City, local and site context and explains how this has informed design proposals.

The site at present is used for agriculture, generally improved grazing, arable land and by a riding stables. The site comprises a series of relatively small fields defined by stone dykes and farm tracks. There are no built or natural designations present on the site that would be affected by the proposed development. The woodland at Den of Murtle adjacent to the site is designated as a Local Nature Conservation Site.

The site analysis has identified the key site influences that will determine the location, shape and character of any development of the site area identified. The analysis not only directs the shape of any development in this area, if respected it will allow the site to be developed with a unique character and 'sense of place'.

3. Technical Studies

To support and guide the production of the Masterplan a number of technical studies and reports have been completed, these include a Transport Assessment, Ecological Assessment and Surface Water Management strategy amongst others.



Approach to development

4. The Vision

In line with the Aberdeen City Council 'Masterplanning Process' the Masterplan describes CALA's vision for the expansion of Milltimber at Oldfold.

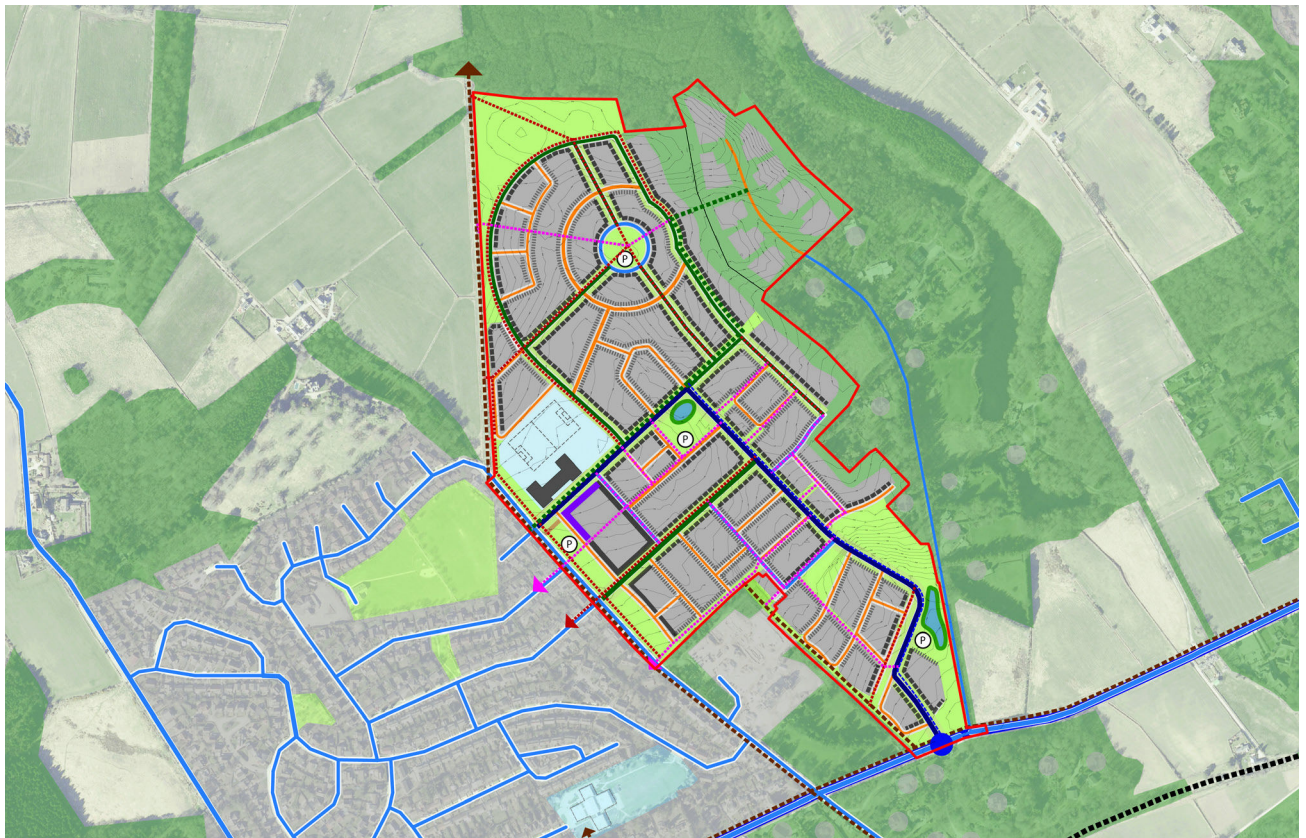
CALA aims to develop an expansion to Milltimber at Oldfold in a manner that reflects the quality associated with the North Deeside area, both in the quality of homes provided but also in the quality of environment. Oldfold will provide new homes in one of the most desirable parts of the Aberdeen, a high quality place to live on the edge of the city.

CALA has high expectations for the site at Oldfold. To create a successful urban expansion at Milltimber, the aspects that make the site unique and attractive must be brought to the fore, the distinct features and characteristics of the site, and must be articulated through the design to create a distinctive new community with a clear identity and sense of place.

Oldfold will be a place in which the houses, streets and outdoor spaces all combine to reflect the high standards and aspirations of not only CALA but also the Council and the existing residents of Milltimber.



Development concept



Oldfold - Development Framework (for annotations and legend refer to final Masterplan document).

5. The Development Framework

The purpose of this Section is to describe the concept for the site and how the main aims will be realised through site wide design principles and illustrated through a Development Framework.

This Section describes how the Development Framework has evolved from an analysis and appreciation of the site and its strategic and local context. It explains how in line with the Aberdeen City Council 'Masterplanning Process' the Development Framework sets out a basic two dimensional spatial framework for the way in which the site will be developed. It creates a co-ordinating structure which sets a robust and viable vision for Oldfold from which more detailed design can follow. The Development Framework is intended to:

- Establish a clear and exciting future vision for Oldfold;

- Provide a clear and comprehensive spatial framework that describes how the site is intended to be developed;
- Describe and explain the integrated land-use, landscape and transport proposals;
- Set out a clear phasing strategy;

Layers of the Framework

The document describes the core principles of development at Oldfold, the location and purpose of the elements that make up the Development Framework. These principles are described and explained under the following six headings:

- Part of Milltimber
- Access and Connectivity - Path Network
- Access and Connectivity - Street Network
- Landscape Framework
- Development Blocks
- Drainage Strategy

Part of Milltimber

Creating a sustainable urban expansion that fits within the overall town structure of Milltimber while reflecting the unique character of the site has been a key consideration in the concept for development at Oldfold. This section describes how the various parts of the Development Framework will combine to achieve the aims set out above, integrating Oldfold as part of Milltimber.

Access and Connectivity - Paths

The Development Framework has been designed to actively encourage walking, cycling and use of public transport. A network of pedestrian routes, cycleways and new bus routes has been identified. As part of the path network provision the Framework will provide an important part of the wider Aspirational Path AP10 within the site.

All of the proposed properties and the majority of existing properties in Milltimber are within 800m of the proposed mixed use core and new primary school. Pedestrian connectivity to these has been considered as a priority with a further potential bus loop also identified within the site with all proposed properties within 400m of a potential bus stop.

Access and Connectivity - Streets

The principal vehicular connection to the street network will be provided to A93, North Deeside Road with further connections to Binghill Road. The principle of access to the site from the A93 via a new junction has been established in the LDP and through the masterplanning process the design team has been considering a number of options for the design of the junction, informed by the on-going Transport Assessment.

Street design has been considered and designed following Designing Streets, Policy Statement for Scotland. In addition to the core streets defined it is anticipated that there will be further streets, lanes and shared surfaces within Development Blocks with these also being designed in accordance with 'Designing Streets' policy and appropriate standards/requirements of Aberdeen City Council.

Landscape Framework

Usable, well-designed, public space is recognised as creating opportunities for communities to interact, promoting a sense of place and helping to promote healthy active lifestyles. This section describes how and where public open spaces will be provided within the development and how the provision meets Aberdeen City Council standards, including the requirements of the Aberdeen City Council - Open Space Interim Supplementary Guidance.

Development Blocks

Areas for residential development, mixed use development and the proposed new primary school are identified (illustrated on the plan opposite). Within the document a proposed number of residential units is described for each block. Over the entire site this presents 550 residential units (including affordable housing) across a range of densities. The Development Framework will provide a mix of building typologies and tenures to help create a diverse and inclusive community structure.

Within the Development Framework a location for a mixed use local centre which could accommodate support services for the new and existing communities at Milltimber has been identified. A site for a new primary school has also been identified as part of the local centre. The location of the primary school, and associated mixed use facilities has been selected to enable it to serve both the proposed and existing wider community of Milltimber. Located together at the centre of the existing and proposed communities, close to the existing Church and Community Centre, all the proposed homes and the majority of existing homes are within a 800m walk of these community resources.

Drainage Strategy

The surface water drainage requirements for the Oldfold site have been investigated with interested stakeholders. Based on current development guidance the site will be drained via an approved Sustainable Urban Drainage System (SUDs).



Oldfold - Urban design principles (for annotations and legend refer to final Masterplan document).

6. Phasing Strategy

An indicative phasing strategy is presented in the document to ensure that the build-up of the new community is achieved in a coherent and logical way with the ability for each phase to function independently prior to subsequent phases being delivered. The overall approach to phasing is integrated; in each phase open space provision, streets, services and development are included as appropriate. On completion of the development all phases will combine, fulfilling the aims of the Masterplan to create a well structured and cohesive, accessible place in line with the aims of the Local Development Plan.

Infrastructure Delivery

The Infrastructure Delivery Statement summarises the requirements of the proposed Local Development Plan and describes, what, how, when and with whom these will be delivered.

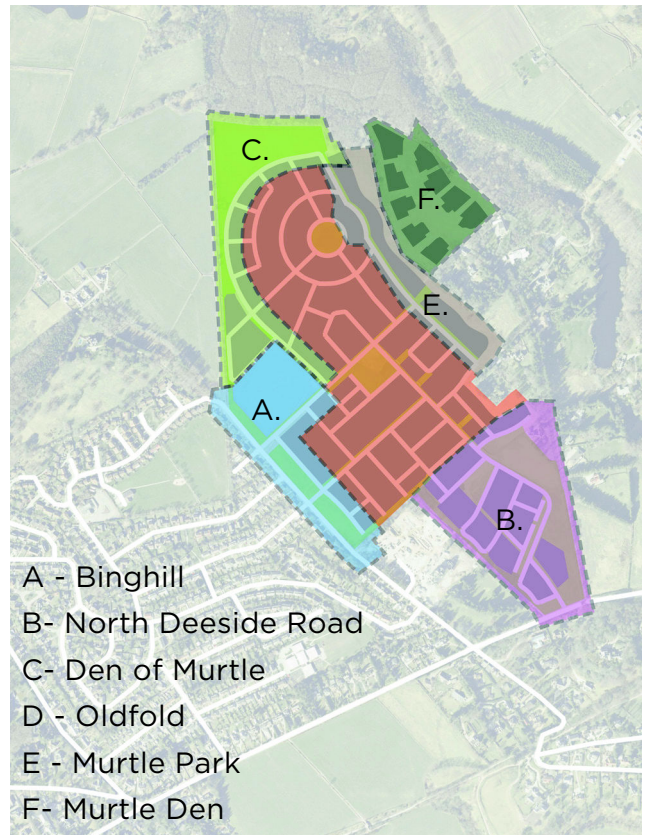
7. Design Guidance

The Masterplan takes the principles set out in the Development Framework section of the document and develops these to provide detailed three dimensional guidance.

This Section of the document looks at how the key design principles that underpin the Development Framework will help character evolve, reflecting the combination of all the principles set out in this document to create an attractive new part of Milltimber. This guidance will therefore assist the developers and their designers, in preparing future detailed applications at later stages in the development process. It will identify the core design principles and character defining elements for a number of character areas, buildings, spaces and routes that when combined will allow the development concept identified within the Development Framework to be realised.



Part of Milltimber.



Character Areas.

The design guidance for Oldfold is described through four levels:

General Design Guidance

Principles of good urban design that should be followed as a matter of course in the development of Oldfold.

Strategic Design Principles

Specific design principles that apply to the whole Development Framework area. This should be followed to help shape the urban expansion into a unique and desirable place to live.

Layers Of The Masterplan

This Section describes the aims and parameters of the proposals by breaking the Development Framework into its constituent parts. These layers illustrate key concepts of the Masterplan and how they respond to both the existing site and the Development Framework. Following the principles set out in these layers will ensure that the Oldfold integrates with both Milltimber and the existing landscape.

Creating Character

In order to ensure that development at Oldfold has a rich and legible character, the Development Framework is then broken down in to character areas.

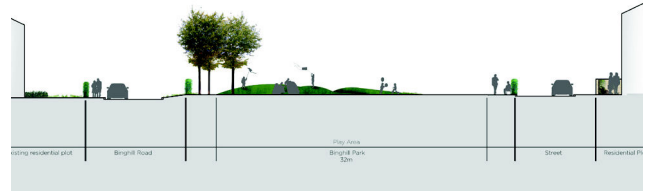
The guidance for each area is written to focus on the key generators of character, which include key routes, buildings, edges, spaces, uses, and articulate the main design intent. This design guidance considers inter-relationships and connectivity of different areas in terms of design and visual appearance.

The design guidance described in this Section is not intended as a blueprint to be followed rigidly - it should be used as reference to stimulate discussion and control the quality of design by interpreting and applying the principles. This guidance should be considered when dealing with future detailed applications.

Character Areas. The site analysis and review has led to the identification of six distinct character areas within the development that have shaped and informed the scale, layout and character of the proposed development. These are;

Binghill Road

The character of the western boundary, specifically the Binghill Road area, is of particular importance as it forms the interface between the existing and proposed communities and offers the only opportunity to integrate with the existing settlement.



Interface with Binghill Road.

North Deeside Road

The North Deeside Road area is very important to the overall character of Oldfold Farm as it is the only part of the site viewed from the A93 and forms an important 'gateway' to the extended Milltimber.



North Deeside Road Character Area.

Oldfold

The Oldfold area is the largest character area of the development and generally will have a higher residential density than the character areas to the north and east which require sensitive treatment to the surrounding landscape. As a result the key character forming elements are streets and spaces.



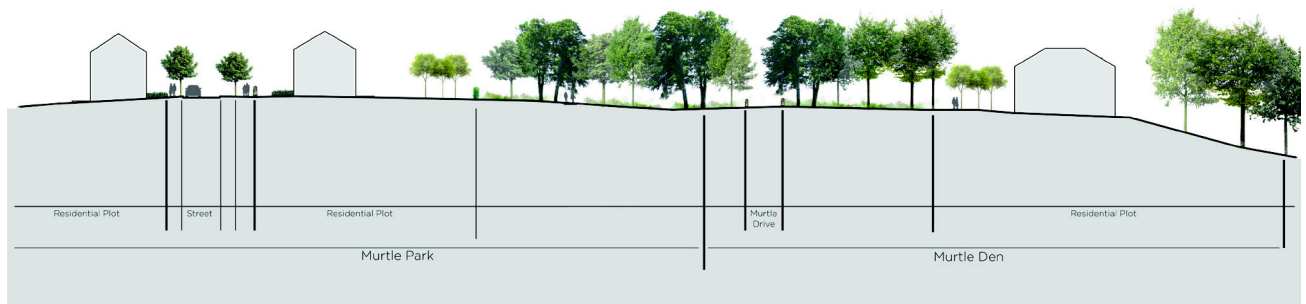
Illustration of Oldfold Square, Oldfold.

Den of Murtle

Den of Murtle Hilltop Park ensures that development does not encroach on the higher, more visually prominent land and allows for the largest area of informal public open space within Oldfold to be created.



Illustration of Hilltop Park, Den of Murtle.



Interface of Murtle Park and Murtle Den character areas.

Murtle Park and Murtle Den

The character of Murtle Park is very important as to how the development should address the eastern boundary to the existing Murtle Den area. This area will be defined by the avenue type street that runs almost the full length of the Murtle Den boundary. Development plots to the east should back on to the structural woodland acting to protect the setting and privacy of the Murtle Den properties.

The character of the Murtle Den area should replicate the existing housing to the south. Very large detached plots set within mixed woodland and accessed from the existing driveway. Development should be limited in this area to respect the existing character and environmental aspects. New woodland should be planted in advance of development to provide the setting for future development.



Illustration of Murtle Park avenue.

8. Consultation Summary

Section 8 of the document contains a full summary of the consultation process, including a detailed description of all the meetings, workshops and exhibitions carried out throughout the masterplanning process. It includes a summary of responses and comments made at each of the events.

A full record of the consultation process, including all comments and how they have informed the Development Framework and Masterplan will be documented in a Pre-Application Consultation Report which will be submitted with an application for Planning Permission in Principle for the site.

Summary

The development and refinement of the Masterplan has been the essential first stage of the process of creating a long term, sustainable extension to Milltimber. This will happen over many years as the houses and other facilities will take time to plan, build and mature. Once the Masterplan has been adopted as Supplementary Guidance, a series of planning applications will follow, starting early in 2012 with an application for Planning Permission in Principle for the entire site. Only once this is approved by the Council, will a series of detailed applications start, to show how different phases of the land then will be developed in line with the 'Principle' consent. A proper community can only be created over many years however here we have the advantage of the Oldfold site being part of the existing community of Milltimber and we are working hard to make sure that the new sites can be absorbed and embraced by the current community.

open
optimised environments



ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Friarsfield Development Framework
REPORT NUMBER:	EPI/12/015

1 PURPOSE OF REPORT

- 1.1 This report outlines the Friarsfield Development Framework, prepared as a guide for the future development of land safeguarded for development as Opportunity Site OP5 in the Aberdeen Local Plan 2008. The allocation has been carried forward as site OP51 in the Proposed Aberdeen Local Development Plan (ALDP).
- 1.2 The Development Framework has been produced by Ryden on behalf of Cala CALA Management Ltd and Stewart Milne Homes and aims to create an attractive, high quality and sustainable residential development of family homes.
- 1.3 A summary document of the Friarsfield Development Framework has been appended to this Committee Report. The Friarsfield Development Framework (January 2012) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:
- www.aberdeencity.gov.uk/masterplanning
- 1.4 A hard copy of the Development Framework is available in the Member's Library and within the Planning and Sustainable Development Service at Ground Floor North, Marischal College.

2 RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
- 2.2 (a) Approve the Friarsfield Development Framework as interim planning advice subject to additional detail being provided to the satisfaction of the Head of Planning and Sustainable Development to the following sections of the Framework:
- Transport and Accessibility
 - Planning and Design Principles

- Drainage and Water and
 - Phasing and Delivery.
- 2.3 (b) Pending Council approval for adoption of the Aberdeen Local Development Plan, agree for officers to implement the process to ratify the framework as Supplementary Guidance by the Scottish Government. This will include results of an Appropriate Assessment Screening Report and the addition of any necessary mitigation measures.
- 3 FINANCIAL IMPLICATIONS
- 3.1 There are no direct financial implications arising from this report outwith normal officer time to evaluate the Development Framework. The developers have met the cost of preparation of the Development Framework, including all consultation and engagement. The proposals will result in efficiencies in the determination of future planning applications related to the Development Framework, leading to a reduction in Council staff time to assess future detailed proposals.
- 4 OTHER IMPLICATIONS
- 4.1 There are no known property, legal or equipment implications arising from this report.
- 4.2 The Development Framework reduces the risk of piecemeal and inappropriate development in the site area. Mixed use development and the efficient use of land will contribute towards the Council's aim of promoting sustainable development.
- 4.3 Approving the Development Framework will contribute to efficiencies in determining future planning applications. 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.
- 4.4 In accordance with the Proposed Local Development Plan, Appendix 4, the Proposed Action Programme and the Infrastructure and Developer Contributions Manual, the Development Framework references how the development will address requirements for cumulative and local transport infrastructure; public transport along with walking and cycling.
- 4.5 A Strategic Environmental Assessment has been undertaken on the Friarsfield site as part of the preparation for the proposed Aberdeen Local Development Plan.
- 4.6 According to Article 6(3) and 6(4) of the Habitats Directive (92/43/EEC) any formally adopted Supplementary Guidance which would be likely to have a significant effect on an identified European Site shall be subject to an 'appropriate assessment' of its implications, also known as a

Habitats Regulations Appraisal. The River Dee Special Area of Conservation (SAC) is identified as a European Site. A screening assessment for this process is currently being carried out.

5 BACKGROUND/MAIN ISSUES

Site Description

- 5.1 The site is located to the west of the City on the northern edge of Cults. The site is approximately 29.6 hectares in size. It is relatively contained being bound along the south by existing residential development, to the west by woodland, to the east by the woodland setting of Greenridge and to the north by the rising topography of the land.

Policy

- 5.2 The Friarsfield Development Framework is intended to act as interim planning advice, pending adoption of the Aberdeen Local Development Plan.
- 5.3 The Development Framework has been prepared following the Council's adopted Aberdeen Masterplanning Process and contributes to the Scottish Government and Aberdeen Local Development Plan policy aims of raising design quality in new development, through the 6 key qualities of creating successful places, namely – distinctive, welcoming, safe and pleasant, adaptable, easy to get to and move around, and resource efficient.
- 5.4 The site is allocated for 280 houses in the Proposed Aberdeen Local Development Plan, this site has been carried forward from the Aberdeen Local Plan 2008. An affordable housing provision in accordance with the Approved Development Plan will be provided on site.
- 5.5 Proposal of Application Notices were submitted by Stewart Milne Homes and CALA on 5 August 2011. An area of land owned by Scotia Homes at the east end of the site has been granted planning permission for 10 houses.

Key Issues

Design Principles

- 5.6 The Development Framework strives to create a seamless expansion to the existing urban area of Cults. Housing should respect the established urban patterns of Cults. The buildings will be of a design

that is creative, sustainable and provides a good fit in the landscape. The development shall respond to the natural environment and create a residential area that will be a pleasure to live in and visit.

- 5.7 The development will respond to national policy “Designing Streets” in respect of pedestrian priorities and will include a lattice of streets and places connected by user- friendly pathways.
- 5.8 The topography of the site is key in shaping the design and layout of the development. The Development Framework respects the features of the site by retaining, where possible, stone walls which mark the field boundaries. Important groups of trees are retained within areas of landscaping as well as the Green Space Network to the south of the site in the Cults Burn corridor.

Key Principles

- 5.9 The design should respond to the local landscape context while addressing the lack of coherent design of the surrounding area by creating a sense of place.
- 5.10 The site will incorporate connected character areas with an integrated pedestrian, cycle and traffic network, intertwined with areas of existing and additional soft landscaping.
- 5.11 The vision highlights that the Development Framework aims to create –
- A high quality residential environment that meets a variety of housing needs while giving due consideration to the infrastructure and safety,
 - Integrate the site successfully into the surrounding area, ensuring new development fits well in the landscape as well as providing links from the site to the wider area,
 - Attractive open space and opportunities for continued recreation on the site while retaining access to the core path network,
 - Safeguard existing site features, enhance greenspace provision and include strategic landscaping, efficient connections to pedestrian and cycle paths and the public transport network.

Access and Connectivity

- 5.12 A network of paths through the site will be developed to ensure connectivity. The Core Paths number 63 and 87 cross the site then joins to the wider network at Core Path 66 the Deeside way. The internal footpath connections within the site will provide other paths for pedestrian and cycle movements. The site will be integrated within the existing area and core path network. Safe routes to school will also be incorporated into and through the site.
- 5.13 Bus stops are located on the A93 a ten minute walk from the edge of the site. Discussions have taken place with bus operators relating to

potential service provision along the link road from the east and turning into Kirk Brae and Friarsfield Road and through the site. The initial discussions have acknowledged that the principle of a route through the site is acceptable. The most regular buses into the city centre are located on the A93. Stagecoach Bluebird operate the Deeside service which is every 20 minutes Monday to Saturday and hourly on a Sunday.

- 5.14 Cults has a number of facilities available including shops, religious establishments and hotels. These are located in the District Shopping Centre within 10 minutes walk of the edge of the site.

Infrastructure

- 5.15 School role forecasts have included development potential on Friarsfield. It is understood that there is sufficient capacity within the existing Cults Primary and Secondary Schools to meet the needs of the proposed new housing. The Framework acknowledges that a school review is currently being undertaken that may have an impact on phased development on this site. The site will include safe routes to schools.
- 5.16 A Transport Assessment is required to support future planning applications relating to the site identifying areas of mitigation. The Transport Assessment will include the Friarsfield/Kirk Brae junction and the Friarsfield/ Abbotshall junction, as well as considering safety on Jacobs Ladder which was an area of concern during the consultation process. Initial development should be accessed from Friarsfield Road as this can be provided with minimum construction impact.
- 5.17 Section 6, page 42 of the Development Framework highlights the developer contributions and confirms at what time more detailed assessments are required.

Landscape Framework and Open Space

- 5.18 New strategic landscaping will be provided along the northern boundary of the site to provide a soft edge to development. Landscaping will also be provided along the link road, around Craigbank and around the sub station to mitigate visual impact.
- 5.19 Proposed landscaping aims to retain the local character and provide a sense of place for the development and an attractive, established feel to the development.
- 5.20 The main focus of open space is around the Cults Burn, to create a central focal point to the development and maintain the local character and village atmosphere. A flood risk assessment will be required for the Cults Burn. The burn will provide an area for informal recreation and will be kept as natural as possible. This area will also help mitigate

the visual effect of the new development from the existing community. Existing vegetation will be retained and enhanced where possible, which will also provide enhanced opportunities for wildlife.

- 5.21 The existing wooded knoll shown in view 19 in the Framework and the boundary wall will be retained, to create a focal point in the development. Linkages between the open space, the existing retained features and the Cults Burn will be provided. The knoll will be enhanced and will be part of the Green Space Network throughout the site. New areas of open space will retain and enhance the character of the area.

Urban Design and Layout

- 5.22 The development will consider with Scottish Government policy 'Designing Streets' and 'Designing Place.' Frontages are proposed along internal streets to encourage safe and active streets. A detailed design and access statement will be submitted along with any planning application. Planning applications will be required to comply with the Development Framework.
- 5.23 Building heights within the site will generally be two storeys high, as a reflection of the surrounding existing properties. House types will generally be detached and semi-detached.

Topography and Orientation

- 5.24 The layout responds to the natural topography to minimise earthworks and buildings will be orientated to maximise environmental benefits, taking advantage of the generally southerly aspect of the site. Bright and sunny streets can foster a positive sense of place and reduce heat and light requirements.

Drainage

- 5.25 Best practice techniques will be used with a Drainage Impact Assessment and a Sustainable Urban Drainage strategy being required as part of a future planning application. A construction method statement as part of a future planning application has been requested by SEPA to avoid any impact on the River Dee SAC.

Infrastructure Requirements

- 5.26 Page 42 of the Development Framework highlights the Infrastructure Requirements including health, education, transportation, water and core paths. These will require further investigation including Transport Assessment and Drainage Impact Assessment as part of the planning application process.

Phasing and Delivery

5.27 The phasing for the site is demonstrated on pages 43 – 45 of the Development Framework document. First phase application is expected in early 2012, with construction expected to begin in spring 2013. The first phase largely relates to the essential on - site works, SUDs provision and forming access for the Craigbank Properties.

Phase two includes the central housing area and the majority of the link road. The provision of around 160 units is expected in this phase.

Phase three includes the balance of the housing and completion of the link road. It should be noted however that the appropriate time to complete the link road will be determined through the Transport Assessment.

Public consultation

5.28 The public consultation exercises for the Development Framework and the planning application have been run in parallel. Throughout the process the design team have been have been committed to involving members of the Community, Local Councillors and the Community Council.

5.29 The community consultation and engagement process for the development of the Framework has involved:

- Meeting with Cults, Bieldside and Milltimber Community Council – 2 August 2011 2pm to 8pm.
- First public consultation event - Cults Hotel 8 September 2011
- Meeting with Landowner – 17 October 2011 and 16 November 2011
- Second public consultation event – Cults hotel 1 November 2011 3pm to 8pm.

5.30 The meeting with the Community Council on the 2 August raised the main areas of concern as:

- Schooling,
- the impact of the Aberdeen Western Peripheral Route and
- affordable housing provision.

A further meeting was held with the Community Council on the 25 August to advise them of the progress relating to the topics of:

- Transportation and linkages,
- education and
- house types and numbers.

5.31 For the first consultation event, around 125 people attended with 61 representations being made. A further 58 representations were also received requesting contributions to a link road at North Garthdee Farm. The feedback form from the event included 6 questions. The

full consultation responses can be seen on pages 5 – 12 of the Development Framework. The second consultation event took place on the 1 November 2011, around 80 people attended the event with around 40 responses being submitted, these can be seen on pages 10 - 12. The comments are summarised below with associated outcomes:

Key Points Raised	Outcome
Village and community atmosphere should be retained. Character could be continued by using greenery within the site. Walls and trees should be retained.	Endeavour to maintain village atmosphere. The character will be retained by introducing open spaces throughout the site and with the mix of high quality housing and retention of dykes and landscaping.
Properties should be in scale with the surroundings.	
Footpaths and cycle paths to and through the site, access to forestry commission land, good pedestrian access to Den of Cults.	The proposal identifies new routes, linking to existing path network.
Varied opinions relating to the importance of public transport provision - 20% though very important while 9% said it was not important. Positive – Important to support the development. Negative – adds another burden to the existing network.	Mixed response relating to the requirement of public transport provision. Initial discussions have been held with bus operators.
14% stated no houses should be built.	The site is allocated in the Development Plan therefore the principle of development is acceptable.
Mature trees, natural stone walls and Cults Burn are the main features.	Mature trees, Cults burn and stone walls where practicable will be retained.
Ensure suitable play areas and additional areas of open space.	Dedicated open space provision will be determined at the detailed application stage. The main open space provision is around the Cults Burn which will be retained and enhanced.
13% wanted additional open space	
A central open space was suggested, open space along the Cults Burn.	
Open spaces should not necessarily be squares and parks but it is important to have a mix. Recreational uses to the north of the site would be useful.	
Upgrades suggested for playground at Kirk Road/Drive, North side of Friarsfield and corner of Kirk Brae and Friarsfield Road.	Potential contribution through planning gain if deemed appropriate
Impact of development on	An indicative phasing plan

infrastructure, need confidence of delivery. A detailed phasing plan is required.	has been added to the development Framework
Concern of increase of traffic, adequacy of existing roads, safety, junctions and concern over Jacobs Ladder closure.	An initial Transport Assessment has been carried out which demonstrates there is capacity on the roads network for this site. A full transport assessment will be carried out as part of the planning application process.
Concern about school overcrowding.	Should school roles be an issue the developer will need to mitigate this through developer contributions at the appropriate time
Concern over flooding and drainage, in particular at Kirk Brae.	A drainage impact assessment will be required as part of any planning application to ensure it is dealt with appropriately on the site.
Concern over loss of greenbelt, no development needed.	This site is allocated in the Development Plan and is appropriate for development.
Buildings should be no more than two storeys high.	A range of house types will be provided and will not exceed 2 storeys.
Bats at Cults Burn.	Investigations are ongoing.
Concern over pollution and noise.	Any noise from the development would be controlled by conditions. A construction method statement is required as part of a planning application for the site and this will ensure no pollution enters the cults burn
Social housing not considered to be welcome and housing for ordinary people should be provided.	The development plan requires affordable housing provision.

5.32 Generally the Cults, Bieldside and Milltimber Community Council welcomed the Masterplanning Process and early community engagement, but expressed concern that infrastructure must be delivered to support development of Friarsfield.

Key Issues

6 IMPACT

- 6.1 The site includes access to walking and cycling networks.
- 6.2 The Framework contributes to the following Single Outcome Priorities: 1 – We live in a Scotland that is the most attractive place for doing business in Europe; 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 and enhance it for future generations.
- 6.3 The proposal contributes to the 5 year Business Plan in terms of working with our partners to attract visitors, workers and investment to protect the economic future of the city, encouraging the growth of local businesses through support of existing business sectors and development of new sectors and facilitating new development projects to improve Aberdeen's living and working environment.
- 6.4 The proposal is consistent with the Council's Corporate Plan, in particular delivering high levels of design from all development, maintaining an up-to-date planning framework, sustainable development and open space provision.
- 6.5 The proposal is consistent with the Planning and Sustainable Development Service Plan, in particular engaging the community in the planning process, and the delivery of masterplans/development frameworks in line with the Aberdeen Masterplanning Process.
- 6.6 An Equalities and Human Rights Impact Assessment has been prepared. In summary, many of the aims of the proposal will have positive benefits, including;

Housing – greater provision of affordable and family housing in Aberdeen as a result of development.

Health – Improved walking and cycling access and play areas for children.

7 BACKGROUND PAPERS

- 7.1 The Friarsfield Development Framework (December 2011 issue) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:
http://thezone/PI/SL_stratlead_reports.asp
- 7.2 Aberdeen Local Development Plan: Proposed Plan September 2010
http://www.aberdeencity.gov.uk/Planning/ldp/pla_local_development_plan.asp

- 7.3 Aberdeen Masterplanning Process 2008 (article 22, Planning Committee Minute, 6/11/08)
http://www.aberdeencity.gov.uk/Planning/pla/pla_planningbriefs.asp
- 7.4 Aberdeen Local Plan 2008
http://www.aberdeencity.gov.uk/planning_environment/planning/planning_sustainable_development/pla_LocalPlan_home.asp

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Friarsfield Development Framework

SUMMARY

January 2012

1.1 Introduction

The site at Friarsfield is located to the west of the City of Aberdeen on the northern edge of Cults. The Development Framework boundary covers an area of approximately 29.6 hectares, although this differs slightly from the Local Development Plan allocation due to the requirement to provide access to the site.

The land is in various ownerships, with developer involvement by CALA Management Ltd and Stewart Milne Homes.

A further area of land, under the control of Scotia Homes now has planning consent for 10 dwellings (Ref. P110559).

1.2 Vision

The Friarsfield Development Framework is a step towards the development of a new, attractive, high quality and sustainable residential development that will be well integrated with the surrounding area. Approximately 280 homes are planned for the site, in addition to roads, drainage infrastructure and open space.

The Development Framework aims to achieve the following:

- A high quality residential environment that meets a variety of housing needs while giving due consideration to the infrastructure and safety issues.
- Successful integration of the site with the surrounding area, ensuring new development fits well in the landscape as well as providing links from the site to the wider area.
- Attractive open space and opportunities for continued recreation on the site while retaining and enhancing access to the Core Path Network.
- Safeguard existing site features, enhance green space provision and includes proposed strategic landscaping, efficient connections to pedestrian and cycle path linkages, public transport and city road networks.

The Development Framework will be used to guide future detailed planning applications for the site.

1.3 Planning Context

The site was included in the 2008 Local Plan as OP5, with an allocation of 280 houses. It was subsequently identified as OP51, again for 280 houses in the Proposed Aberdeen Local Development Plan.

The examination into the Local Development Plan is now complete and the Council is aiming to have the plan adopted by the end of February 2012. Planning applications for the site will require to comply with the development plan.

1.4 Consultation

Three Proposal of Application Notices have been submitted for the site (Ref P111065, P111066 and P111179). Public consultation for both the Development Framework and planning applications has been run in tandem to minimize confusion.

Two public consultation events were held on the 8th September and 1st November 2011 at the Cults Hotel, Aberdeen. Adverts were placed in the press and posters displayed in the local area. Letters inviting neighbours were hand delivered and issued to local Councillors and Community Councillors. Display boards were issued by email to those that requested them and copies of all exhibition material placed in the library.

The main issues of concern raised at the events were a general concern over the impact of the development on existing infrastructure, including roads, schools and facilities. Concern was raised in relation to road safety in relation to cars and the impact on pedestrians and the adequacy of the existing road network, to cope with development. Schools were considered to be at capacity. The general loss of the site for recreational purposes was an issue.

Important links were highlighted, including access to forestry commission land in the vicinity, Hazlehead, the Cults Burn and the use of the path network through the site.

1.5 Site Features

The site contains a number of features which have been taken into consideration in this Development Framework, both natural and man made.

Natural features include the topography of the site and its southerly aspect; the Cults Burn; a few groups of mature trees. Man made features include the existing walls on the site, the electricity substation, the former nursery buildings which now lie derelict and existing buildings and paths on the site.

1.6 Design

The Cults Burn and mature trees will be retained on the site and the design of the development evolved from these features. The site has the potential to offer an attractive residential environment due to the topography of the site and the southerly aspect it enjoys. The layout will work with the natural topography of the site and development will sit well in the landscape. There is a requirement to provide a link road and the only realistic location for this, due to topography of the site, was to the north of the site, then linking to Kirk Brae at the south east.

The location of the Cults Burn to the south east of the site provides an opportunity to encourage existing residents of Cults into the site as well as a focal point for new residents and a significant area of open space was provided around this feature. Existing vegetation will be retained and enhanced to maximize biodiversity. A natural open space will be provided, consisting of paths and landscaping to create a woodland habitat link between Foggieton and the Den of Cults and will provide an enhanced Green Space Network along this corridor. A Flood Risk Assessment will be provided at the planning application stage.

Grouping of mature trees are also retained on the site, most significantly the largest tree knoll, which has created another focal point. New strategic landscaping will be provided along the boundary of the site, around the existing building of Craigbank to mitigate the impact of development and around the electricity substation to screen it.

Other details of the site have evolved through the consultation process, which initially began when the site was first identified for development in the Local Plan, through to public consultation with the local community throughout 2011. This includes changes to the junction on Kirk Brae and the existing private access to Craigbank. The layout aims to minimize the impact on this.

The site will be integrated with the surrounding area by linking it to the most direct, attractive, safe and secure pedestrian links. The site has excellent opportunities for connectivity, which will be provided through the retention of the core paths on the site and the provision of new footpaths to link this site with the wider area. This will link areas within the site and with areas of interest outwith the site, ensuring a range of recreational opportunities on the site while maintaining access to areas in the locality which were considered important through the consultation process.

In terms of public transport, footpaths on the site will link to the existing path network off the site to provide pedestrian routes to bus stops on North Deeside Road and Kirk Brae. The Development Framework has considered the 800m (10 minute walk) and 400m (5 minute walk) isochrones which demonstrate that the

site is within reasonable walk distance of existing frequent public transport services.

To ensure the whole site is within 400 metres of a bus stop, the indicative location of two new bus stops has been considered. Initial discussions have been held with the operator and Public Transport Unit into the principle of an extension to the existing 16 service. The provision of laybys on the link road will be considered at the planning application stage in response to this being raised through the consultation process.

The village atmosphere will be maintained through the provision of high quality housing and the retention of key features on the site. Houses in the vicinity vary in type, style and having being developed over many years, which lacks a coherent design. Development of this site will provide unity and a sense of place. The development will adopt modern thinking in respect of pedestrian priorities and shall include a lattice of streets, places and spaces connected by user friendly pathways.

The design concept for the site is indicated below.



The exact mix of housing will be determined at the planning application stage, however, they will range from 1500 sq m to 2500 sq m and provide a mix of housing of predominantly two storeys in height.

1.7 Infrastructure

An initial assessment of transport in the area has demonstrated that there is capacity in the roads system for this development. However, as this is a major concern for the local residents, revised traffic counts have been undertaken which support the initial findings. A full Transport Assessment will be submitted as part of the application process and this will determine whether any infrastructure or service improvements are required to support development and mitigate the existing environment.

In terms of education provision, as the site was included in the 2008 Local Plan, capacity was considered at that time. It is therefore understood that pupil numbers generated by this development can be accommodated. However, a schools review is being undertaken by the Council and the impact of a phased development will be assessed following the submission of planning application(s) for the site.

A Drainage Impact Assessment and SUDs Strategy will be submitted with any planning application(s) for the site. A Water Impact Assessment will determine whether upgrades are required.

Aberdeen City Council identified the infrastructure requirements for the site during the Local Development Plan process. The amount and type of contributions will be commensurate with the scale and impact of development and will be negotiated and agreed at the time that a planning application is made. Affordable housing will be provided in accordance with the development plan.

1.8 Phasing

The first phase of development includes access arrangements, the commencement of the link road, transport works, SUDs and service upgrades. An application is expected early in 2012 with Spring 2013 anticipated for a site start.

Phase 2 relates to the building and selling of homes within the development to a level able to be accommodated within the capacity of the road network pre-link completion. This includes the provision of around 160 houses, developed in two stages of approximately 80 units each. It also allows for the completion of the link road within the confines of the initial area of development and planning gain if applicable.

Phase 3 envisages the completion of the link road to the top of Jacob's Ladder and development of the balance of housing, including around 120 units. Again, planning gain if required, will be payable at this time.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Annual Report on Scotland's Climate Change Declaration
REPORT NUMBER:	EPI/12/021

1. PURPOSE OF REPORT

- 1.1 This report highlights Aberdeen City Council's progress in 2011, on actions to meet the commitments of the Scottish Climate Change Declaration.

2. RECOMMENDATION(S)

That the Committee: -

- a. Notes and endorses the actions and commitments set out in Aberdeen's 2011 report on the Scottish Climate Change Declaration.
- b. Instruct officers to submit the annual report, as required by the declaration, to the Sustainable Scotland Network (SSN).

3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report.

4. OTHER IMPLICATIONS

- 4.1 The Climate Change (Scotland) Act 2009 has set targets to reduce carbon emissions by:

- 42% by 2020; and
- 80% by 2050

Guidance on Part 4 of this act, the Public Bodies Climate Change Duties, came into effect in 2011.

This recognises the important role that public bodies play in planning and delivering climate change actions and mainstreaming it alongside corporate priorities.

5. BACKGROUND/MAIN ISSUES

- 5.1 In 2007, Aberdeen City Council alongside all of Scotland's local authorities signed up to Scotland's Climate Change Declaration.
- 5.2 Signatories to the Declaration acknowledge the reality and importance of climate change and are committed to:
- mitigating their impact on climate change through reducing greenhouse gas emissions.
 - taking steps to adapt to the impacts of a changing climate.
 - working in partnership with their communities to respond to climate change.
- 5.3 Under the declaration, signatories also agree to submit an annual report on climate change actions to the Sustainable Scotland Network (SSN).
- 5.4 The report should reflect the continued work by Scottish local authorities to deal with the climate change agenda and contain details of progress taken and actions planned by the Council to respond to climate change. This includes:
- Providing effective leadership, governance and management on climate change.
 - Reducing the local authority's own 'corporate' greenhouse gas emissions from their estate, services and functions.
 - Taking action to reduce emissions from the local authority area
 - Assessing the risks of climate change impacts and working with others to adapt to the impacts of climate change.
 - Developing effective partnership working and climate change communications, including producing an annual statement of plans, activities and achievements.
- 5.5 Appendix 1 of this report contains the 2011 Scottish Climate Change Declaration Annual Report from Aberdeen City Council.

6. IMPACT

- 6.1 The actions and results contained within the Climate Change Declaration have supported the Single Outcome Agreement (SOA) in:
- Adapting to climate change-
12. We value and enjoy our built and natural environment and protect it and enhance it for future generations.
 - Reducing the risk of climate change-
14. We reduce the local and global environmental impact of our

consumption and production.

- 6.2 Actions on climate change support the Council's 5 year Business Plan (2011 – 2016) priorities to protect and enhance our high quality natural and built environment and to increase the amount of waste diverted from landfill.
- 6.3 The report also supports the Council commitment to the environment set out in, Vibrant, Dynamic & Forward Looking: Aberdeen's environment - natural and built - is part of what makes our city unique. Aberdeen City Council has a duty both to protect that environment and to play its part in protecting our planet.
- 6.4 Declaration reports submitted to the SSN are publicly available on their website. Information from the local authority reports submitted in 2010 were analysed by COSLA and SSN, along with the Carbon Trust and Adaptation Scotland.

7. BACKGROUND PAPERS

- Local Transport Strategy (2008 – 2012)
- Nature Conservation Strategy (2010 – 2015)
- Waste Strategy (2010 – 2025)
- Carbon Management Plan (2010 – 2015)
- Alternative Energy Strategy for Council Owned Public Buildings
- Open Space Strategy

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Scotland's Climate Change Declaration Report 2011

Aberdeen City Council

Scotland's Climate Change Declaration 2011

Introduction

Each of Scotland's 32 local authorities signed Scotland's Climate Change Declaration in early 2007. The Declaration is a public statement wherein local authorities acknowledge the reality and implications of climate change and their responsibility to respond effectively. The Declaration also welcomes the actions of the UK and Scottish governments and the opportunities for local authorities to work in partnership with others in responding to climate change.

As signatories to Scotland's Climate Change Declaration, each Scottish local authority is committed to taking action across a range of key areas. These can be summarised as:

1. Providing effective **leadership, governance and management** on climate change.
2. Reducing the local authority's **own 'corporate' greenhouse gas emissions** from their estate, services and functions.
3. Taking action to reduce **emissions from the local authority area**
4. Assessing the risks of climate change impacts and working with others to **adapt to the impacts of climate change**.
5. Developing effective **partnership working and climate change communications**, including producing an annual statement of plans, activities and achievements.

This Reporting Template focuses on these five key areas.

The principles of effective Declaration reporting include:

- Providing clear, consistent and comparable information.
- Linking climate change reporting with existing reporting requirements and the council's own performance improvement agenda.
- Showing clearly how climate change is being integrated into council and Community Planning agendas, especially through Single Outcome Agreements.
- Highlighting key achievements and initiatives
- Communicating with the community, making the report easy to understand and available to the public.

Local authorities are encouraged to provide information in a transparent and easy to understand format:

- In relation to 'corporate' and 'area-wide' emissions, quantifiable data will be vital, and this is best communicated graphically.
- On adaptation, examples of adaptation action or process initiatives would help illustrate what is being done.
- On governance, leadership and management, and on partnership working, communications and capacity building, diagrams, process

maps and examples of materials and events would be extremely useful.

In order to make reporting on the Declaration as effective and efficient as possible, local authorities are encouraged to use this reporting template to report top-level information and to use web-link references to more detailed information.

Local authorities are also encouraged to make reference to their previous Declaration reports, especially making reference to the year-ahead priorities listed in those reports. This will help in showing continuity and year-on-year progress.

In reporting on the Declaration, local authorities are encouraged to recognise the importance of the UK Climate Change Act, Climate Change (Scotland) Act, national targets for emissions reduction, the Climate Change Public Bodies Duties Guidance (published 2011), The Low Carbon Scotland: Meeting the Emissions Reduction Targets 2010-2022 Report on Proposals and Policies, the Low Carbon Scotland Public Engagement Strategy, the evolving Scottish Climate Change Adaptation Framework and the Adaptation Scotland Scotland Climate Change Adaptation Workbook . Also of use is the internationally recognised 'Greenhouse Gas Protocol' for consistent reporting of 'corporate emissions' and the evolving suite of Local Authority climate change datasets and indicators published by DECC.

Section 1

Governance, Leadership and Management

Leadership, governance and management of climate change at Aberdeen City Council

Leadership

Aberdeen City Council along with all 31 other Scottish Local Authorities signed the Scottish Climate Change Declaration in 2007 making a commitment to take action on climate change. This was underlined in 2009, when the Council became a signatory to:

- The Covenant of Mayors, which promotes energy efficiency and renewable energy. www.eumayors.eu
- The World Energy Cities Climate Change Accord, agreeing to exchange best practice as an energy city. www.energycities.org/climate-initiative

The Council's "Vibrant, Dynamic and Forward Looking" policy statement, priorities to protect the environment include -

- A programme of planting a "Tree for Every Citizen"
- Minimise the impact of Council activities on the environment, including a target of being carbon neutral overall by 2020 and a commitment that all new council developments will be carbon neutral

- Support the use of small scale renewables and make appropriate use of small scale renewables in all new council developments
- Support the use of innovative methods of treating wastewater, including reed beds, and make appropriate use of such treatment methods in new council developments

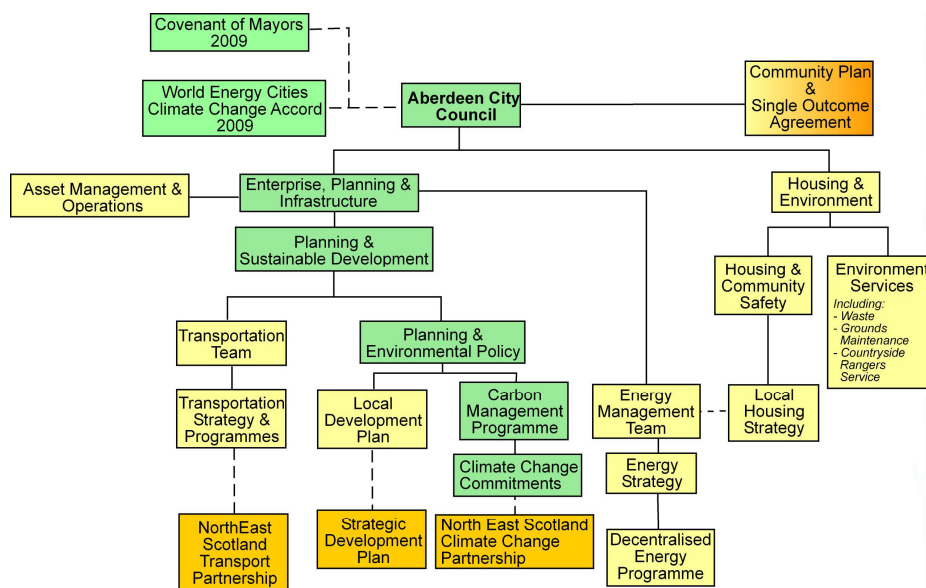
Key priorities from Aberdeen’s Single Outcome Agreement (SOA) are summarised below:

- Reduce unnecessary carbon emissions
- Minimise the environmental impact of transport on our community and the wider world.
- Manage, reduce and divert the City’s waste from landfill.
- Aim for affordable, sustainable and carbon neutral energy supplies.

Governance

- Climate change is addressed as part of the sustainability agenda and reported through the Enterprise, Planning & Infrastructure Committee.
- In 2011, the Vice Convener of the Enterprise, Planning & Infrastructure Committee was nominated as the Council’s elected member representative to the North East Scotland Climate Change Partnership.
- Demonstrating support for carbon reduction, the Chief Executive and senior managers sit on the Council’s Carbon Management Strategy Group.
- A review of the Community Planning Partnership led to the establishment of a new Community Planning Partnership and Community Planning Aberdeen Board in June 2011. The previous Challenge Forums were replaced at this time and a new “Greener” theme will cover the sustainable development agenda.

Table 1.0 Aberdeen City Council Climate Change Management



Direct responsibility for climate change actions

Incorporating Climate Change into Key Policy

- The Council's Environmental Policy Team, in Planning & Sustainable Development, plays a corporate role in coordinating mitigation measures and embedding climate change into council policies and strategies. However, responsibility for actions related to climate change is spread across relevant council services.
- All Council plans, policies and strategies undergo Strategic Environmental Assessment to assess their environmental impact, this includes addressing climate change.
- Aberdeen was the first city in Scotland to produce a Climate Change Action Plan in 2002. Since then climate change has become increasingly imbedded in council plans, and strategies. These include:
 - Aberdeen City and Shire Structure Plan 2009, which sets targets for the city region's electricity needs to be met from renewable sources by 2020;
 - The Aberdeen City Waste Strategy (2010 – 2025) which aims for no more than 5% of municipal waste to be landfilled by 2025;
 - The Council's Carbon Management Plan (2010-2015) which sets a carbon reduction target of 23% by 2015. The plan details the baseline of carbon emissions and projects aimed at achieving this target.
 - Encouraging sustainable travel, through the Local Transport Strategy (2008-2012) and Cycling Strategy for Aberdeen City.
 - Recognising the need to build a more resilient natural environment, the Council's Nature Conservation Strategy 2010-2015, has been designed to help halt the decline in biodiversity through nature conservation and assist with tackling greenhouse gas emissions which are contributing to climate change.
- New plans and strategies approved in 2011 underline continued commitment to climate change:
 - An Alternative Energy Strategy for Council Owned Public Buildings was approved by committee in May 2011. The aims of the document are to ensure the Council will continue to undertake energy efficiency measures and install low/ zero carbon technologies in and on Council owned assets, to reduce overall energy consumption and carbon emissions.
 - The proposed Aberdeen Local Development Plan is due to be adopted in 2012. Addressing energy and adaptation issues, this document includes supplementary guidance on waste; renewable and low carbon energy developments; and low and zero carbon buildings.
 - The Council's Open Space Strategy was approved in September 2011. This sets out a vision for new and improved open spaces in the city. The strategy contains a key objective and series of actions to, "Maximise opportunities to mitigate and adapt to climate change and further biodiversity".

- The Councils updated Air Quality Action Plan was approved in March 2011. This includes measures for mitigation and adaptation including: lower emissions through the uptake of cleaner vehicles; encouraging modal shift away from the car as the preferred travel choice; increased awareness of the health impacts of poor air quality and improved traffic management.

Section 1: Aberdeen City Council priorities for the year ahead

- Reduce carbon emissions in line with the Climate Change Scotland Act 2009 and work to meet the responsibilities of the Public Bodies Climate Change Duties.
- The Council will ensure climate change continues to be embedded into council plans, policies and strategies.
- Work will commence on the development of a Council Climate Change Strategy in 2012.
- The proposed Aberdeen Local Development Plan is expected to be adopted in 2012.
- Exchange information on energy efficiency and good practices as a signatory of the Covenant of Mayors 2009 & World Energy Cities Climate Change Accord.
- A workplan focused on waste and carbon reduction is to be developed in 2012 for the new Community Planning "Greener" theme.

Section 2

Reducing the local authority's own 'corporate' greenhouse gas emissions from its estate, services and functions.

Actions to Achieve Reduction Targets

Marischal College

Leading by example, the Council completed the refurbishment of its new headquarter building, Marischal College, in 2011. The building meets BREEAM "Excellent" standards, and includes insulated wall lining, high air tightness, double-glazed energy efficient windows and a heating system fed by biomass boiler.

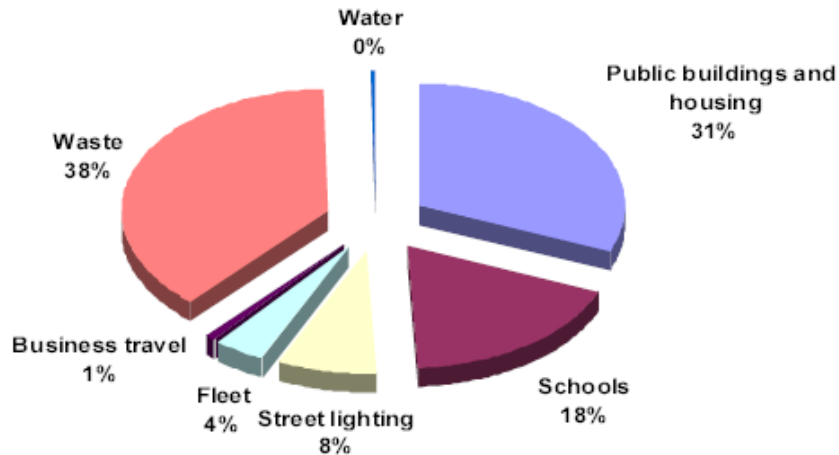
Carbon Management Plan

Aberdeen City Council underlined its commitment to carbon reduction by participating in the Local Authority Carbon Management Programme for a second time in May 2009. In March 2010, the Committee approved the Council's Carbon Management Plan (2010-2015) setting targets of:

- 23% reduction in CO₂ emissions by 2015 (based on 2008/09 emission levels)

- 42% reduction in CO₂ emissions by 2020 (based on 2008/09 emission levels)

Council CO₂ emissions for 2008-2009 were calculated at 118,530 tonnes. A percentage breakdown of this baseline is indicated in the chart below -



Progress in 2011

Annual CO₂ emissions for 2010/11 were 106,603 tonnes CO₂.

Emissions data collated up to April 2011, indicates that the Council has achieved a 10% reduction in its carbon footprint since 2008/09. This is the equivalent of 11,927 tonnes CO₂.

This means the Council is on track to meet its target of a 23% reduction in carbon emissions by 2015 but must continue this trend and further reduce emissions by over 15,000 tonnes by 2015.

Table 2.0

Council Carbon Emissions Reduction		
Emission Source	CO ₂ Reduction (tonnes) 2009/2010	CO ₂ Reduction (tonnes) 2010/2011
Business Travel	5.82	143.6
Fleet	105.83	115.1
Housing	354.9	2036.64
Public Buildings	2,306	Increase of 704.4
Street Lighting	127	increase of 1386.8
Waste	7,665	5762.6
Water	12.2	26.6

Carbon Management Plan Actions to Achieve the Targets

A Carbon Management Plan Annual Review was completed in October 2011, this set out progress on carbon reduction projects and includes -

Business Travel

- A review of essential car user status and parking permits.

- Eco-driving training for 23 staff members in August 2011, which was delivered in partnership with the Energy Savings Trust.
- Expansion of the Council's pool of bicycles and fleet of pool cars, as well as promotion of bus fare cards.
- Implementation of bus and bicycle salary sacrifice schemes.
- Staff participation in sustainable travel initiatives including:
 - Walk to Work Week - May 2011
 - Liftshare Week - October 2011.
 - National Walk at Work Challenge the Challenge.
- Installing electric vehicle charging points at Council headquarters, Marischal College and city shopping centre Union Square.

Fleet

- 10 particulate filters have been fitted to the most polluting Council fleet vehicles.
- 13 corporate vehicles have trialled biodiesel fuel, produced from waste cooking oil.
- From February 2011, all Heavy Goods Vehicle drivers now undergo energy efficient driver training as part of their ongoing training programme.

Public Buildings and Housing

- The Council's Energy Management Team work to reduce the Council's energy consumption, meet UK and Scottish legislative and statutory requirements and support work to deliver the Council's Climate Change obligations.
- Staff from the Council participated in an energy monitoring study with James Hutton Institute (formerly Macaulay Institute). The initiative was designed to raise awareness of home energy consumption.
- Completion of replacement of existing oil and gas heating systems at Duthie Park Winter Gardens with a biomass system.
- Completion of upgrade of an old oil heating system Catherine Street Community Centre with an air source heat pump, as well as insulating property.
- A rolling programme of pipe work and boiler room insulation.
- Energy Performance Certificates were produced for council buildings. These documents are publicly displayed in buildings and published on the council website.

Section 2: Priorities for the year ahead

- Continue progress with the programme of actions outlined in the Council's Carbon Management Plan (2010 – 2015), to reduce CO2 emissions from waste, fleet, business travel, water and public buildings and housing.

Carry out a review on how targets are being met in 2012.

- Approval of the Local Housing Strategy 2011 – 2016. This document will include targets for fuel poverty, energy efficiency, and carbon mitigation.
- Continue council water conservation and energy efficiency programmes.
- Develop a Council Internal Waste Policy to minimise waste in line with Zero Waste Scotland proposals.
- Develop proposals and training to put in place Council Carbon Reduction Champions.

Section 3

Taking action to reduce the emissions from the local authority area

Local Authority Area-Wide Emissions

There are two commonly used methods of looking at area-wide emissions.

- The first, **consumption-based emissions**, is calculated on travel and the goods and services we use.
- The second, **Production-based emissions** - looks at the emissions from industry, transport and domestic energy use.

Consumption Based Emissions

Consumption based emissions are available from the Stockholm Environmental Institute – REAP data. This data is calculated on goods and services used. It is not allocated to the place where the impacts (e.g. factory emissions) are produced.

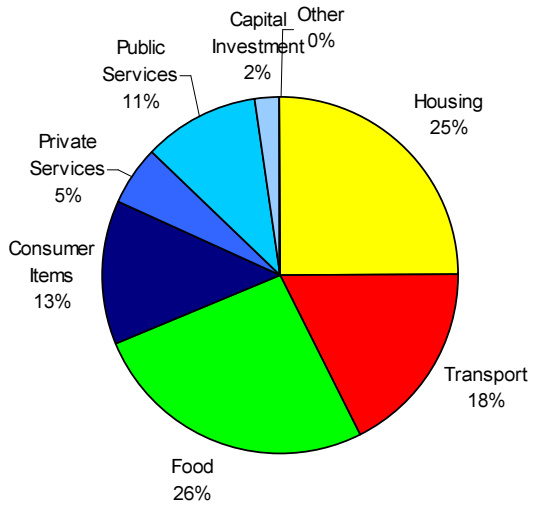
Table 3.0: Per capita consumption based data for Aberdeen (2008)

	PER CAPITA FOOTPRINT		
Aberdeen	Ecological Footprint (gha/capita)	Carbon Footprint (tonnes CO ₂ /capita)	GHG Footprint (tonnes CO ₂ eq/capita)
TOTAL	5.64	12.81	17.35

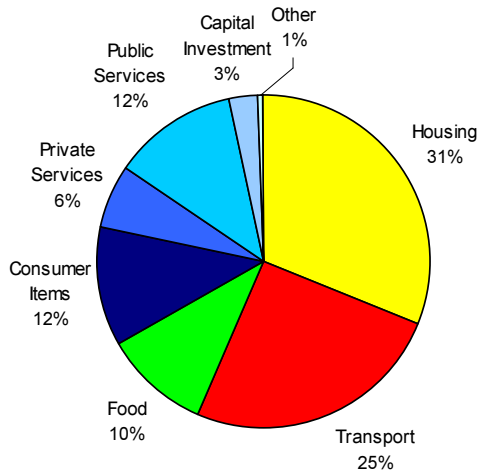
Source: <http://www.resource-accounting.org.uk/downloads/scotland/aberdeen-city>

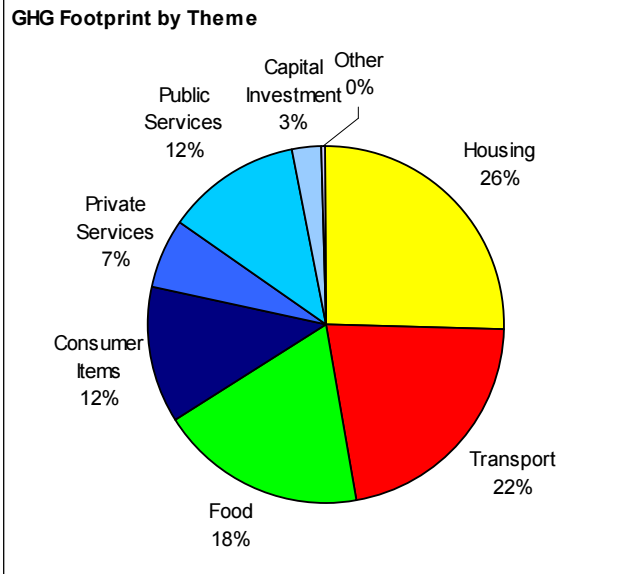
The charts below show the breakdown of the total per capita emission indicated in Table 3.0

Ecological Footprint by Theme



Carbon Footprint by Theme





Production Based CO2 Emissions

The Department of Energy and Climate Change (DECC) has released 2009 data of CO2 emissions for each local authority area in the UK from the following broad source categories:

- Industry, commercial and public sector (including electricity-related emissions)
- Domestic (including electricity related emissions)
- Road transport

Tables 3.1, 3.2 & 3.3: Per capita Local CO2 emission estimates; industry, domestic and transport sectors for Aberdeen 2005 – 2009

Table 3.1

Per Capita Local CO2 Emissions					
	Year	Per capita Industry & Commercial	Per capita – Domestic	Per capita – Road Transport	Per capita - Total
Aberdeen	2005	4.5	2.9	1.6	9.2
	2006	4.5	2.9	1.7	9.1
	2007	4.3	2.8	1.6	8.7
	2008	4.2	2.8	1.5	8.6
	2009	3.8	2.4	1.4	7.7

Source: http://www.decc.gov.uk/en/content/cms/statistics/climate_stats/gg_emissions/uk_emissions/2009_laco2/2009_laco2.aspx.

Table 3.2

Aberdeen Total Per Capita CO2 Emissions

Source: DECC

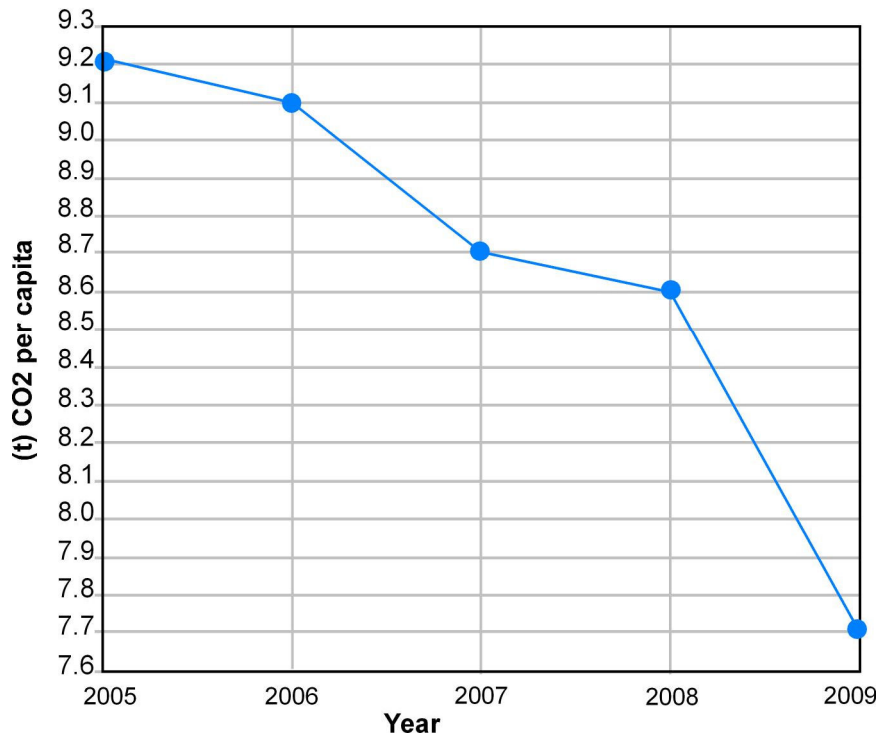
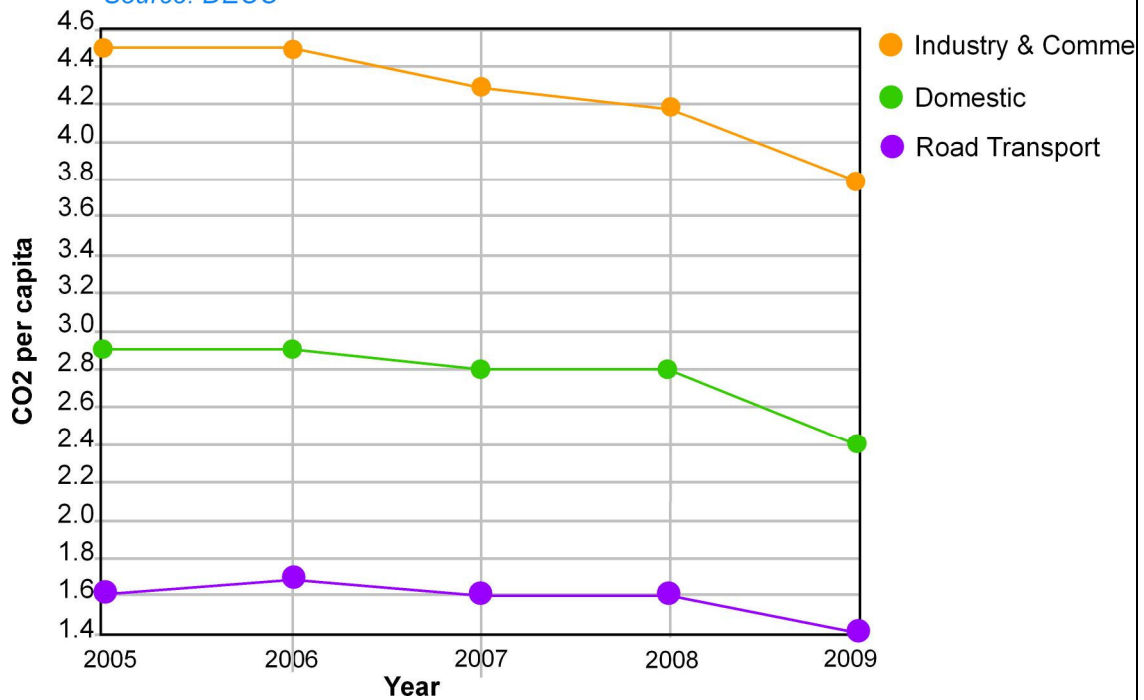


Table 3.3

Aberdeen Per Capita CO2 Emissions Breakdown by sector

Source: DECC



The 2009 per capita data from DECC indicates a downward trend in emissions for the city, with total emissions falling considerably since 2005.

While the total per capita figure for Aberdeen of 7.7 remains higher than the

Scottish average of 7.0. Figures for the domestic and transport sectors both indicate emissions are below the Scottish average.

Actions to reduce emissions from the local authority area

- The tree planting site at Tullos Hill has been selected as one of 16 pilot study sites across the UK for the new Woodland Carbon Code. This initiative aims to create a measurable and fully auditable carbon sequestration scheme over the full life of the woodland. It sets out standards for voluntary carbon sequestration projects that incorporate principles of carbon management as part of sustainable forest management.
Compliance with the code means that woodland carbon projects can provide reliable estimates of the amount of carbon that will be sequestered as a result of the tree planting.

Transport

- The Council is a partner in Getabout, which involves local organisations working together to promote sustainable forms of travel in the region. In 2011, the Council organised a number of events with Getabout, to promote walking, cycling, public transport and car sharing. These included Bike Week 2011 in June 2011 and European Mobility Week in September 2011 when a public event was held in the city centre and bike roadshow events at 3 city schools.
- The Council received funding from Sustrans Scotland to help fund new or improved cycle parking facilities at three schools within the City.
- Construction took place on Phase 1, Haudagain and Auchmill Road sections, of the Aberdeen – Blackburn (A96 Corridor) cycle path. This valuable link will provide a designated cycle route to Bucksburn, a large residential area, and links to existing routes on the A96 through to Dyce and Old Meldrum Road through to Stoneywood.
- Posters and leaflets were circulated in 2011 as part of a programme of education to raise public awareness of the issues surrounding vehicle engine idling.

Energy

- The City's Combined Heat and Power (CHP) Network in Stockethill, Hazlehead and Seaton provides low carbon heat and power for 8 public buildings, 14 multi story blocks and 1,000 homes. The scheme is managed by independent, not-for-profit company - Aberdeen Heat & Power Co Ltd.
In 2011, work commenced to expand the network into the city centre and link in a further 741 flats. This expansion offers the opportunity for other Council buildings, to be served by the scheme in the future.
Overall, CHP has reduced carbon emission from domestic heat and lighting by 42%. This is equivalent to 7.15 tonnes of CO₂ per flat per year.
- The Council continued to work collaboratively and build successful

partnerships with local energy advice initiatives for a city wide approach to energy efficiency. These include –

- SCARF - free, impartial advice and information to householders covering fuel debt, paying for fuel, domestic energy, heating demos, damp, condensation, grants for insulation;
- Aberdeen Care and Repair, Affordable Warmth Scheme - aimed at owner-occupiers who cannot afford to heat their homes adequately. This initiative offers no cost or low interest rate loans for energy efficiency works, where there is no or insufficient grant/ funding support.

Continued work to improve home energy with projects including:

- Victorian Tenement project –energy efficiency scheme for owner-occupiers, tenants of private landlords, private landlords and local authority
- A number of new “short term” energy efficiency schemes for city householders were put in place in 2011 utilising external funding including:
 - A free loft, cavity wall and underfloor insulation scheme covering the Torry, Nigg, Cove neighbourhoods.
 - A city-wide free cavity wall insulation scheme.
 - Council Tax discount scheme offering cashback for switching from high to low carbon heating.
 - Funding support to help those in properties off the gas network to install A-rated gas heating.

Waste

- In recent years a roll out of food waste collections in the city and a move to alternative weekly collections has reduced the amount of waste going to landfill. In 2011, additional waste measures included:
 - Introduction of a wood waste collection at Sclattie Recycling Centre.
 - Establishing a Zero Waste Management Project Board and Zero Waste Management Sub-Committee to deal with strategic waste issues in the Council.
 - Extending recycling collections to include aerosol cans, kitchen foil and foil trays and plastic bottle tops.
- The Council's Waste Aware Team introduced:
 - 4 Neighbourhood recycling points
 - 29 private communal recycling points
 - 13 on-street paper and cardboard bins
 - Attended 59 events and delivered 79 talks and workshops.

Section 3: Priorities for the year ahead

- Complete work to expand the CHP network to the city centre and a further 741 flat is due to be completed in 2012.
- Build on waste reduction and awareness measures and increasing recycling in the city to reduce carbon emissions from waste.
- Continue the work of the Zero Waste Management Project Board dealing with strategic waste issues in the Council.
- Continue a programme of city energy efficiency initiatives and work with local partner organisations to reduce carbon emissions in Aberdeen.
- Commence work on installation of photovoltaic cells at Loirston Primary School.
- Work to meet the requirements of the Woodland Carbon Code at the pilot site at Tullos Hill.

Section 4

Assessing the risks of climate change impacts and working with others to adapt to the impacts of climate change.

Adapting to climate change

- In 2011, city council officers worked with Aberdeenshire Council to develop a Climate Change Study will further embed climate change issues into the next City and Shire Strategic Development Plan. The study recognised climate change as a key challenge to be addressed under the National Planning Framework 2 (NPF2 2009) and includes adaptation as well as mitigation measures.
- The proposed Aberdeen Local Development Plan sets out the planning policies to be applied in promoting the growth of a sustainable city. The document includes specific supplementary guidance which takes into account climatic changes and national guidance on flooding. Adaptation measures included avoiding developments in areas at risk from flooding or that will increase the risk of flooding; and incorporating SUDS into new developments.
Supplementary Guidance on Drainage Impact Assessment was produced on behalf of the North East Scotland Flooding Advisory Group with involvement from Aberdeen City Council, Aberdeenshire Council, Scottish Water and SEPA. A link to the plan and further supplementary guidance indicated in section one of this report can be found at
www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_local_development_plan.asp
- Sustainable Building Standards for council buildings were put in place in 2006. These ensure that new council developments are appropriately

adapted to the potential future impacts of climate change and minimise the impact of flooding, heat gain and reduced water resources. In 2011, steps were taken to further embed these standards by integrating the development of Site Waste Management Plans into building procurement.

- The Council has continued working with local partners including Scottish Water, SEPA, Aberdeenshire Council to progress a Flood Risk Management Plan.
- A Flood Risk Management (Scotland) Act Implementation Progress Report was submitted to Council committee in September 2011.
- Actions that have been completed from the Council's Nature Conservation Strategy Implementation Plan include:
 - Completion of the review of our non-statutory local nature conservation sites which will provide them with better protection.
 - Development of a new Urban and Communities Local Biodiversity Action Plan to help conserve and enhance nature in urban environments, plus, work with and educate local communities that depend and benefit from our natural environment. Working with local communities will help them to adapt to climate change through getting involved with improving their green spaces and helping to increase biodiversity.
 - Completion of Supplementary Guidance for planners and developers on Buffer Strips adjacent to Water Courses of which a benefit is that they reduce run-off into water bodies by storing water and releasing it more slowly, and therefore reducing flooding - an effect that may increase due to climate change. A new Supplementary Guidance on Natural Heritage also covers Sustainable Urban Drainage Systems as beneficial for flood control. It will mean that new developments will be better prepared for the effects of climate change.
- Energetica is an ambitious plan to create a 30 mile renewable energy corridor across the north Aberdeen City and Aberdeenshire. Supporting the development of sustainable communities the Council approved Energetica Placemaking Supplementary Guidance in 2011 as interim planning advice pending adoption of the Aberdeen Local Development Plan. Buildings in the corridor will be expected to demonstrate that energy performance has been carefully considered in the design process.

Section 4: Priorities for the year ahead

- The proposed Aberdeen Local Development Plan is expected to be adopted in 2012.
- Phase 2 of the Council's tree planting programme, under the "Tree for Every Citizen" initiative, is due to be completed in 2012. This builds on the 87,000 city trees which were planted in 2010. The trees will create new

woodlands and extend existing ones. In all, 45 hectares of new woodland will be created.

- Continued implementation of climate change adaptation measures and actions under the Council's Nature Conservation Strategy and Open Space Strategy.
- Continue to meet the requirements of the Flood Risk Management (Scotland) Act 2009.

Section 5

Developing effective partnership working and climate change communications, including producing an annual statement of plans, activities and achievements.

Local Authority Partnership Working on Climate Change

North East Scotland Climate Change Partnership

Aberdeen City Council is a member of the North East Scotland Climate Change Partnership (NESCCP). The NESCCP was formed in 2008 and brings together local public and private sector partners who are working to reduce the impact of climate change and propose options for adapt to climate change in the north east of Scotland. The network of organisations allows knowledge of best practice to be shared by partners. An officer and an elected member from the city council attend the quarterly partnership meetings.

AREG (Aberdeen Renewable Energy Group)

AREG (Aberdeen Renewable Energy Group) aims to ensure that Aberdeen City and Shire and its businesses play a major role in the energy revolution. AREG are currently championing the proposed Aberdeen Offshore Wind Deployment Centre to help the industry capitalise on existing offshore engineering expertise in the City to address the major challenges of implementing large scale offshore wind power developments.

European Partnership Working

Aberdeen is a partner in several European projects which benefit from shared knowledge and experience of European partners, bring funding to the city and help to deliver far reaching change.

This exchange of information with project partners has benefited project development in our own city with measures that will assist with mitigating and adapting to climate change. These projects include –

- **Build with Care**

A 3 year project (2009 – 2012), which is working to mainstream energy efficient building design. The project has brought funding for the

installation of the biomass heating system in the newly refurbished Marischal College. The council has also led on the production of a policy statement which calls for attention to energy efficiency measures in existing buildings. The paper has been adopted by the North Sea Commission and Conference of Peripheral Maritime Regions (CPMR).
www.buildwithcare.eu

- **North Sea SEP (Sustainable Energy Planning)**

A 3 year project (2009 – 2012), which is developing and promoting a model for regional development focused on renewable energy and energy efficiency. The project is working to develop practical tools for planning and decision-making in energy provision. For Aberdeen, this has meant the development of a heat-mapping tool for the city which will help plan the extension of the Combined Heat and Power (CHP) scheme and identify areas suitable for renewable heat installations.

www.northseasep.eu

- **MUSIC – (Mitigation in Urban Areas Solutions for Innovative Cities)**

This 3 year project (2010 – 2013) involves academic partners working with 5 European cities, including Aberdeen. The aim is to develop an energy or sustainable city vision and action plan for each city using transition management, working with key city stakeholders through a series of workshops. In addition the project will:

- Create a GIS information system that will incorporate energy data into urban and energy planning for Aberdeen.
- Provide funding to install a renewable energy solution in a city school, Loirston Primary, to improve energy performance and enhance education.

www.themusicproject.eu

- **Care North**

Aberdeen is a partner in this project 2009 – 2012, which is examining the potential effects of a range of sustainable transport options for the city, and the impact these would have on CO2 emissions. This includes a study into the feasibility of a Low Emission Zone in the city.

www.care-north.eu

- **IMCORE**

In 2011, the Council completed its role as a couplet partner on in the IMCORE (Innovative Management for Europe's Changing Coastal Resource) European project. The project looked at adapting to coastal change with a focus on local level challenges and approaches. The Council provided expert knowledge to project partner Aberdeen University.

www.imcore.eu/

The Council is also involved in two projects which are helping to build a more resilient environment which can adapt to the changes climate change may bring. These are -

- **Sustainable Urban Fringes (SURF)**

Aberdeen is leading this project (2009 – 2012) which is working to deliver policy recommendations that recognise the role and value of urban fringes. In Aberdeen, an urban fringe project on the River Don is improving connectivity and delivering improvements to the open spaces and networks surrounding the River Don.

www.sustainablefringes.eu

- **Periurban Parks**

Aberdeen is a partner in the Periurban Parks project (2009 – 2012). This initiative is looking at the creation and management of parks in natural suburban areas and examining how redevelopment in these areas can impact positively on the environment and on halting biodiversity loss.

www.periurbanparks.eu

Aberdeen City Council works to raise awareness of climate change through a range of communication tools.

Internal Communications

- A new regular online Carbon Management Bulletin has been produced to help raise staff awareness of carbon management and resource efficiency. In total, 5 bulletins were produced in 2011, giving details on some of the projects that are being undertaken to reduce the Council's carbon footprint.
- The Council has signed up to take part in the Carbon Trust Awareness Campaign Programme. Planning is underway by the in-house delivery team for an awareness campaign which is due to be launched early in 2012.
- The Council participated in Climate Week 2011 (21-27 March) distributing internal information for staff on climate change. This builds on existing information which is available on the council intranet, website and through displays and information material.

External Communications

- Information on climate change is available on the City Council website.
http://www.aberdeencity.gov.uk/planning_environment/environment/your_environment/cma_youenviron_climate.asp
- Articles including energy efficiency and climate change are produced in Our Green Times - a 4 page environmental news supplement, distributed quarterly through a local free newspaper to all homes in Aberdeen.
http://www.aberdeencity.gov.uk/planning_environment/environment/your_environment/cma_youenviron_Greentimes.asp
- The Council's Home Energy officers, offer energy efficiency advice to householders of all tenure types in Aberdeen.

- The Council participated in Earth Hour, in March 2011 when floodlights on Wallace Monument, St Mark's Church and the St Nicholas Kirkyard façade were switched off for the weekend, surpassing the 1 hour requirement of this global initiative.
- Aberdeen City Council worked with COSLA (Convention of Scottish Local Authorities), SCDI (Scottish Council for Development and Industry), SLAED (Scottish Local Authorities Economic Development) to host a conference, EMPOWERING SCOTLAND: Maximising the Potential of Public Assets for Low Carbon Energy, in Aberdeen in June 2011. The event demonstrated Scottish Local Authorities commitment to a low carbon agenda and new statutory duty on climate change.
- An officer from Aberdeen City Council participated in a panel session as part of the Royal Society of Edinburgh (RSE) in November 2011. The session focused on climate change and land use, concentrating on the role of land use in facing up to climate change and the impact and implementation of the Scottish Government's Land Use Strategy.
- Over 10,000 attended Aberdeen's annual All –Energy exhibition and conference in May 2011. The event promotes low carbon energy solutions. Aberdeen City Council in partnership with Aberdeen Renewable Energy Group (AREG) and Aberdeenshire Council were represented on the 'Aberdeen City and Shire Pavilion' alongside a wide range of local businesses and organisations.

Section 5 Priorities for the year ahead

- Continue to build on partnership working to exchange best practice and build mitigation and adaptation measures in the north east of Scotland.
- Several of our European partnership projects are due for completion in 2012:
 - Build with Care to be completed March 2012.
 - North Sea Sustainable Energy Planning to be completed August 2012.
 - Peri-Urban Parks to be completed October 2012.
 - Sustainable Urban Fringes to be completed August 2012.
- Continue work through a transition management process as part of the MUSIC project, to develop a sustainable city vision with key stakeholders in Aberdeen.
- Participate in climate change awareness raising national campaigns for 2012 including; Climate Week and Earth Hour.
- Implementing a Council Carbon Reduction Campaign, as part of the Council's Carbon Trust Awareness Campaign Programme.
- Support and contribute to the work of the North East Scotland Climate Change Partnership.

Climate Change Progress Highlights of the Past Year

- A 10% reduction in carbon emissions has been achieved through the Council's Carbon Management Plan. This ensures the plan is on track to deliver a 23% reduction in emissions by 2015.
- The Council's work to cut carbon emissions has earned a best practice certificate at the European Public Sector Awards (EPSA) in 2011. The submission A Step Change: Aberdeen City Council's Leadership for a Low Carbon Economy earned the best practice certificate under the Going Green theme.
- The Council was a finalist in the Scottish Green Awards, Best Green Public Service category. This award application highlighted some of the Council's carbon reduction initiatives; including the Council's Carbon Management Plan and CHP network.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 st January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Draft River Don Corridor Framework Supplementary Guidance, in support of the Proposed Aberdeen Local Development Plan.
REPORT NUMBER:	EPI/12/025

1. PURPOSE OF REPORT

- 1.1 The Planning etc. (Scotland) Act 2006 paragraph 22 (1) states that a planning authority may adopt and issue guidance in connection with a local development plan. Aberdeen City Council has already prepared a number of draft Supplementary Guidance documents and has consulted on many of these alongside the Proposed Aberdeen Local Development Plan for a period of 16 weeks (between 24th September 2010 and 17th January 2011).
- 1.2 The purpose of this report is to obtain Committee approval for a new item of draft Supplementary Guidance, the River Don Corridor Framework, to be issued for public consultation. This document has been prepared in support of the Aberdeen Local Development Plan (LDP). The public consultation to be undertaken will last for a minimum statutory six weeks. This document provides one means to guide and assess development proposals affecting the River Don Corridor.
- 1.3 Due to the size of these Supplementary Guidance documents, hard copies have not been attached to this report but are available in the Members' Lounge and from the Local Development Plan team. Full copies of the draft Supplementary Guidance can also be accessed from: http://thezone/PI/SL_stratlead_reports.asp

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
 - (a) Approve the draft River Don Corridor Framework Supplementary Guidance document for a minimum of six weeks' public consultation.
 - (b) Agree that following completion of a public consultation, any comments received and subsequent amendments to the draft

Supplementary Guidance be presented to a future meeting of the Committee for approval.

3. FINANCIAL IMPLICATIONS

- 3.1 This draft Supplementary Guidance has been developed through the Sustainable Urban Fringes (SURF) Aberdeen project, a demonstration element of the wider European Union SURF Project, for which Aberdeen City Council is the Lead Partner. The SURF Project is 50% funded by the European Regional Development Funds IVB North Sea Region programme. While there are no direct financial implications arising from this report, costs incurred through consultation and publicity related to the proposed guidance will be met through the existing SURF Aberdeen project budget (C27122).

4. OTHER IMPLICATIONS

- 4.1 There are no known legal or equipment implications arising from this report.
- 4.2 As a major landowner in the city, proposals for the development of land and assets owned by Aberdeen City Council will be subject to assessment in line with the principles and standards set out in the Supplementary Guidance, where applicable.
- 4.3 The progression of this Supplementary Guidance document will provide a clear area based framework for decision making, allowing comprehensive guidance for both applicants and officers, thereby making a significant contribution towards the Council's aim of promoting and achieving sustainable development. Detailed Supplementary Guidance also has value in reducing officer time spent on pre-application discussions.
- 4.4 The proposed River Don Corridor Framework Supplementary Guidance brings clear environmental, social and economic benefits to the River Don Corridor, and Aberdeen. It is intended to guide and inform officers in their assessment of the access, recreational, landscape, cultural and historical, environmental, wildlife and community engagement implications of any given development proposal within the Corridor, thereby effectively driving improvements the these aspects of the Corridor and the quality of the Corridor overall.
- 4.5 This item of new draft Supplementary Guidance has been pre-screened under the Strategic Environmental Assessment (SEA) process. Council officers, including the SEA Co-ordinator, maintain the opinion that a full SEA is not required for this Guidance. Full confirmation of this is still being awaited from the SEA consultees. If it is deemed necessary that an SEA be carried out, the Guidance will be accompanied by the required environmental report as a part of the public consultation process.

5. BACKGROUND/MAIN ISSUES

- 5.1 The Council agreed the content of the Proposed Plan on 18 August 2010. The Proposed Plan was a critical stage in the plan preparation process and was the result of a significant amount of assessment and public consultation.
- 5.2 Those items of Supplementary Guidance to be carried over from the extant Aberdeen Local Plan have been subject to public consultation and are the subject of separate reports, depending on whether further consultation is required on changes made. The draft River Don Corridor Framework Supplementary Guidance document has been newly produced through the Sustainable Urban Fringes Aberdeen project which has included extensive local community consultation, in part, helping to guide the Framework's direction and content. Full public consultation is now required to gain the views of all stakeholders on the guidance proposed.
- 5.3 The purpose of this Supplementary Guidance document is to provide further information and detail in respect of policies set out in the Local Development Plan, in accordance with the Scottish Government's intention that the Local Development Plan itself focuses on vision, the spatial strategy, overarching and other key policies, and proposals.
- 5.4 The draft River Don Corridor Framework Supplementary Guidance is intended to support the Green Space Network Policy NE1, as contained in the Proposed Plan. As this Policy makes clear, 'The natural environment and open spaces are important for landscape, natural heritage and wider social, health, economic and environmental reasons, such as adapting to climate change and helping to improve air and water quality.' This Framework is area specific and primarily integrates aspects of the Core Paths Plan, Open Space Strategy, Nature Conservation Strategy as well as other strategies, policies and plans that help deliver a high quality natural environment and access to good quality open spaces, making the River Don Corridor a place where people want to live, work and invest. It sets out the Vision, Aims, Objectives and Spatial Plan in relation to the access, recreational, landscape, cultural and historical, environmental, wildlife and community engagement aspects of the River Don Corridor.

6. IMPACT

- 6.1 The Local Development Plan continues to support the vision of Aberdeen becoming an even more attractive place to live and in which to do business and will ensure that high quality employment opportunities exist. This process aspires to improve the access that the people of Aberdeen have to high quality services that meet their needs. The development and refinement of fit for purpose Supplementary Guidance to assist the Aberdeen Local Development Plan is

paramount to supporting this vision and achieving the goals that Aberdeen aspires to.

- 6.2 The vision for Aberdeen is to be a city which is vibrant, dynamic and forward looking – an even better place to live and work, where people can expect high-quality services that meet their needs. This means making a visible difference to the quality of the city’s urban and natural environment by promoting high quality development and providing an effective infrastructure to make us a world class strategic location.
- 6.3 To do this we must think strategically, facilitate development, engage positively with communities and the business sector and be open and transparent in our decision making. We also have a key role in delivering the vision for the City and Shire as expressed through regional plans and strategies. Planning and Sustainable Development is tasked with seeing that Aberdeen stays at the forefront of planning for the future.
- 6.4 The Supplementary Guidance represented in this report relates to the following Single Outcome Agreement objectives: 1- We live in a Scotland that is the most attractive place for doing business in Europe; 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; 13- We take pride in a strong, fair and inclusive national identity; and 15- Our public services are high quality, continually improving, efficient and responsive to local people’s needs.
- 6.5 The Supplementary Guidance represented in this report meets the vision of the Community Plan in promoting a strong image of the City and a sense of civic pride.
- 6.6 The Supplementary Guidance represented in this report supports the Council’s 5 year Business Plan in terms of protecting and enhancing our high quality natural and built environment, attracting visitors, workers and investment to protect the economic future of the city, and, to facilitate new development projects to improve Aberdeen’s living and working environment.
- 6.7 An equalities and human rights impact assessment (EHRIA) has been carried out in relation to the proposed Supplementary Guidance. The Summary of the EHRIA is provided below, with the full results included as Appendix 1 to this report.
- 6.8 EHRIA Summary: “This Framework sets the vision, context and mechanisms for the long-term improvement of the River Don Corridor; for people, the economy and the environment. The Equalities and Human Rights Impact Assessment process has highlighted potential

benefits in terms of improving community cohesion and empowerment. It has also identified positive impacts for those with disabilities and older and younger generations in relation to improving the quality and number of access and recreational opportunities. It has identified only neutral impacts for all other groups. Monitoring and review of the Framework will take place alongside that of the Local Development Plan in a five yearly cycle. Any opportunities to increase positive impacts, or mitigate or reduce negative impacts may be identified through the monitoring process. Attempts will be made address the impacts identified and improve the Framework and its implementation as part of the review process.”

7. BACKGROUND PAPERS

- Aberdeen Local Development Plan – Proposed Plan
http://www.aberdeencity.gov.uk/Planning/ldp/pla_aldp_document_map.asp
- Aberdeen Local Development Plan – Proposed Action Programme
<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=31716&slD=14342>
- Aberdeen City and Shire Strategic Development Planning Authority: Aberdeen City and Shire Structure Plan
<http://www.aberdeencityandshire-sdpa.gov.uk/nmsruntime/saveasdialog.asp?IID=423&slD=149>
- Planning etc. (Scotland) Act 2006
http://www.opsi.gov.uk/legislation/scotland/acts2006/asp_20060017_en_1
- Scottish Planning Series: Planning Circular 1/2009: Development Planning
<http://www.scotland.gov.uk/Resource/Doc/261030/0077887.pdf>
- The Town and Country Planning (Development Planning) (Scotland) Regulations 2008
http://www.opsi.gov.uk/legislation/scotland/ssi2008/ssi_20080426_en_1

8. REPORT AUTHOR DETAILS

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Equality and Human Rights Impact Assessment - the Form

Eight steps to an equality and human rights impact
assessment



There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form.

STEP 1: Identify essential information (To complete this section please use the notes on page 8 of the guide to the Equality and Human Rights Impact Assessment.)

1. Name of function, policy or procedure

River Don Corridor Framework

2. Is this function, policy or procedure New Reviewed

3. Officers completing this form

Name	Designation	Service	Directorate
Louise MacSween	Planning Trainee	Planning and Sustainable Development	EP&I

4. Date of Impact Assessment 8 December 2011

5. Lead council service(s) involved in the delivery of this function, policy, procedure

Planning and Sustainable Development

6. Who else is involved in the delivery of this function, policy or procedure? (for example other Council services or partner agencies) **(if none go to question 8)**

External agencies:

Scottish Environmental Protection Agency (SEPA)
Forestry Commission Scotland (FCS)
River Don Trust
Aberdeen Greenspace Trust

Internal Council services:

Enterprise, Planning & Infrastructure: Economic Business Development
Housing & Environment: Environmental Services
Education Culture & Sport: Communities, Culture & Sport.

7. How have they been involved in the equality and human rights impact assessment process?

The organisations and services listed above have not been directly involved in a formal EHRIA process. They have been involved throughout the development of the Framework and have directed its development to ensure no negative and overall either neutral or positive impacts, where possible and relevant, for all.

STEP 2: Outline the aims of the function, policy or procedure (To complete this section please use the notes on pages 9 -10 of the guide to the Equality and Human Rights Impact Assessment.)

8. What are the main aims of the function, policy or procedure? Please list

This Interim Planning Guidance sets out the framework to create an integrated green network of improved and / or well designed and managed open spaces along the River Don Corridor - for the benefit of people, the economy and the environment.

This document provides information on the following issues:

- open spaces;
- access and recreation;
- biodiversity and environmental improvement;
- climate change mitigation and adaptation;
- community engagement and empowerment; and
- local and regional perceptions of open space.

9. Who are the main beneficiaries of the function, policy or procedure? Please list

The main beneficiaries are local communities (residential / educational / business) and visitors. Also, but less so, city wide residents.

10. Is the function, policy or procedure intended to increase equality of opportunity by permitting positive action or action to redress disadvantage?

Yes

No

Give details

This document sets the framework for the long-term improvement of the River Don Corridor, specifically its natural assets, and in doing so encourages positive action and action to redress disadvantage in the following ways:

- improve the number and quality of access opportunities for all, to and along the Corridor;
- improve the number and quality of recreational opportunities within the Corridor;
- improve environmental quality and mitigate and adapt to the risks of the negative impacts of climate change across the Corridor; and
- encourage community engagement in the design and management of the open spaces within the Corridor, and the activities that take place within them;

The above seek to support community cohesion and empowerment and facilitate the improvement of health and well-being. These take place in part in, or adjacent to, areas of multiple deprivation; e.g. Tillydrone and Seaton.

11. What impact will the function, policy or procedure have on promoting good relations and wider community cohesion?

One of the explicit aims of the Framework is to 'engage and empower communities [residential / educational / business] to take an active role in planning and managing their local greenspace resources'. By their very nature, the activities associated with this aim encourage dialogue between disparate elements of a community and in doing so are likely to strengthen community empowerment and cohesion.

STEP 3: Gather and consider evidence (To complete this section please use the notes on pages 11 - 12 of the guide to the equality and human rights impact assessment)

12. What evidence is there to identify any potential positive or negative impacts?

Evidence	Details
Consultation	<p>Development of the Framework has included the utilisation of existing consultations exercises that have taken place focussing on the Corridor itself. In addition, City wide consultations that related to the themes within the Framework have also been utilised, i.e. the Core Paths Plan, Open Space Strategy and Neighbourhood Community Action Plans.</p> <p>Extensive consultation has taken place on the development of this specific Framework. Various geographical and communities of interest, including business and third sector organisations have been involved in a series of River Don Corridor Network meetings in 2011/12 to consider the Strengths, Weaknesses, Opportunities and Threats in relation to the River Don Corridor. These meetings have helped to guide the nature, direction and content of the Framework.</p> <p>18 specific Outreach Sessions have also taken place, consisting of detailed consultation with specific interest groups where they expressed a desire to do so.</p> <p>Ongoing consultation will take place in early 2012 as the Interim Planning Guidance goes through the statutory public consultation process.</p>
Research	<p>The Framework has been Screened through the Strategic Environmental Assessment (SEA) process.</p> <p>International spatial planning and stakeholder engagement experts have also collaborated in the development of the Framework.</p> <p>National, regional and local strategies, policies, plans and guidance has also been consulted and considered in development of the Framework.</p>
Officer knowledge and experience (including feedback from frontline staff)	<p>Frontline officers from across a range Council services have been consulted on the Framework.</p> <p>This consultation has led to feedback regarding mitigation of negative and the maximising of positive potential impacts.</p>

	Officers across the teams within the Planning & Sustainable Development Service have also brought to bear their considerable experience in development and implementation of planning guidance.
Equality monitoring data	<p>Limited data was captured concerning the demographics of the consultees – where they chose to provide this information.</p> <p>The Scottish Index of Multiple Deprivation (SIMD) data sets were utilised to guide the nature and content of the Framework within specific geographical zones.</p>
User feedback (including complaints)	<p>There has been overwhelmingly positive feedback on the process of developing the Framework, and the content of the Framework itself.</p> <p>There have been no complaints received in either of the above respects.</p>
Other	None

STEP 4: Assess likely impacts on equality strands (To complete this section please use the notes on pages 13 –14 of the guide to the Equality and Human Rights Impact Assessment)

13. Which, if any, equality target groups and others could be affected by this function policy or procedure? Place the symbol in the relevant box.

Equality Target Group	Positive Impact(+)	Neutral Impact (0)	Negative Impact(-)
Race*		√	
Disability	√		
Gender **		√	
LGB***		√	
Belief		√	
Younger	√		
Older	√		
Others		√	

* Race include Gypsies/Travellers

** Gender includes Transgender

*** LGB: Lesbian, Gay and Bisexual

14. From the groups you have highlighted above, what positive and negative impacts do you think the function, policy or procedure might have?

Detail the impacts and describe the groups affected.

Positive impacts (describe groups affected)	Negative Impacts (describe groups affected)
<p>The framework supports the development of all abilities access to and along the River Don and in doing so has the potential to impact positively on those with disabilities and older people.</p> <p>The framework also encourages the use of open spaces for outdoor learning and recreation thereby has the potential to positively impact on younger people also.</p>	<p>None</p>

STEP 5: Apply the three key assessment tests for compliance assurance (To complete this section please use the notes on pages 15 – 17 of the guide to the Equality and Human Rights Impact Assessment.)

15. Does this policy/procedure have the potential to interfere with an individual's rights as set out in the Human Rights Act 1998? State which rights might be affected by ticking the appropriate box(es) and how. **If you answer "no", go to question 19.**

- Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment
- Article 6 – Right to a fair and public hearing
- Article 8 – Right to respect for private and family life, home and correspondence
- Article 10 – freedom of expression
- Other article not listed above

How?

Legality

16. Where there is a potential negative impact is there a legal basis in the relevant domestic law?

Not applicable

Legitimate aim

17. Is the aim of the policy a legitimate aim being served in terms of the relevant equality legislation or the Human Rights Act?

Not applicable

Proportionality

18. Is the impact of the policy proportionate to the legitimate aim being pursued? Is it the minimum necessary interference to achieve the legitimate aim?

Not applicable

STEP 6: Monitor and review (To complete this section please use the notes on page 18 of the guide to the Equality and Human Rights Impact Assessment).

19. How will you monitor the implementation of the function, policy or procedure? (For example, customer satisfaction questionnaires)

The Framework is accompanied by an Implementation Plan. This Plan outlines the delivery mechanisms for the Framework and will act as a baseline for future monitoring and review processes. The future monitoring and review of the Framework and its implementation will take place alongside the monitoring and review of the Local Development Plan and associated Planning Guidance on a five year cycle.

20. How will the results be used to develop the function policy or procedure?

The results from any monitoring exercise will feed into the review process of the Framework and its future implementation.

21. When is the function, policy or procedure due for review?

The Framework will be reviewed in line with the five year cycle for the Local Development Plan and associated Planning Guidance.

STEP 7: Report results and summary of EHRIA to the public (To complete this section please use the notes on page 19 of the guide to the Equality and Human Rights Impact Assessment).

22. Where will you publish the results of the Equality and Human Rights Impact Assessment?

Please indicate as follows by ticking the appropriate box(es).

Summary of EHRIA will be published in committee report under section “Equality Impact Assessment”

Full EHRIA will be attached to the committee report as an appendix

Summary of EHRIA to be published on council website within relevant service pages

Other, please state where:

None

23. Please summarise the results of the Equality and Human Rights Impact Assessment and give an overview of whether the policy, procedure or function will meet the Council’s responsibilities in relation to equality and human rights. This summary needs to include any practical actions you intend to take / have taken to reduce, justify or remove any adverse negative impacts.

This Framework sets the vision, context and mechanisms for the long-term improvement of the River Don Corridor; for people, the economy and the environment. The Equalities and Human Rights Impact Assessment process has highlighted potential benefits in terms of improving community cohesion and empowerment. It has also identified positive impacts for those with disabilities and older and younger generations in relation to improving the quality and number of access and recreational opportunities. It has identified only neutral impacts for all other groups. Monitoring and review of the Framework will take place alongside that of the Local Development Plan in a five yearly cycle. Any opportunities to increase positive impacts, or mitigate or reduce negative impacts may be identified through the monitoring process. Attempts will be made address the impacts identified and improve the Framework and its implementation as part of the review process.

STEP 8 SIGN OFF (To complete this section please use the notes on page 20 of the guide to the Equality and Human Rights Impact Assessment)

The final stage of the EHRIA is to formally sign off the document as being a complete, rigorous and robust assessment.

Person completing the impact assessment

Name	Date	Signature
Louise MacSween	8 December 2011	

Quality check: document has been checked by

Name	Date	Signature
Sinclair Laing	8 December 2011	

Head of Service (Sign-off)

Name	Date	Signature
Margaret Bochel		

Now –

Please send a copy of your completed EHRIA form together with the Policy/Strategy/Procedure to:

Head of Service
Community Planning and Regeneration,
Strategic Leadership
Aberdeen City Council
St. Nicholas House
Broad Street
Aberdeen
AB10 1GZ

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Adoption of Supplementary Guidance as interim planning guidance in support of the Aberdeen Local Development Plan
REPORT NUMBER:	EPI/12/026

1. PURPOSE OF REPORT

- 1.1 The Planning etc. (Scotland) Act 2006 paragraph 22 (1) states that a planning authority may adopt and issue guidance in connection with a local development plan. Aberdeen City Council has already prepared a number of draft Supplementary Guidance documents and has consulted on 49 of these alongside the Proposed Aberdeen Local Development Plan for a period of 16 weeks (between 24th September 2010 and 17th January 2011).
- 1.2 This committee report relates to 8 draft Supplementary Guidance documents which have recently been subject to a public consultation. The draft Supplementary Guidance documents were subject to an eight week public consultation period which ran from 21st September to 16th November 2011. This public consultation was agreed at the Enterprise, Planning and Infrastructure Committee on 13th September 2011 (Agenda item 7.5 and Agenda item 7.6).
- 1.3 Six of these draft Supplementary Guidance documents were being consulted on for the second time; this was necessary in order to make the public aware of amendments that had been made to the documents since their initial consultation period. These documents are: Air Quality, Harmony of Uses, Low and Zero Carbon Buildings, Shopfront Security, Shopfront and Advertisements Design Guide and Transport and Accessibility. The other two draft documents were new and were being consulted on for the first time. These documents are: Archaeology and Planning and Natural Heritage.
- 1.4 Following analysis of the representations received during the consultation, these 8 draft Supplementary Guidance documents are

now proposed for adoption as interim planning guidance. These documents received both supportive comments and objections and have been subject to either no amendment or only very minor amendment following the consultation.

1.5 A summary of the representations received on these draft Supplementary Guidance documents during the consultation period, officers' recommended responses to these representations and a list of all other minor amendments made are attached at Appendix 1 of this report.

1.6 Due to the size of all of the Supplementary Guidance documents, hard copies have not been attached to this report but are available in the Members' Lounge and from the Local Development Plan team. Full copies of the draft Supplementary Guidance can be also accessed from http://thezone/PI/SL_stratlead_reports.asp

2. RECOMMENDATION(S)

2.1 It is recommended that the Committee:

- a) Note the representations received on the draft Supplementary Guidance documents;
- b) Approve officers' responses to representations received on the draft Supplementary Guidance documents;
- c) Adopt the Supplementary Guidance documents listed in this report as interim planning advice and pending adoption of the Aberdeen Local Development Plan, agree for officers to send the Supplementary Guidance documents to be ratified by the Scottish Government; and
- d) Agree that, if further significant amendments are required to any of the Supplementary Guidance documents following the publication of the Reporters' Report into the Examination of the Local Development Plan, officers re-consult on the amended documents prior to final adoption by Committee.

3. FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications arising from this report. Any future publication costs can be met through existing budgets.

4. OTHER IMPLICATIONS

4.1 This is the continuation of a significant piece of work that has involved and will impact upon many other council services, public bodies, the business and development industries and the citizens of Aberdeen. An Action Programme has been prepared to consider the implementation of the Proposed Plan and Supplementary Guidance.

- 4.2 The progression of these Supplementary Guidance documents will provide a clear framework for decision making, allowing comprehensive guidance for both applicants and officers, thereby making a significant contribution towards the Council's aim of promoting and achieving sustainable development. Detailed topic-based Supplementary Guidance also has value in reducing officer time spent on pre-application discussions.

5. BACKGROUND/MAIN ISSUES

- 5.1 The 8 Supplementary Guidance documents that are proposed for adoption as interim planning guidance are named and detailed below with a summary of any amendments that have been made to the document, either as a result of representations received during the public consultation period or by officers to provide greater clarity. *Please see Appendix 1 for a table outlining a summary of the representations received, the responses to these and any other minor amendments officers have made.*

Air Quality

- 5.2 The aim of the Air Quality Supplementary Guidance is to provide guidance on the way in which air quality and air pollution issues will be dealt with through the planning system. A total of 3 representations were received, 1 from Stewart Milne Homes, 1 from Homes for Scotland and 1 from the Scottish Environment Protection Agency. The issues raised through these representations were not felt to require any amendments to be made to the document. A minor amendment has been made by officers in the 'Related Links' section to update a web-address.

Harmony of Uses

- 5.3 This Supplementary Guidance covers many licensing and mixed-use issues within and outwith the City Centre. It provides guidance on the circumstances where development proposals for specific uses may be permitted in the City, as well as the issues that might need to be addressed when a proposal has the potential to conflict with neighbouring land uses. Several issues are covered in this document: Hot Food Takeaways; Liquor Licensed Premises (with exceptions to hotels, restaurants, cafes and off-licenses); Street cafes; Amusement Centres and Arcades; Living/ Working Above or Below a Business; and Residential Developments in the City Centre. No representations were received and no minor amendments have been made.

Low and Zero Carbon Buildings

- 5.4 The purpose of this Supplementary Guidance is to provide the methodology for developers to demonstrate compliance with Aberdeen Local Development Plan policy R7, which requires all new buildings to

install low and zero carbon generating technology. A total of 4 representations were received, 1 from Stewart Milne Homes, 1 from Homes for Scotland, 1 from Bancon and 1 from the Scottish Environment Protection Agency. One of the issues raised by Stewart Milne Homes and Homes for Scotland was accepted and the document has been amended accordingly. No other minor amendments have been made.

Shopfront Security

- 5.5 This Supplementary Guidance provides the basis for development management decision making for shopfront security. No representations were received and no minor amendments have been made.

Shopfront and Advertisements Design Guide

- 5.6 The aim of the Supplementary Guidance is to give advice and guidance to those who are proposing shopfront alterations and/ or the erection of signs on shopfronts. No representations were received and no minor amendments have been made.

Transport and Accessibility

- 5.7 This document examines a number of transport and accessibility issues that may have to be considered as part of a planning application and should be read in conjunction with the Aberdeen Local Development Plan and the Local Transport Strategy. A total of 4 representations were received, 1 from Stewart Milne Homes, 1 from Homes for Scotland, 1 from Transport Scotland and 1 from Richard Bush (Chartered Town Planner). Some of the issues raised by these representations have been accepted and the document has been amended accordingly. Several minor amendments have been made by officers in the 'Travel Plan', 'Parking' and 'Driveways Guide' section to add clarity and/or correct minor errors.

Archaeology and Planning

- 5.8 The draft Supplementary Guidance on Archaeology and Planning gives advice and guidance regarding development proposals within or close to archaeological sites and Scheduled Monuments. The guidance sets the parameters whereby planning permission would be granted. A previous draft of the proposed Supplementary Guidance on this topic was consulted on for just over 16 weeks as part of the Aberdeen Local Development Plan – Proposed Plan. Although no representations were received, officers determined that the draft guidance could be more robust, presenting more explicit and well-structured guidance for both officers and applicants. The Supplementary Guidance that this report refers to represents a marked change from the previous draft and so has been considered as an entirely new document. The new guidance

outlines a stronger and clearer position on relevant criteria that would be applicable when determining a planning application within or close to archaeological sites and Scheduled Monuments. 1 representation was received from the Scottish Government. This representation asked for references to 'Scheduled Ancient Monuments' to be changed to 'Scheduled Monuments', this has been accepted and the document has been amended accordingly. No other minor amendments have been made.

Natural Heritage

- 5.9 The draft Natural Heritage Supplementary Guidance is intended to support Natural Heritage Policy NE8, as contained in the Proposed Aberdeen Local Development Plan. This new document sets out the Council's various legal obligations on aspects of the natural environment, sets out the principles which underpin successful protection of natural heritage assets, identifies designated sites and protected species present within the City area and sets out what will be required of applicants where such designations or species may be affected by development. 3 representations were received in total, 1 from the Scottish Environment Protection Agency, 1 from Scottish Natural Heritage and 1 from RSPB Scotland. Several of the issues raised by these representations have been accepted and the document has been amended accordingly. No other minor amendments have been made.

6. IMPACT

- 6.1 The Local Development Plan and associated Supplementary Guidance will support the vision of Aberdeen becoming an even more attractive place to live and in which to do business and will ensure that high quality employment opportunities exist. This process aspires to improve the access that the people of Aberdeen have to high quality services that meet their needs.

- 6.2 Given the wide range of policy areas the Proposed Aberdeen Local Development Plan and associated Supplementary Guidance covers, an Equality and Human Rights Impact Assessment was carried out on the Proposed Plan, it showed that there will be some positive impacts of the Plan on a range of equalities groups. The Equality and Human Rights Impact Assessment is available to view on the City Council's website at http://www.aberdeencity.gov.uk/Planning/ldp/pla_aldp_tech_appendix.asp or a hard copy can be obtained from the Local Development Plan Team.

7. BACKGROUND PAPERS

- Appendix 1 - Summary of representations received, officers' responses and a list of all other minor amendments

Aberdeen Local Development Plan – Proposed Plan

http://www.aberdeencity.gov.uk/Planning/ldp/pla_aldp_document_map.asp

Aberdeen Local Development Plan – Proposed Action Programme

<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=31716&slD=14342>

Aberdeen City and Shire Strategic Development Planning Authority: Aberdeen City and Shire Structure Plan

<http://www.aberdeencityandshire-sdpa.gov.uk/nmsruntime/saveasdialog.asp?IID=423&slD=149>

Planning etc. (Scotland) Act 2006

http://www.opsi.gov.uk/legislation/scotland/acts2006/asp_20060017_en_1

Scottish Planning Series: Planning Circular 1/2009: Development Planning

<http://www.scotland.gov.uk/Resource/Doc/261030/0077887.pdf>

The Town and Country Planning (Development Planning) (Scotland) Regulations 2008

http://www.opsi.gov.uk/legislation/scotland/ssi2008/ssi_20080426_en_1

8. REPORT AUTHOR DETAILS

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Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
<p>Air Quality</p>	<p>Shelley Thomson (Stewart Milne Homes) Representation No. 1464</p> <p>Stewart Milne Homes recognises the need to live, work and relax within a healthy environment as stated within the opening paragraphs of the Supplementary Guidance. We do not accept however, that Air Quality is a matter to be addressed directly through the planning process as it is already dealt with through sustainable design and sustainable transport measures in Traffic Assessments (TAs). It is clear from the Section 2. Air Quality and Planning that the City of Aberdeen has monitored air quality within hotspots in the city predominantly on major traffic through routes since early 2000s. There are 3 recognised Air Quality Management Areas (AQMA) and it is understood why developments within existing stressed air quality areas may need to be monitored and controlled. Stewart Milne Homes do not understand why there is now a further move to bring in wider restrictions relating to planning applications and air quality over and above development that would quantify an Environmental Impact Assessment (EIA) or Transport Assessment</p>	<p>As a general rule, an air quality assessment is only required when the development is anticipated to give rise to a significant change in air quality and applies to all development types, not just developments that change traffic flows or composition. The draft Supplementary Guidance (SG) also applies when a significant change in exposure is anticipated, such as when new residential properties, including small scale developments, are proposed in areas of existing poor air quality and where the health of new occupants may be compromised.</p> <p>Many developments that have the potential to impact on air quality, or result in increased exposure do not require an Environmental Impact Assessment (EIA) or Transport Assessment (TA). Additionally TA's consider specific transport</p>	<p>No amendments.</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>or when zoning the site in the first place. If a development is considered by the Local Authority as potentially having any environmental detriment this would be picked up in an EIA screening scope. If there was an identified need to carry out an EIA, then the impact of the development on the air quality would be assessed as part of that. There would not then be a need to have a separate air quality assessment which is considered by Stewart Milne Homes to be unnecessary duplication and unnecessary additional cost to the development industry. It is unclear whether the Council are assessing the existing quality of air or gauging the impact and perceived impact of existing and new development on the air quality. Sustainable new community policies and sustainable transport measures deal with these matters and arguably new development will have a significantly lesser impact on the air quality than existing older developments. This supplementary guidance document simply places presents another hurdle for developers and is viewed as frustrating economic growth. The Council identify within Section 2. Air Quality and Planning, that although local air pollutants</p>	<p>issues such as access, safety, congestion and not the health impacts from deterioration in air quality.</p> <p>For clarification, the Council would only be assessing the predicted impact form the proposed development, taking account of the existing air quality.</p> <p>Trigger levels and assessment procedures are based on values used elsewhere and recognised guidance (Development Control: Planning for Air Quality(2010 Update), Environmental Protection UK, April 2010; Low Emissions Strategies: Supplementary Planning Document Guidance, Low Emission Strategies, January 2011; Mid Devon Supplementary Planning Document on Air Quality and Development, May 2008).</p>	

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>include shipping and biomass plant (renewable energy source) the air quality problem in Aberdeen is predominantly a result of emissions from road vehicles reported as causing 90% of all NO2 emissions within the City Centre. Stewart Milne Homes would question why the Council is therefore looking for AQA from developers for residential developments of 1ha of which is equal to 30 houses. Under the National Planning Hierarchy of development this isn't even considered to be a major development and is questionable as to how the Council seek to justify this level of new development as requiring to assess the impact on air quality within the vicinity of the development and the impact that development would have. Stewart Milne Homes does not consider the Trigger Matrix to be a fair assessment where residential development is concerned and considers the trigger to be set significantly low especially for development either on the buffer of an AQMA or completely outwith an AQMA. The trigger identified for residential developments is either 80 units or 1ha. This is not considered to be a fair comparison. A 1ha site at most, could absorb 30 units</p>	<p>Air quality is capable of being a material consideration in the planning process. The SG sets a clear policy on when an assessment would be required, the methodology and interpretation of results to enable a consistent and effective approach to the assessment and determination of applications.</p> <p>Air Quality Management Areas (AQMA's) are generally designated due to exceedances of annual mean objectives therefore it is not appropriate to base trigger levels on peak mean trips.</p> <p>Although Local Development Plans (LDP) categorise land for development types, they cannot address the specific size or nature of individual applications, particularly commercial and industrial developments that may generate different vehicle</p>	

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>maximum, so effectively the trigger will mean all development of 1ha needs an air quality assessment. This is not considered justifiable in areas outside both the AQMA and the buffer zone. We question why there is a trigger based on the number of car parking spaces. This should be based on the number of peak time trips generated from any development, as a car would only impact on the environment whilst moving. We reiterate that this information would be present in any Traffic Assessment from a deemed major development proposal and should a risk be identified be at this point through traffic movement to and from a site thus generating unacceptable toxin levels, it could and should be addressed at this time. Stewart Milne Homes is confused by the Council's suggested mitigation measures to reduce impact on air quality, as it understands the suggestions are already set out within other City Council policies to bring forward sustainable development. The mitigation measures suggested are simply planning policy and we would have thought that sites being promoted and allocated within the Proposed Aberdeen City Local Development Plan had already satisfied the</p>	<p>trips or other emissions, for example from biomass plants. It is therefore not possible to consider all potential mitigation measures within an LPD or other Council policies.</p> <p>Building Standards Regulations concern energy consumption and green house gas emissions and do not consider emissions that impact on health.</p> <p>The local authority has a statutory duty to improve air quality within AQMAs through the implementation of an Air Quality Action Plan (AQAP). National guidance recommends the development of a planning policy or strategy, particularly for authorities with AQMAs. (Part IV of the Environmental Protection Act 1995: Local Air Quality Management Policy Guidance PG(S)(09, Scottish Government February 2009). An Action within Aberdeen's AQAP 2011</p>	

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>key issues raised under this section having already been assessed when sites were identified by Aberdeen City Council for inclusion within the LDP.</p> <ol style="list-style-type: none"> 1. Travelling distances from homes to work 2. Car parking levels compliant with standards as set out in Transport SG 3. Access to sustainable modes of transport (public transport; walking and cycling routes) 4. Heating and air conditioning systems designed to minimise energy consumption (already assessed through Building Standards Regulations and must be compliant with current Regs, meet SAP Calc standards etc). <p>Stewart Milne Homes can actually see no real purpose to the wider use of AQMA other than an additional cost burden to the development industry themselves. If a significant impact was identified for a particular proposal, an EIA would be undertaken and mitigation measures (if needed) would be identified through that. Otherwise, good sustainable planning principles brought through existing policies should capture all other key concerns being</p>	<p>specifically requires the development of Supplementary Guidance.</p>	

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>set out by the Council. The Council should seriously consider what this Supplementary Guidance is trying to achieve and what it will actually achieve. Aberdeen City Council could be faced with the dilemma that it is purifying areas of the city for development in its entirety should it press on with excessive supplementary guidance such as this.</p> <p>Stewart Milne Homes support the need to move towards green targets set by the Scottish Government but the matter of air quality should be left to Traffic Assessments generated through proposed major developments.</p> <p>Stewart Milne Homes would wish that this supplementary guidance be abandoned by Aberdeen City Council and that it be deleted in its entirety from the suite of supplementary guidance being produced to complement the Proposed Aberdeen City Local Development Plan. Should the Council consider it necessary to have measures in place to protect air quality, this should be included in a small section to the Transport Guidance if necessary. Should the Council not abandon this supplementary guidance in its entirety Stewart Milne Homes would wish</p>		

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>to see column 3 removed "Development outside both AQMA and buffer" for all residential uses.</p> <p>Nicola Barclay (Homes for Scotland) Respondent No.1442</p> <p>Homes for Scotland welcome this opportunity to comment on the draft Supplementary Guidance. Policy NE10 of the draft Local Development Plan sets out the requirement for assessment and possible mitigation measures within the three AQMAs within Aberdeen City. The Supplementary Guidance expands on this by setting out the types and sizes of developments that will require to consult with the Environmental Protection Service. It is not clear why further assessment is required over and above the existing requirement for Environmental Impact Assessments and Transport Assessments. These should identify issues relating to existing air quality, and possible exacerbation of the issue, depending on the proposed end use. Development proposals within the proposed Local Development Plan within the AQMAs should have been considered against these parameters, before being allocated. In</p>	<p>As a general rule, an air quality assessment is only required when the development is anticipated to give rise to a significant change in air quality and applies to all development types, not just developments that change traffic flows or composition. The draft Supplementary Guidance (SG) also applies when a significant change in exposure is anticipated, such as when new residential properties, including small scale developments, are proposed in areas of existing poor air quality and where the health of new occupants may be compromised.</p> <p>Many developments that have the potential to impact on air quality, or result in increased exposure do not require an Environmental Impact</p>	<p>No amendments.</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>respect of residential development outwith the AQMAs, there should therefore be no requirement for any form of assessment of air quality, and Table 2 on page 8, Development Category Matrix, should be amended. All new residential development, regardless of size, should be in the category 'no action required'. Large scale housing releases will be required to carry out EIAs, therefore a further layer of testing with the resultant timing and cost implications will be a further hindrance on developers, at a time when the planning system is supposed to be streamlined and efficient, in order to assist the growth of the Scottish economy.</p>	<p>Assessment (EIA) or Transport Assessment (TA). Additionally TA's consider specific transport issues such as access, safety, congestion and not the health impacts from deterioration in air quality.</p> <p>For clarification, the Council would only be assessing the predicted impact from the proposed development, taking account of the existing air quality.</p> <p>Trigger levels and assessment procedures are based on values used elsewhere and recognised guidance (Development Control: Planning for Air Quality(2010 Update), Environmental Protection UK, April 2010; Low Emissions Strategies: Supplementary Planning Document Guidance, Low Emission Strategies, January 2011; Mid Devon Supplementary Planning</p>	

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
		<p>Document on Air Quality and Development, May 2008).</p> <p>Air quality is capable of being a material consideration in the planning process. The SG sets a clear policy on when an assessment would be required, the methodology and interpretation of results to enable a consistent and effective approach to the assessment and determination of applications.</p> <p>Air Quality Management Areas (AQMA's) are generally designated due to exceedances of annual mean objectives therefore it is not appropriate to base trigger levels on peak mean trips.</p> <p>Although Local Development Plans (LDP) categorise land for development types, they cannot address the specific size or nature of individual applications,</p>	

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
		<p>particularly commercial and industrial developments that may generate different vehicle trips or other emissions, for example from biomass plants. It is therefore not possible to consider all potential mitigation measures within an LPD or other Council policies.</p> <p>Building Standards Regulations concern energy consumption and green house gas emissions and do not consider emissions that impact on health.</p> <p>The local authority has a statutory duty to improve air quality within AQMAs through the implementation of an Air Quality Action Plan (AQAP). National guidance recommends the development of a planning policy or strategy, particularly for authorities with AQMAs. (Part IV of the Environmental Protection Act 1995: Local Air Quality Management Policy Guidance</p>	

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		<p>PG(S)(09, Scottish Government February 2009). An Action within Aberdeen’s AQAP 2011 specifically requires the development of Supplementary Guidance.</p> <p>Major developments outwith the Air Quality Management Areas (AQMA’s) where air quality is not of concern have the potential to impact significantly within an AQMA through increased traffic entering the AQMA, for example commuters travelling into the city centre from outlying areas.</p> <p>The Supplementary Guidance enables consideration of the cumulative impact of several developments, indeed the Environmental Protection UK guidance recommends authorities take cumulative impacts into consideration in the determination of applications.</p>	
	<p>Nicola Abrams (SEPA) Respondent No. 408</p>	<p>SEPA’s supporting comments are welcomed and noted.</p>	<p>No amendments.</p>

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	<p>We are pleased to note that many of our previous comments and recommendations have been incorporated into the revised Supplementary Guidance and generally consider the Supplementary Guidance documents to be of a high standard and properly reflect good practice insofar as they relate to our interests.</p> <p>We support the amendments to Figure 1 which we consider greatly improves clarity regarding the planning application process in relation to air quality.</p> <p>Figure 2 is welcomed as it will provide a ready means for Planning Officers to determine the types of developments where Air Quality Assessments will be required. We support the amendments which have been made to Figure 2 in line with our previous request, this will allow applicants to more readily identify whether additional air quality information or assessments will be required in support of their application. We are also pleased to note the clear reference to the types of activities that may require a Pollution Prevention and Control (PPC)</p>		

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	<p>Permit and the need to consult with SEPA at an early stage on these types of applications.</p> <p>We are pleased to note the inclusion of Air Pollution: Action in a Changing Climate in the related links section.</p>		
<p><i>Other minor amendments made not as a result of representations</i></p> <p>Harmony of Uses</p>	<p>The web-address linking to the Air Quality Action Plan (in the Related Links section) has been updated to reflect the documents adopted status as oppose to the earlier draft status.</p>		
<p><i>Other minor amendments made not as a result of representations</i></p>	<p>No representations received.</p> <p>No minor amendments have been made.</p>	<p>N/A</p>	<p>N/A</p>
<p>Low and Zero Carbon Buildings</p>	<p>Nicola Abrams (SEPA) Respondent No. 408</p> <p>Under the Pre-application Discussions section we welcome the inclusion of the requested statement highlighting the potential requirement for micro-hydro schemes to be authorised by SEPA. As a very minor clarification the Controlled</p>	<p>SEPA's supporting comments are welcomed and noted.</p>	<p>No amendments.</p>

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	<p>Activities Regulations have recently been updated and the current version is the Water Environment (Controlled Activities) (Scotland) Regulations 2011.</p> <p>We support the inclusion of the reference to the requested SEPA Guidance on Geothermal Energy.</p>		
	<p>Nicola Abrams (SEPA) Respondent No. 408</p> <p>As climate change may lead to more erratic rainfall patterns and therefore impact on water supplies there is an increased need to use water more effectively and efficiently, it is therefore requested that the Supplementary Guidance also include a reference to designing new developments to minimise water use.</p>	<p>This is a relevant issue. However, this Supplementary Guidance provides the detail for Policy R7 and it would be outwith the scope to introduce this issue. It is considered that this is a building standards issue. Currently building standards Section7: Sustainability sets levels of water use and encourages the use of water saving technologies.</p>	<p>No amendments.</p>
	<p>Shelley Thomson (Stewart Milne Homes) Representation No. 1464</p> <p>It is encouraging that Aberdeen City Council have taken an early and pragmatic view to look at providing alternatives to the implementation of LZCGTs and introduced</p>	<p>Support for the alternative measures is welcomed.</p> <p>The Sullivan Report refers to “practical” and given the Supplementary Guidance is</p>	<p>On page 5 edit paragraph to state: “It recommends that there are staged energy improvements</p>

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	<p>areas where the Policy will be relaxed. This is to be commended and is welcomed. It will prove beneficial to the City's longer term carbon reduction targets as builders and developers will seek to research and implement alternatives which are likely to exceed the current Building Regulation Standards. On this basis, we are recommending minor changes to the proposed SG to ensure further clarity and ensure that viability of projects is fully considered.</p> <p>The Supplementary Guidance page 5, refers to timescales set out within the Sullivan Report for incremental carbon reduction. The Sullivan Report set out that all new homes should be built to net zero carbon building standards by 2016 if "practicable and costed". This wording, or similar, should be incorporated by Aberdeen City Council within the Local Development Plan and the Supplementary Guidance to reflect this.</p> <p>Page 6 of the Supplementary Guidance covers "Designing for Reduced Energy Demand". The wording of this paragraph should be changed to</p>	<p>reflecting the conclusions of the Sullivan Report it would be logical to reflect this.</p> <p>Page 6 of the Supplementary Guidance covers "Designing for Reduced Energy Demand". It is not considered appropriate to include the qualification "if practicable and financially viable". The design of layouts should always seek to be the most efficient in terms of passive solar gain and reducing wind chill. This is a cost effective way of reducing the energy demand of buildings and it is not considered that it would impact on development viability.</p>	<p>beyond the 2007 building standards: 30% by 2010; 60% by 2013 and net zero carbon by 2016/17 if practical"</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>include, "However, use of passive energy efficiency measures should be incorporated into development where practicable and financially viable to help reduce the energy demand of new buildings in addition to the buildings standards energy requirements".</p>		
	<p>Nicola Barclay (Homes for Scotland) Respondent No. 1442</p> <p>Given that the Supplementary Guidance has the potential to be in force in advance of the Local Development Plan and the Strategic Development Plan, it is important that it is future proofed, as much as possible, in this continually changing policy area. We await the Reporters findings from the LDP Examination, and cannot anticipate whether the policy R7, will remain as drafted. We would recommend that the Supplementary Guidance remain in draft form until such time as the LDP is adopted, so that any recommendations from the DPEA can be incorporated into the Supplementary Guidance.</p> <p>As referred to on page 5 of the SG, the Sullivan Report sets out timescales for</p>	<p>The Supplementary Guidance will not be formally adopted until after the Aberdeen Local Development Plan has been constituted as the Local Development Plan.</p> <p>The Sullivan Report refers to "practical" and given the Supplementary Guidance is reflecting the conclusions of the Sullivan Report it would be logical to reflect this.</p> <p>At this point in the process there is no opportunity for the Council to make amendments to the Local Development Plan Policies. So, unless the Reporters' report recommends changing the policy to be in line</p>	<p>On page 5 edit paragraph to state: "It recommends that there are staged energy improvements beyond the 2007 building standards: 30% by 2010; 60% by 2013 and net zero carbon by 2016/17 if practical"</p>

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	<p>incremental carbon reduction. The report asked for 30% reduction by 2010; the 2010 Building Regulations already does this. It is also important to point out that the Sullivan Report states that 'By 2016 all new homes should be built to net zero carbon building standards if PRACTICABLE AND COSTED'. This important caveat has not found its way into the Local Development Plan or the Supplementary Guidance, and this should be rectified.</p> <p>Homes for Scotland continues to argue that the more appropriate model for Aberdeen City Council to use would be the Sustainability Labelling Scheme introduced in October 2010 by the Scottish Government. It is a National Document, complies with the Climate Change Act, and is easy to implement through the building warrant process. All properties are labelled: Bronze; Bronze Active; Silver; Gold and Platinum. Whilst we recognise that this consultation exercise is not for the Policy within the Local Development Plan, Homes for Scotland would suggest draft wording along the following lines be incorporated in to the Supplementary Guidance (and</p>	<p>with the New Building Standards Sustainability Labelling there is no opportunity to amend the policy. Section 3F of the Town and Country Planning Act 1997 and Local Development Plan Policy R7 require a specified proportion of carbon emissions to be reduced through the use of low and zero carbon generating technologies. The Sustainability Labelling system does not allow for this specified proportion to be monitored and at this time can not be used to monitor compliance with the policy.</p> <p>Page 6 of the Supplementary Guidance covers "Designing for Reduced Energy Demand". It is not considered appropriate to include the qualification "if practicable and financially viable". The design of layouts should always seek to be the most efficient in terms of passive solar gain and providing shelter from colder winds. This is a cost</p>	

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	<p>preferably the Policy, if that were possible) to provide further clarity to developers: 'We will approve new development intended for human occupation, subject to other policies, if it is demonstrated that it will achieve at least a Bronze Active rating under Section 7 of the building standards Technical Handbook. 'Scottish Government advice notes that 'the label can be utilised by developers or planners who may wish to demonstrate their environmental commitment by referring to the sustainability labels. The system can also be used to link with the new local development plans to give planning authorities a consistent route to achieve their obligations under Section 72,</p> <p>Page 6 of the draft SG, paragraph 'Designing for Reduced Energy Demand' The final paragraph should be amended to include the statement in bold: 'However, use of passive energy efficiency measures should be incorporated into all development, wherever it is practicable and financially viable to do so, to help reduce the energy demand of new buildings in addition to the building standards energy targets.' It may not always be possible to orientate buildings</p>	<p>effective way of reducing the energy demand of buildings and it is not considered that it would impact on development viability.</p> <p>Support for the 'Instances When Policy Will Be Relaxed' section is noted.</p>	

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	<p>to take advantage of passive measures, especially in constrained city centre locations, so we would recommend that the sentence be amended accordingly.</p> <p>Homes for Scotland fully supports the 'Instances When Policy Will Be Relaxed' section. We are encouraged to see the opportunity to pay a financial contribution of £200 per unit towards the improvement of the energy performance of the existing housing stock.</p>		
	<p>Ben Freeman (Bancon Homes) Respondent No. 1561</p> <p>Bancon submit that the methods of controlling the progress towards zero carbon buildings through the Planning process could be simplified. Indeed, Aberdeenshire Council has simplified their draft SG to align planning policy with the mandatory sustainability rating scheme in section 7 of the building standards Technical Handbook.</p> <p>Appendix 2 from the Strategic Development Plan MIR sets out 4 options for progressing a strategy to aim for carbon neutrality in new</p>	<p>At this point in the process there is no opportunity for the Council to make amendments to the Local Development Plan Policies. So, unless the Reporters' report recommends changing the policy to be in line with the New Building Standards Sustainability Labelling there is no opportunity to amend the policy. Section 3F of the Town and Country Planning Act 1997 and Local Development Plan Policy R7 require a specified proportion of carbon emissions</p>	<p>No amendments.</p>

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	<p>development. The preferred option is number 4, but in fact the following relates to options 2 and 3 as well. The MIR does not mention the 'active' labelling of dwellings, which makes a big difference to the approach that a developer will take. It merely mentions Silver by 2014, Gold by 2016 and Platinum by 2018. Option 4 seeks to look only at the CO2 element of the labelling, whereas option 3 looks at all 8 criteria set out in the Building Standards section 7. The Aberdeenshire SG suggests Bronze Active to be an appropriate target. However, the written statement put forward by Aberdeenshire Council to the relevant hearing session on this topic indicated that this was to address the Climate Change Act (as a u-turn from their previous draft SG which required no Low and Zero Carbon GENERATING Technology), but that they welcomed debate and indicated the reporter's conclusion on this single matter would influence the final wording of the policy and SG.</p> <p>To demand LZCGTs in all new housing remains a tangent to what the Building Standards require, and means we have to</p>	<p>to be reduced through the use of low and zero carbon generating technologies. The Sustainability Labelling system does not allow for this specified proportion to be monitored and at this time can not be used to monitor compliance with the policy.</p> <p>The purpose of the Climate Change (Scotland) Act 2009 is to require the incorporation of renewable technologies, whereas the building standards are concerned with the carbon emissions of a building and do not concentrate on any particular method. This is a legal requirement and the overarching policy must remain in its present form.</p> <p>It is acknowledged that the most efficient method to reduce predicted carbon emissions from new development is to improve the efficiency of the building in</p>	

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	<p>design homes with two separate sets of criteria in mind at all stages. The very fact that by the time we get to Gold standard, there is no Gold 'active' badge indicates that in order to achieve Gold standard, the use of LZCGT is a given (unless a radical change in technology emerges in the interim). Based on our experience on several sites, I would suggest that it may prove difficult to achieve a Silver standard without the use of LZCGT, but it might not be impossible. Really, the point I am making is that requirement to use LZC GENERATING T at this point in time is unreasonable, unproductive and cost prohibitive. To build a Bronze house, we require a good quality design and construction, but to achieve Bronze 'active' on CO2 emissions only (Structure Plan MIR option 4), we could build a poor performing house with micro-renewable technology planted on the roof, which is simply a perverse solution. Following option 4 from the SP MIR will allow a better quality of house to be built, the design and fabric to be addressed first, and the LZCGT added as required to meet the Silver and Gold standards in due course. We will end up in the same place in 2016 when Gold standard</p>	<p>the first instance. To this end there is an acceptance that if greater carbon emissions can be saved the specified proportion to be saved by low and zero carbon generating technologies will not apply.</p>	

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	<p>kicks in, but without abortive expenditure and effort in the short term. If we consider the context of the projected build rates. The SDP MIR still seeks 16,500 homes in the City by 2016. This equates to 3,300 a year from 2012 LDP adoption, so we have 6,600 houses at Bronze standard and 6,600 houses at Silver standard. Potentially that is 13,200 homes with ‘ecobling’ on using more energy to run than they would if we removed the ‘active’ requirement from the policy and SG. The amount of energy requirement across 13,200 homes will be considerable. The only winners will be the ‘eco-bling’ manufacturers and installers, and the losers will be house builders and occupants. I would therefore submit that the SG needs to accord with the emerging Strategic Development Plan, and the adoption of the preferred strategy in the MIR for the plan. This would potentially lead to a consistent approach between Aberdeen City and Aberdeenshire, and allow a more simplistic and achievable route to the target of zero carbon housing for all involved</p>		
<i>Other minor amendments</i>	No minor amendments have been made.		

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<i>made not as a result of representations</i>			
Shopfront Security	No representations received.	N/A	N/A
<i>Other minor amendments made not as a result of representations</i>	No minor amendments have been made.		
Shopfront and Advertisements Design Guide	No representations received.	N/A	N/A
<i>Other minor amendments made not as a result of representations</i>	No minor amendments have been made.		
Transport and Accessibility	Shelley Thomson (Stewart Milne Homes) Respondent No. 1464 Stewart Milne Homes welcomes the Supplementary Guidance on Transport and Accessibility as it goes some way to setting out the guidance required for the development industry to follow in relation to planning for transport within developments and for longer term strategic planning matters. With the introduction of 'Designing	We welcome Stewart Milne Homes supportive comments regarding the Transport and Accessibility Supplementary Guidance. We do not agree that there is a conflict between what is accepted by Planning Officers' and what is accepted at Roads	Add in a paragraph under Section 2: Standards for Accessibility and Public Transport Services to read "In all cases developers should engage with the Council and relevant partners

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	<p>for Streets" by the Scottish Government there is a clear steer by most of the Scottish Local Authorities to bring these design theories into practice. What Stewart Milne Homes have encountered is a conflict between Council departments after the planning stage. What is accepted by the Planning Officials is not necessarily accepted at Roads Construction Consent stages in the process beyond the point that planning permission has been approved. Revisiting designs and layouts is often costly for both the development industry and the Council in terms of officers' time and involvement. The Supplementary Guidance on page 6, refers to the publication of updated "Guidelines and Specification for Roads within Residential and Industrial Developments" in 2010. Stewart Milne Homes is not aware of this guidance having been published to date. This guidance is essential for the house building industry to enable clear and concise guidance at the earliest stage in the design process and would encourage early publication and consultation on the document. There requires to be greater joined up thinking between the departments of the Council that</p>	<p>Construction Consent stages in the process beyond the point that planning permission has been approved. All relevant Council departments are fully aware and supportive of the national policy document 'Designing Streets' and this is reflected in any advice given or decisions made. We do acknowledge that the Council's current "Guidelines and Specification for Roads within Residential and Industrial Developments" predate Designing Streets and that an update is essential in order to provide clear and precise guidelines to the development industry. It had initially been anticipated that an updated version of the current "Guidelines and Specification for Roads within Residential and Industrial Developments" would be completed by the end of 2010. However, it was not possible to complete this to the</p>	<p>(such as Nestrans and public transport operators) at an early stage in the masterplan and/or planning application process to discuss the arrangements and requirements for providing new public transport services."</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>govern and implement the various permissions, warrants and consents. The Supplementary Guidance already goes some way to achieving this, but there requires to be a single more comprehensive document that will enable developers to plan for access, parking, road and pedestrians layouts that comply and meet with an acknowledged Council wide strategy incorporating "Designing Streets". It is therefore suggested that the Supplementary Guidance on Transport and Accessibility should be that document. This will ultimately save time and expense to both developers and the Council if car parking and roads layouts are designed in such a way to meet all expectations and policy requirements in the initial stages of the process.</p> <p>Standards for Accessibility and Public Transport Services sets out the recognised acceptable distances relative to provision for access to public transport provision and safe and secure pedestrian links. Stewart Milne Homes recognises the need for a development to be accessible, not just by car, but by public transport provision and for cycling and walking to enable development</p>	<p>timescales that were previously defined. It is anticipated that SCOTS (Society of Chief Officers of Transportation in Scotland) will publish at a national level a core specification document in Spring 2012. This document will be able to be tailored by individual local authorities to suit their needs whilst also providing greater certainty of approval across Scotland. Once this document has been published the Council will filter this information into a local wide document which will provide the development industry with detailed guidelines on the technical matters of roads consent. For the avoidance of any doubt, we would recommend that developers speak to Roads Construction Consent at the earliest possible stage in the planning application process to determine an appropriate design and layout for the development.</p>	

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	<p>to be sustainable. It is also recognised that the most direct, attractive, safe and secure pedestrian links should be implemented where practicable within any new development and therefore support section a) as set out below. The requirements set out by the Supplementary Guidance are: a) Development should be linked by the most direct, attractive, safe and secure pedestrian links possible to potential trip sources within 800 metres of the development. b) Public transport should be available within 400 metres of the origins and destinations of trips within the development. Public transport provision should be at a frequency, times and to places that; - Are at intervals of no more 15 minutes, and ideally 10-12 minutes; - Meet the needs of those without access to a car who would wish to access the development; and - Provide an effective alternative for those that do not have access to a car. The Draft Supplementary Guidance then goes onto state that, "Developers will be required to provide for the appropriate level of service identified through a transport assessment, if this level will not be provided commercially by the bus operator". Whilst Stewart Milne Homes recognise the need to</p>	<p>The Transport and Accessibility Supplementary Guidance document is a planning policy document which has been prepared in support of the Proposed Aberdeen Local Development Plan. The 'Guidelines and Specification for Roads within Residential and Industrial Developments' is a technical document that contains a significant level of detail. It would not be appropriate for these two documents to be merged. We believe that by having a clear and concise policy framework (Aberdeen Local Development Plan and Transport and Accessibility SG) and separate technical guidance alongside these, the Council will be achieving a consistent and joined up approach to this issue.</p> <p>Accessibility Planning, through the use of Accession software, was carried out at the Development Options stage</p>	

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	<p>provide for public transport provision within close proximity (400m) of points within a development, it strongly objects to the Council's position that is should be provided for by the Developer if the level of provision, as set out within the Supplementary Guidance is not provided commercially by a bus operator. If there is insufficient critical mass within a development or settlement as existing to make either a new route or a diverted route attractive to a provider, this is a matter for the Council Planners to identify at the point of site assessments and to make allocations of land and housing numbers accordingly. The development industry can make provision for sites for bus stops and appropriate roads and turning circles where appropriate to the development, but the developers should not then also be required to fund an actual service for the development. The Council also suggest that an effective alternative mode of transport should be made available for those who do not have access to a car. If there is not an existing bus service within the vicinity of the site and the development does not meet the critical mass to enable any provider to make a viable profit from provision of a new</p>	<p>(March 2009) to determine the most sustainable locations for development based on the level of accessibility to existing public transport infrastructure and local facilities/services. This process formed one aspect of detailed assessments that were undertaken at the time to determine the most suitable locations for development.</p> <p>The scale and extent of new public transport services required within new development is dealt with on a case by case basis and is negotiated between the Council, commercial operators and the developer. This may include agreement on operational requirements and funding mechanisms for new bus services. We maintain the position that reasonable contributions should be sought where development generates the need for new services. For clarity a paragraph will be added</p>	

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	<p>service what other possible alternatives are open to developers? The introduction of a car club scheme needs a critical mass (according to the Council) of a minimum of 200 units to work, so unless the development was at this scale a car club scheme would not be viable. It should therefore be a matter of consideration at the point of allocating sites that the Council consult with public transport providers to make sure that there are either sufficient existing services within the vicinity to support the new development or that the Council allocate sufficient numbers of units on site to enable a viable new route for public transport providers to serve.</p> <p>The Council continue, within the "Car Parking Standards" section of the Supplementary Guidance to promote minimum car parking standards that developments within prescribed areas namely City Centre, Inner City and Outer City should adhere to. The recent Government Policy "Designing Streets" seek to move away from car dominated development and seeks ways in which cars and car parking can actively be discouraged</p>	<p>under Section 2: Standards for Accessibility and Public Transport Services to read "In all cases developers should engage with the Council and relevant partners (such as Neustrans and public transport operators) at an early stage in the masterplan and/or planning application process to discuss the arrangements and requirements for providing new public transport services."</p> <p>The Transport Assessment will determine what is an appropriate scale and form of mitigation for each mode of transport dependant on the circumstances of each site, and this may require pump-prime funding until a route is established. In many cases the extension and/or improvement of existing bus services may be appropriate as opposed to new services that depend on a critical mass of population. The exact scale and</p>	

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	<p>from development with a push towards greater use of sustainable public transport systems and encouraging walking and cycling instead. It is considered that the Council should instead be looking to remove minimum car parking standards and look to assess each development on its own merits with regards to levels of on-site car parking requirements. Travel plans submitted with applications of greater than 100 dwellings should look in detail at the existing travel options within any area and seek alternatives and improvements in existing greener more sustainable modes of transport. The Council seeking to maintain minimum parking standards is not actively promoting alternative uses travel methods, simply relying on existing car useage as a safeguard.</p> <p>Travel Plans Stewart Milne Homes agrees in principle with the move towards encouraging and helping enable more sustainable modes of transport in a bid to move away from a car dominated society. The Residential Travel Plan Criteria as set out within the Supplementary Guidance is aimed at influencing the travel behaviour of new</p>	<p>frequency of new services required will need to be negotiated with the Council through the masterplanning and application processes.</p> <p>In order to provide the best possible conditions for promoting sustainable forms of travel, in some circumstances where it is not possible to provide public transport services car clubs may be sought through the Transport Assessment process. Page 16-17 of the Transport and Accessibility Supplementary Guidance document suggests that car clubs are appropriate where there is limited car parking available and can provide an alternative where users do not have access to a car. The suggested minimum to establish a car club is stated as ‘200 units’, however in reality no development exists in total isolation and there would always be the opportunity to extend this</p>	

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	<p>residents. Whilst a travel plan is an important document in any major development the measures identified within the travel plan may encourage and educate communities in modes of sustainable travel but these cannot be enforced by the developer. We may implement for example, bus stop facilities within a development but we cannot make the general public use the bus service. It is the role of the developer to ensure there is scope for provision of alternative sustainable transport as part of the overall development but it is NOT the role of the developer to provide vehicles for travel (such as car clubs) nor should developers be expected to subsidise existing travel services to serve a development such as providing free public transport tickets/passes or to pay for the set up of these facilities. The operators themselves should offer competitive pricing. Car Clubs and Bus Services are private businesses, therefore developers should not be required to fund or subsidise services. We therefore strongly object to the Council seeking to implement these measures as part of the Supplementary Guidance and looking to legal agreements or to impose conditions on</p>	<p>into neighbouring areas.</p> <p>The Transport and Accessibility Supplementary Guidance (page 17) is very clear that the non-residential parking requirements are 'maximums' not 'minimums'. The standards for residential and delivery spaces are guidelines. We do not promote minimum car parking standards.</p> <p>In order to mitigate the negative impact of traffic on the network and encourage the uptake of sustainable modes the Transport Assessment may identify a requirement for provision of annual bus passes or membership to a car club. This provision would be agreed and promoted through a Travel Plan. We accept that developers are unable to enforce the use of sustainable transport modes. However we do expect that developers can highlight sustainable options to residents</p>	

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	<p>developers to provide such services. The Council as the Local Authority are responsible for provision of and implementation of ample access to alternative modes of sustainable travel. This is part of their remit as Local Government and Aberdeen City Council should not rely on developers to fund this for them.</p> <p>Use this opportunity to incorporate and produce a comprehensive Transport and Accessibility document that is endorsed by all relevant departments of the Council within the development processes. The Supplementary Guidance should be the one and only source to enable developer's clear and concise guidelines to bring forward roads, pedestrian and access proposals in proposed development schemes that meet all Council policies and guidelines and that are in line with "Designing Streets" concepts.</p> <p>All reference to developers providing for shortfall in public transport provision should be removed from the Supplementary Guidance.</p> <p>The Council should remove minimum car</p>	<p>when they move into the development. Current research suggests that this is the optimal time to influence travel behaviour. We would not seek a legal agreement for residential developments.</p> <p>Provision of new services and facilities would need to be negotiated between the Council and the Developer and informed by evidence presented in technical documents such as Transport Assessment as well as mitigation measures proposed. We consider that reasonable contributions should be sought where development generates the need for new services.</p>	

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>parking standards from all policy and guidance and instead move towards individual site assessments using information results from travel plans as a tool to ensure greener, more sustainable development is being brought by developers.</p>		
	<p>Nicola Barclay (Homes for Scotland) Respondent No. 1442 Homes for Scotland welcome this opportunity to comment on the draft Supplementary Guidance. In Section 2, Standards for Accessibility and Public Transport Services, it specifies the following: Public transport should be available within 400 metres of the origins and destinations of trips within the development. Public transport provision should be at a frequency, times and to places that; Are at intervals of no more than 15 minutes, and ideally 10-12 minutes; . Meet the needs of those without access to a car who would wish to access the development; and Provide an effective alternative for those that do have access to a car. Homes for Scotland recognises the requirement to provide the facilities within or adjacent to a development that will facilitate the provision of public transport. What our</p>	<p>Accessibility Planning, through the use of Accession software was carried out at the Development Options stage (March 2009) to measure levels of accessibility to the development options sites submitted to the Council for consideration. This was based on the level of accessibility to existing public transport infrastructure and local facilities/services. This process formed one aspect of detailed assessments that were undertaken at the time to determine the most suitable locations for development and to inform the selection of preferred locations for development in the Main Issues Report. The</p>	<p>Add in a paragraph under Section 2: Standards for Accessibility and Public Transport Services to read “In all cases developers should engage with the Council and relevant partners (such as Nestrans and public transport operators) at an early stage in the masterplan and/or planning application process to discuss the arrangements and requirements for providing new public transport</p>

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	<p>members cannot be expected to deliver is the further requirement, set out in the subsequent paragraph: Developers will be required to provide for the appropriate level of service identified through a transport assessment, if this level will not be provided commercially by a bus operator. It is not within the remit of house builders to provide public transport services. If a route cannot be provided by a commercially run bus operator, it is for the Local Authority to decide whether the allocation for development is in the right location. It is their responsibility to consult with the commercial bus operators to ensure that new allocations can and will be served by new or altered bus routes. This sentence should therefore be removed. It is a point of principle that private house builders should not be expected to subsidise private bus operators' interests, at a time when the profits of the latter are potentially far more buoyant and robust than the profits of the former.</p>	<p>Council has also worked with transport colleagues and partners, as well as public transport operators, to establish the likely level of new services that will be required to support new developments.</p> <p>Each site is dealt with on a case by case basis and provision of new services would need to be negotiated between the Council, Commercial operators and the Developer. This may include agreement on operational requirements and funding mechanisms for new bus services. We maintain the position that reasonable contributions should be sought where development generates the need for new services.</p> <p>For clarity a paragraph will be added under Section 2: Standards for Accessibility and Public Transport Services to read "In all cases developers</p>	<p>services."</p>

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		<p>should engage with the Council and relevant partners (such as Nestrans and public transport operators) at an early stage in the masterplan and/or planning application process to discuss the arrangements and requirements for providing new public transport services.”</p> <p>The Transport Assessment will determine what is an appropriate scale and form of mitigation for each mode of transport dependant on the circumstances of each site, and this may require pump-prime funding until a route is established. In many cases the extension and/or improvement of existing bus services may be appropriate as opposed to new services that depend on a critical mass of population. The exact scale and frequency of new services required will need to be negotiated with the Council through the masterplanning and</p>	

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		<p>application processes.</p> <p>In order to mitigate the negative impact of traffic on the network and encourage the uptake of sustainable modes the Transport Assessment may identify a requirement for provision of annual bus passes or membership to a car club. This provision would be agreed and promoted through a Travel Plan. We accept that developers are unable to enforce the use of sustainable transport modes. However we do expect that developers can highlight sustainable options to residents when they move into the development. Current research suggests that this is the optimal time to influence travel behaviour. We would not seek a legal agreement for residential developments.</p> <p>Provision of new services and facilities would need to be negotiated between the Council</p>	

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	<p>Stuart Wilson (Transport Scotland) Respondent No. 1589</p> <p>Within Section 9 – Driveways Guide (p37), it is recommended that under the heading ‘Reasons for requiring planning permission include...’ that an additional bullet point be included which states – “driveway accesses on to a trunk road.”</p> <p>Additionally, under the heading ‘Roads Consent’ and after the sentence “Permission will always be required from the Council for the installation of a driveway”, it is recommended that the following is added: “and the application may also be notified to Transport Scotland, where the driveway accesses on to a trunk road. Transport</p>	<p>and the Developer and informed by evidence presented in technical documents such as Transport Assessment as well as mitigation measures proposed. We consider that reasonable contributions should be sought where development generates the need for new services.</p> <p>The Council has reviewed the section relating to driveways and considered the proposed wording in this representation. In order to accurately reflect the Council’s policy position and procedure on driveways it is felt that it would be reasonable to amend the 4th bullet to read: “the driveway accesses on to a classified road**”</p> <p>The following explanatory note will be added beneath the list of bullet points: “*Local authorities are obliged to consult Transport Scotland, the trunk road authority, when they receive planning applications for</p>	<p>Amend 4th bullet point under the heading ‘Reasons for requiring planning permission include...’ to read: “the driveway accesses on to a classified road**”</p> <p>The following explanatory note will be added beneath the list of bullet points: “*Local authorities are obliged to consult Transport Scotland, the trunk</p>

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	<p>Scotland will issue the Council with a recommendation on the application and will ensure the safety of all trunk road users is maintained when assessing applications.”</p> <p>Finally, an extra heading of ‘Parking’ should be included after the heading ‘Roads Consent’ with the following text: “Transport Scotland will recommend refusal for all applications where a driveway would result in vehicles reversing on to the trunk road as this would be to the detriment of trunk road safety. A suitable turning circle should be provided within the curtilage of the development”.</p>	<p>any development that lies within 67 metres of the trunk road or where there may be any impact on traffic using the trunk road network. “</p> <p>We note that reference to a ‘classified road’ will cover any instances where a proposal affects a trunk road.</p> <p>Whilst we do not agree that it is necessary to include all of the suggested text in relation to ‘Roads Consent’ and ‘Parking’, we propose to add the following sentence under the ‘Roads Consent’ section to clarify that applications may need to be referred to Transport Scotland where they might affect the trunk road network: <i>“Applications which affect the trunk road network may be referred to Transport Scotland for a recommendation.”</i></p>	<p>road authority, when they receive planning applications for any development that lies within 67 metres of the trunk road or where there may be any impact on traffic using the trunk road network. “</p> <p>Add the following under the ‘Roads Consent’ section: <i>“Applications which affect the trunk road network may be referred to Transport Scotland for a recommendation.”</i></p>
	<p>Richard Bush (Richard Bush Chartered Town Planner) on behalf of Mrs N</p>	<p>We welcome the supportive comments regarding the</p>	<p>Add in a paragraph under Section 2:</p>

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	<p>Hutcheon Respondent No. 1205 We agree that access should be available from new and existing communities to services, facilities and jobs by walking, cycling and public transport. We also agree that there should be a good frequency of public transport services within normal walking distance. Location of development within 400 metres of a 15 minute frequency public transport service should make it acceptable. We would however, caution against proposing hard and fast rules as to walking distances and service frequencies. The acceptability of distances and frequencies will depend upon people's expectations and these will, in turn, be governed by their particular circumstances and the characteristics of their location. Instead, these measurements should be regarded as indicators that can contribute towards an assessment of accessibility to sustainable transport from any given development. If a commercial operator is not prepared to provide an appropriate level of public transport service to a development, this must raise questions as to its economic and</p>	<p>Transport and Accessibility Supplementary Guidance. By setting minimum accessibility standards we are setting a benchmark for the reasonable level of service that can be expected in new developments. This will help to ensure that new communities are accessible by the full range of transport modes and reflect a sustainable pattern of growth. Accessibility Planning, through the use of Accession software was carried out at the Development Options stage (March 2009) to measure levels of accessibility to the development options sites submitted to the Council for consideration. This was based on the level of accessibility to existing public transport infrastructure and local facilities/services. This process formed one aspect of detailed</p>	<p>Standards for Accessibility and Public Transport Services to read "In all cases developers should engage with the Council and relevant partners (such as Nestrans and public transport operators) at an early stage in the masterplan and/or planning application process to discuss the arrangements and requirements for providing new public transport services." In Section 2: Standards for Accessibility and Public Transport Services the paragraph starting 'Accessibility</p>

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	<p>environmental sustainability. Unless all that is needed is pump-priming of a public transport service that will prove viable once it gets off the ground, it will not survive. If a public transport service would be unviable, requiring a developer to provide this would be contrary to the Scottish Government's objective of sustainable economic growth, and would leave residents and/or employees high and dry and/or force them into private transport beyond the short term. Except where only 'pump-priming' is required, developers should not, therefore, be required to 'provide for the appropriate level of service...if this will not be provided commercially by a bus operator'.</p> <p>It is important to define the term 'accessibility planning' and to explain the process in the guidance so that developers can give this full consideration when developing their proposals.</p> <p>Website addresses should be given for all references, e.g. at the foot of page 4.</p> <p>The statement "the Council has undertaken a review of its 1998 publication Guidelines</p>	<p>assessments that were undertaken at the time to determine the most suitable locations for development and to inform the selection of preferred locations for development in the Main Issues Report. The Council has also worked with transport colleagues and partners, as well as public transport operators, to establish the likely level of new services that will be required to support new developments.</p> <p>Each site is dealt with on a case by case basis and provision of new services would need to be negotiated between the Council, Commercial operators and the Developer. This may include agreement on operational requirements and funding mechanisms for new bus services. We maintain the position that reasonable contributions should be sought where development generates</p>	<p>Planning...' will be amended to read "Accessibility Planning software, such as Accession, may be used as a tool to assess potential development locations and then guide decisions on development proposals. Accessibility planning involves measuring journey times to services and facilities and identifying the most suitable locations for new development or particular services and facilities. By measuring accessibility to services/facilities by public transport this process can also be</p>

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	<p>and Specifications for Roads... should read 'the Council is undertaking...etc'. This would make it clear that the review is not completed and is not included in the guidance currently being consulted upon. The road descriptor maps are useful in interpreting Designing Streets, but otherwise developers should simply be advised that the 1998 publication has been superseded by Designing Streets and that new guidance based on the latter will be issued for consultation in due course. It would obviously be inappropriate to require developers to implement out-of-date standards.</p> <p>The infrastructure Delivery Manual Supplementary Guidance does not appear on the Council's list of approved ALDP supplementary guidance. It should therefore simply be referred to as a prospective ALDP document to be subject to consultation in due course. Otherwise the reference to it in the Transport and Accessibility supplementary guidance indicates unwarranted legitimacy.</p> <p>It is agreed that the objective of transport</p>	<p>the need for new services. For clarity a paragraph will be added under Section 2: Standards for Accessibility and Public Transport Services to read "In all cases developers should engage with the Council and relevant partners (such as Neustrans and public transport operators) at an early stage in the masterplan and/or planning application process to discuss the arrangements and requirements for providing new public transport services."</p> <p>The Transport Assessment will determine what is an appropriate scale and form of mitigation for each mode of transport dependant on the circumstances of each site, and this may require pump-prime funding until a route is established. In many cases the extension and/or improvement of existing bus services may be appropriate as opposed to new services that</p>	<p>used to improve the quality and availability of public transport to existing and future users or customers. In doing so, Accessibility Planning provides opportunities to improve social inclusion.</p> <p>For additional clarity a 'Relevant Links' section will be added to the end of the document which contains relevant web addresses.</p> <p>Amend the statement "the Council has undertaken a review of its 1998 publication Guidelines and</p>

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	<p>assessments should be to maximise sustainable travel by walking, cycling and public transport and only then to consider residual car traffic.</p> <p>Although 'design and layout' and improvements to 'infrastructure and services' help to maximise sustainable travel, the primary means of securing sustainable travel is the selection of a sustainable location in the first place. Only on this basis can sustainable travel truly be maximised. The guidance should be amended accordingly.</p> <p>Legal agreements are freestanding documents and are not to be used where a planning condition will do. Such agreements cannot be 'imposed through conditions on planning permissions' as this statement should be deleted.</p> <p>The 'national standards' for driveway visibility should be fully referenced, including a web address.</p>	<p>depend on a critical mass of population. The exact scale and frequency of new services required will need to be negotiated with the Council through the masterplanning and application processes.</p> <p>The provision of public transport services will need to be discussed with public transport operators and the Council from an early stage in the Masterplanning and/or planning application process.</p> <p>It is acknowledged that it would be beneficial to define the term 'accessibility planning' and to clarify the process further. In Section 2: Standards for Accessibility and Public Transport Services the paragraph starting 'Accessibility Planning...' will be amended to read "Accessibility Planning software, such as Accession, may be used as a tool to assess</p>	<p>Specifications for Roads..." under Section 4: Guidelines and Specifications Guidance to read 'The Council is undertaking...etc'.</p> <p>Amend the sentence 'Legal agreements may be imposed through conditions on planning permissions...' to read "Legal Agreements may be required or planning conditions may be placed on planning applications to bind the targets set out in the Travel Plan and set the arrangements for monitoring, enforcement and review.</p>

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		<p>potential development locations and then guide decisions on development proposals. Accessibility planning involves measuring journey times to services and facilities and identifying the most suitable locations for new development or particular services and facilities. By measuring accessibility to services/facilities by public transport this process can also be used to improve the quality and availability of public transport to existing and future users or customers. In doing so, Accessibility Planning provides opportunities to improve social inclusion.”</p> <p>For additional clarity a ‘Relevant Links’ section will be added to the end of the document which contains relevant web addresses.</p> <p>It is agreed that the statement “the Council has undertaken a</p>	

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		<p>review of its 1998 publication Guidelines and Specifications for Roads...” under Section 4: Guidelines and Specifications Guidance should be amended to accurately reflect the current position. This statement will be amended to read ‘The Council is undertaking... etc’.</p> <p>The Infrastructure and Developer Contributions Manual is listed as a Supplementary Guidance document in the Proposed Aberdeen Local Development Plan at page 71. When this document is approved this will form part of a suite of Supplementary Guidance to the Local Development Plan.</p> <p>It is agreed that legal agreements are freestanding documents and would not be imposed as part of a planning condition. The sentence ‘Legal agreements may be imposed through conditions on planning</p>	

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		<p>permissions...’ will be amended to read “Legal Agreements may be required or planning conditions may be placed on planning applications to bind the targets set out in the Travel Plan and set the arrangements for monitoring, enforcement and review.</p> <p>The national standards for driveway visibility are not available as an online document and therefore it would not be possible to include a web link to this. As stated on page 38 of the Transport and Accessibility Supplementary Guidance document, all applications for driveways should be made to Enterprise, Planning and Infrastructure where officers will advise on what is required.</p>	
<p><i>Other minor amendments made not as a result of</i></p>	<p>Section 9: Driveways Guide: The reference to the 1972 Planning Act has been updated to ‘Town and Country Planning (Scotland) Act 1997 (as amended by the Planning Etc (Scotland) Act 200)’ to reflect current legislation. For clarity the term ‘earthworks’ has been defined as ‘excavation or raising of ground level’. This has</p>		

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<p><i>representations</i></p>	<p>been bracketed after existing text.</p> <p>4th bullet point under the heading 'Reasons for requiring planning permission include...' - The term 'adopted' road has been changed to 'classified road'.</p> <p>Contact details have been added under the sentence 'for further info please contact...' as this was previously left blank in error.</p> <p>Section 7: Parking (Parking Layout in Rear Gardens): To correct an error the sentence "An example of a car parking layout for a typical tenement is illustrated on page 3 although others may be appropriate" has been removed.</p> <p>Disabled Badge Holders Parking: To remove any ambiguity the term "maximum standard size" has been replaced with "the total number of spaces in the car park".</p> <p>Section 6: Travel Plans: The sentence "More detailed guidance on what is expected as part of a Travel Plan will be available in Travel Plans: A Guide for Developers which will be prepared as part of the Local Transport Strategy and published later in 2010" has been amended to reflect the current position. The sentence has been amended to read "More detailed guidance on what is expected as part of a Travel Plan will be available in Travel Plans: A Guide for Developers which is being prepared and will be published in 2012".</p>		
<p>Archaeology and Planning</p>	<p>Jane Smith (Scottish Government) Respondent No. 1590</p> <p>The references to 'Scheduled Ancient Monuments' should be changed to 'Scheduled Monuments'</p>	<p>Representation acknowledged and accepted.</p>	<p>All references to 'Scheduled Ancient Monuments' will be changed to 'Scheduled Monuments'.</p>

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<p><i>Other minor amendments made not as a result of representations</i></p>	<p>No minor amendments have been made.</p>		
<p>Natural Heritage</p>	<p>Nicola Abrams (SEPA) Respondent No. 408</p> <p>The Water Framework Directive (2000/60/EC) (WFD) requires that all inland and coastal water within defined river basin districts must reach at least good status by a set deadline. The National Planning Framework 2 states, <i>“there will be a need for effective interaction between development plans and River Basin Management Plans in this strategic approach to water management”</i> (Paragraph 177). Planning authorities are responsible authorities in respect of Water Framework Directive interests and the Town and Country Planning (Development Planning) (Scotland) Regulations 2008 state that “in preparing a local development plan the planning authority are to have regard to any river basin management plan relating to the local development area.” Local Development Plans therefore has a key role in supporting the implementation of the WFD to protect</p>	<p>SEPA’s supporting comments are noted and welcomed. We agree that greater links could be made between this document and the ‘Buffer Strips’ Supplementary Guidance and the ‘Open Space’ Supplementary Guidance’. Reference will be made to both Buffer Strips and Open Space Supplementary Guidance in sections 5.2 and 5.3.</p>	<p>Amend section 5.2 and 5.3 to make reference to ‘Buffer Strips’ Supplementary Guidance and ‘Open Space’ Supplementary Guidance.</p>

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	<p>and improve the water environment. Therefore we welcome the recognition in Section 5.3 of wetlands, streams and ponds as valuable habitats and support their extension or enhancement this will help support the delivery of the objectives of the WFD.</p> <p>In addition we welcome the promotion of Sustainable Drainage Systems (SUDS) in 5.3, this is in line with the requirements of The Water Environment (Controlled Activities) (Scotland) Regulations 2011 (as amended) (CAR) which makes SUDS a legal requirement for new development, with the exception of runoff from a single dwelling and direct discharges to coastal waters.</p> <p>We consider that there is an opportunity for clearer links to be made to the Buffer Strips Supplementary Guidance which highlights the important role played by watercourses in the urban environment. Many of the green corridors within Aberdeen are around urban watercourses and are highlighted in the Buffer Strips Guidance as providing valuable habitat, it would therefore be useful to cross refer to this Supplementary Guidance as well as the Open Space Guidance.</p>		

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	<p>Sue Lawrence (Scottish Natural Heritage) Respondent No. 1587</p> <p>There should be an emphasis at the start of the guidance that it is in developers' interest to plan ahead, to consider what are the natural heritage interests of their site and how to assess any impacts to these or measures to enhance them. Planning ahead in this way can help avoid delays that occur if surveys are subsequently required after an application has been submitted. This is especially the case for those protected species for which surveys should only be conducted at certain times of year.</p> <p>It should also be clear in the guidance that where there is evidence to suggest a protected species may be present or affected by a proposal, this needs to be assessed before that application is determined. As Scottish Planning Policy states, although the presence of protected species rarely imposes an absolute block on development, mitigation measures are often needed and the layout, design and timing of works may be affected.</p>	<p>It is agreed that there should be an emphasis at the start of the guidance highlighting that it is in the developers' interest to plan ahead, consider what the natural heritage interests are on their site and assess any impacts to these. A point will be added to section 1. Introduction emphasising this.</p> <p>The guidance already stated in Section 5.2 that 'where there is evidence to suggest a protected species may be present or affected by a proposal, this needs to be assessed before that application is determined.' However for clarity this has now been made clearer in the second paragraph of this section.</p> <p>Reference to the open space supplementary guidance has now been made in Section 5.4</p> <p>The definition of Favourable</p>	<p>Add text "This guidance will also help to plan ahead and potentially avoid delays that could occur if any surveys were required after an application is submitted" to Section 1 – Introduction.</p> <p>Amend sentence in second paragraph of Section 5.2 "It would be inadvisable to make a recommendation on a planning application until this survey is completed" to read "A recommendation on a planning application should not be done until the appropriate survey</p>

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	<p>We understand that Aberdeen City Council is developing for both developers and planners, an open space GIS layer which will not only identify the location and types of open space in Aberdeen, but the habitats and species present and works that could benefit them. We recommend a reference is made to this in the current guidance.</p> <p>Definition of Favourable Conservation Status (FCS).</p> <p>As Policy NE8 does not refer to FCS we recommend that this section is deleted from the guidance. For information, FCS is considered as part of a Habitats Regulations Appraisal for European sites and is one of the licensing tests for European protected species.</p> <p>5.1 Baseline survey. A Baseline survey is a complete survey of an area that can subsequently be used for monitoring. That is not what this section is referring to therefore we suggest renaming this 'Initial Assessment' or similar. 2nd para - the initial assessment can also be used to identify ways to enhance biodiversity, not just</p>	<p>Conservation Status (FCS) was specifically asked to be included by Aberdeen City Council planning officers. This section will, therefore, remain in the supplementary guidance.</p> <p>Section 5.1 Baseline Survey has been renamed to 'Initial Survey'. Reference to 'enhancing biodiversity' has also been added.</p> <p>Reference to a 'suitably experienced surveyor' and planning ahead to prevent delays has been included in Section 5.2.</p> <p>It is agreed that reference to the 'Biodiversity Planning Toolkit' should be included in Section 5.2 along with reference to 'surveys using current data'.</p> <p>Section 5.5 may be useful for reminding planners of the potential for protection and</p>	<p>is complete."</p> <p>Rename Section 5.1 Baseline Survey to 'Initial Survey'. Add reference to 'enhancing biodiversity' to second paragraph.</p> <p>Reference to a 'suitably experienced surveyor' and planning ahead to prevent delays will be included in Section 5.2 along with a link to the Biodiversity Planning Toolkit and reference to 'surveys using current data'.</p> <p>Add reference to</p>

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	<p>minimise impacts. This initial assessment can be used to produce a biodiversity audit, to identify both constraints and opportunities and draw up biodiversity objectives.</p> <p>5.2 Timing of Surveys and Works We would recommend emphasising that where it is possible that protected species may be present, it is important to ensure surveys are carried out by suitably experienced personnel before an application is submitted. Planning ahead for surveys and taking into account the times of year they should be carried out, can help avoid delays that may occur later if an application cannot be determined until survey information has been received. It may be useful to provide a link to the Biodiversity Planning Toolkit (see section 18 below) which includes both a survey and a mitigation calendar. A caveat should be attached to this as the timings in the calendar are not always ideal for NE Scotland, nonetheless, it provides a useful indication and starting point. Also, it should be ensured that survey data is still current. In general, survey data for protected species will need to be refreshed after around 12</p>	<p>enhancement after construction and may be used as a planning condition and therefore should remain in the document.</p> <p>Reference to “good mitigation and compensatory measures” has been added to the last paragraph in Section 6 - Precautionary Principle to emphasise the importance of good mitigation and compensatory measures where there is uncertainty.</p> <p>It is agreed that a link to SNH’s website should be added to Section to highlight information about the various statutory designations and SiteLink which is a GIS system that can be used to find the locations of these sites as well as the reasons why they have been notified.</p> <p>It is agreed that a link to SNH’s Protected Species advice would be helpful in Section 8, however,</p>	<p>“good mitigation and compensatory measures” to the last paragraph in Section 6.</p> <p>Add link to SNH’s website to Section 7.</p> <p>Add link to SNH’s Protected Species advice in Section 8.</p> <p>Amend second paragraph of Section 8 to read “European Protected Species (EPS) are plants and animals (other than birds) that are protected by law through the European Union (EU). They are listed in Annexes II and IV of the EU Habitats Directive</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>months. However, this depends on the circumstances and the specific species involved.</p> <p>5.5 Ensure Ecological Conditions are Met. Since this guidance is aimed at assessing planning applications, it may not be appropriate to include this in the guidance. For large developments, Ecological clerks of Works can be employed by developers to report to the council on compliance with environmental conditions.</p> <p>6. Precautionary principle. It may be helpful to emphasise the importance of good mitigation and compensatory measures where there is uncertainty (last paragraph).</p> <p>7. Site Protection Systems. It may be helpful to include a link to SNH's website which includes information about the various statutory designations and SiteLink which is a GIS system that can be used to find the locations of these sites as well as the reasons why they have been notified.</p> <p>8. Protected Species.</p>	<p>it is not felt that a link to SNH's table showing species which are known to occur naturally in Scotland would add value to the document.</p> <p>For clarity, it is agreed that it should be made clearer in Section 8 that European Protected Species are only protected under Schedule 6 of the Wildlife and Countryside Act 1981 (as amended) to avoid duplication/contradiction with the Habitats Regulations. It is also agreed that it would be useful to state that this supplementary guidance is based on species currently known to occur in Aberdeen, but in time, some species that are found within Aberdeenshire may also occur in the city.</p> <p>Reference to the bats supplementary guidance would be beneficial.</p>	<p>and are fully protected under Schedule 6 of the Wildlife and Countryside Act 1981".</p> <p>The third paragraph in Section 8 will be amended to read "While the above table 1 contains species that are known to occur in Aberdeen, in time, some species that are found in Aberdeenshire may be also be found in the City, for example, water vole."</p> <p>Add reference to the Bats Supplementary Guidance in Section 8.</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>Our website contains advice to developers and planners on protected species that it may be helpful to include a link to: http://www.snh.gov.uk/planning-and-development/advice-for-planners-anddevelopers/protected-animals/</p> <p>It also includes a table showing species which are known to occur naturally in Scotland and their protection: http://www.snh.gov.uk/protecting-scotlands-nature/protected-species/protected-species-az/</p> <p>Please note that EPS are only protected under Schedule 6 of the Wildlife and Countryside Act 1981 (as amended) to avoid duplication/contradiction with the Habitats Regulations. It may be useful to state that this supplementary guidance is based on species currently known to occur in Aberdeen, but in time, some species that are found within Aberdeenshire may also occur in the city. For example, water vole. It would be helpful to provide a reference to the recently approved interim supplementary planning guidance on bats and development in Aberdeen.</p>	<p>It is agreed that the first paragraph of Section 9 should be deleted.</p> <p>It is agreed that Section 9.3 and Section 10.3 could be improved by making it clearer when SNH should be contacted./consulted.</p> <p>It is already noted in Section 9.2 that badgers are licensed under the Protection of Badgers Act 1992 (as amended). It is agreed that a link to SNH's web page on badger licenses and developments would be more appropriate than a link to the license application form. This will be amended accordingly.</p> <p>The first point of Section 10.4 will be amended to highlight that there are other licensing purposes than preserving public health and safety.</p> <p>The link to SNH's web page on otters, development and</p>	<p>Delete first paragraph of Section 9.</p> <p>The second paragraph of Section 9.3 and second paragraph of Section 10.3 have been amended to read "SNH may be contacted for advice if there is uncertainty over whether the proposed mitigation measures are sufficient to avoid an offence under the relevant legislation.</p> <p>Amend Section 9.4 to include a link to SNH's web page on badger licenses and development rather than the application form link.</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>9.3 Badgers and Land Use Planning. Please delete the first paragraph that says that the planning authority should contact SNH as early as possible if it is suspected that badgers are present. Our Service Statement for Planning and Development states that we do not wish to be consulted on proposals where species with special protection are likely to be present, but no surveys have yet been carried out to determine their presence or absence. We may be able to advise where a recent survey/mitigation plan shows that species with special protection are present on site, but Planning Authorities are uncertain that the proposed mitigation is sufficient to avoid an offence under relevant legislation. Please contact us first by phone to discuss whether or not we should be consulted.</p> <p>9.4 Badgers and Licensing. Licences for badgers are issued under the Protection of Badgers Act 1992 (as amended). Rather than include a link to the licence application form, please include a link to our page on badger licences and developments as this contains a link to the</p>	<p>licensing is already noted on page 9 of the document.</p> <p>In Section 11.3 the text ‘delay works’ will be amended to “should delay works”.</p> <p>It is agreed that Section 16.3 – ‘When a Habitats Regulation Appraisal is required’ could be clearer. For clarity the wording will be amended to remove any confusion regarding Habitats Regulations Appraisal (HRA) and Appropriate Assessments.</p> <p>Historically, Aberdeen City Council has always referred to the SSSI at Corby as Corby Loch. This is because Lily and Bishops Loch are within the Aberdeenshire Council boundary. Scotstown is the name given to the SSSI at Scotstown as it contains more than just Scotstown Moor.</p> <p>According to the SNH website,</p>	<p>Amend the first point in Section 10.4 to read “That there is a licensable purpose for which licenses can be granted. A licence may be granted ‘to preserve public health or public safety or for other imperative reasons of overriding public interest including those of a social or economic nature and beneficial consequences of primary importance for the environment’.</p> <p>Amend Section 11.3 text ‘delay works’ to “should delay works”.</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>form as well as other information including surveys and protection plans: http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/mammallicensing/badgers-and-licensing/dev/</p> <p>10.3 Otters and Land Use Planning. Please see our comments above under badgers and land use planning on our Service Statement for Planning and Development.</p> <p>10.4 Otters and Licensing. The first licensing test is ‘That there is a licensable purpose’. One of those purposes is ‘to preserve public health or public safety....’ While this is the usually the most appropriate purpose for development, there are other purposes that can occasionally also be relevant. Rather than include a link to the licence application form, please include a link to our page on otters, development and licensing which contain a range of information including surveys and protection plans. http://www.snh.gov.uk/protecting-scotlands-nature/species-licensing/mammallicensing/otters/dev/</p>	<p>the details on Cove SSSI (dated 02/06/11) state that this site used to be important for both biological and geological features, however, it is now only important for its biological features.</p> <p>It is agreed that the titles of the tables of species in Appendix B and C should be amended from ‘designated’ to “Protected, Priority and Important Species” . , Title now changed to ‘Protected, Priority and Important Species’.</p> <p>The list of species was based on the details held by NESBReC. The European Eel was not listed, therefore it will not be added to the table.</p> <p>References have now been included in Section 18 to the NBN Gateway, North-East Biological Records Centre, RSPB and NE LBAP.</p>	<p>In Section 16.3 replace the term ‘Habitats Regulation Assessment’ with “Appropriate Assessment” .</p> <p>Amend titles of tables in Appendix B and C from ‘designated’ to “Protected, Priority and Important Species” .</p> <p>References should be included in Section 18 to the NBN Gateway, North-East Biological Records Centre, RSPB and NE LBAP.</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>11. Breeding Birds. Please note that currently the only Schedule A1 bird in Scotland is the white-tailed eagle which does not breed in Aberdeen.</p> <p>11.3 Breeding Birds and Land Use Planning. The second sentence encourages to delay works to safeguard existing nest sites that may affect breeding birds and their young. This could be read as contradicting the information provided in section 11.2 about birds and the law. It must be clear that any work that takes, damages, destroys or interferes with a nest of any wild bird is an offence and that the protection for Schedule 1 birds includes additional measures.</p> <p>16.3 When a Habitats Regulation Appraisal is required. This section confuses a Habitats Regulations Appraisal (HRA) with an Appropriate Assessment. An HRA refers to the whole process, including the Appropriate Assessment.</p> <p>Appendix A. The full name of the SSSI at Corby is 'Corby, Lily and Bishops Lochs'. The full</p>		

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	<p>name of the SSSI at Scotstown is 'Scotstown Moor'. Cove SSSI is notified for both biological and geological features (cf footnotes).</p> <p>Appendices B and C. These tables of species are helpful, although it should be noted that they are not 'designated' (see also Contents list). European eel should be added to the table.</p> <p>18. Other Useful Contacts You may wish to add the NBN Gateway (www.nbn.org.uk) and North- East Scotland Biological Records Centre (www.nesbrec.org.uk) for any records of plant or animal species in the area. The NE Raptor Study Group and RSPB can also be useful contacts as can the NE LBAP. The Biodiversity Planning Toolkit is also a useful source of information: http://www.biodiversityplanningtoolkit.com/</p>		
<p>Mr Peter Gordon (RSPB Scotland) Respondent No. 1588</p> <p>Natural Heritage Biodiversity and</p>		<p>It is agreed that geodiversity and biodiversity are not mutually exclusive. The sentence in section 2 will be amended to</p>	<p>Remove the term 'mutually exclusive' in Section 2.</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>geodiversity are not mutually inclusive: to a large extent biodiversity is influenced by geodiversity yet geodiversity frequently exists in the absence of biodiversity, past or present. We suggest deletion of "and mutually inclusive."</p> <p>Legal Obligations To Wildlife and Countryside Act 1981 (WACA 1981) add "as amended". To The Conservation (Natural Habitats &c.) Regulations 1994 add "as amended". Add "Birds Directive – the EU Birds Directive (2009/147/EU) protects all birds occurring naturally on the European territory of the EU, lists in Annex 1 those species requiring special conservation measures and requires special measures for other regularly occurring migratory species." Nature Conservation (Scotland) Act 2004: insert, after "The Council" the following - "as with all public bodies" Add to end of Table: "Wildlife and Natural Environment (Scotland) Act 2011. Also makes amendments to the WACA 1981, in particular clarifying the status of game birds."</p> <p>5.1 Baseline Survey Reword second paragraph to read "This survey should be</p>	<p>remove the term 'mutually inclusive'.</p> <p>Most of RSPB's suggested changes to Section 3 have been made. It is not felt that further text to the Nature Conservation (Scotland) Act 2004 was required as it would not add any value to the existing information for Council staff. It is also not felt that details on the Wildlife and Natural Environment (Scotland) Act 2011 should be included as the most relevant legislation is already listed.</p> <p>Section 5.1 will be reworded to highlight that baseline surveys should be carried out at an early stage in the application process.</p> <p>RSPB's suggested wording for Section 5.2 is accepted and will be amended accordingly.</p> <p>It is agreed that the second sentence of Section 5.3 should</p>	<p>Reword second paragraph in Section 5.1 to read "This survey should be conducted early on in the planning..."</p> <p>Reword second paragraph of Section 5.2 to read "In order to avoid unwittingly consenting development which is damaging to wildlife habitats, ensure..."</p> <p>Add following text to third paragraph of Section 5.2: "and this may be covered by a condition attached to a planning consent."</p> <p>Amend second</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>conducted as early as possible in the planning..."</p> <p>5.2 Timing of Surveys and Works Reword second paragraph to read "In order to avoid unwittingly consenting development which is damaging to wildlife habitats, ensure..."</p> <p>Third paragraph: add at end "and this may be covered by a condition attached to a planning consent."</p> <p>5.3 Incorporate Existing Habitats and Create New Ones Amend second sentence to read "... (such as by provision of bat and bird boxes or planting of native species) as..."</p> <p>Second paragraph, reword as follows "Consider use of Sustainable Urban Drainage Systems (SUDS), even for small-scale plans such as new driveways. By helping to reduce erosion and pollution in streams, as well as by reducing flood risk, this will benefit biodiversity."</p> <p>6 Precautionary principle. Consider deletion of second paragraph, which duplicates content of third.</p> <p>7 Site Protection Systems. Amend first</p>	<p>be amended as suggested.</p> <p>It is not felt that the suggested change to the second paragraph of Section 5.3 would add any further value to the existing text.</p> <p>The third paragraph of Section 6 re-emphasises the meaning of the precautionary principle and states when planning authorities should apply the precautionary principle, it does not simply duplicate the information.</p> <p>The suggested amendment to the first paragraph of Section 7 is accepted and the text will be amended accordingly.</p> <p>Only information that is relevant to the City will be included. Special Protected Areas are not found within the City boundary; therefore, the suggested additional information will not be added to Section 7.</p>	<p>sentence to read "... (such as by provision of bat and bird boxes or planting of native species) as..."</p> <p>Amend first paragraph of Section 7 to read "There are a number of site protection systems (designations) in Aberdeen, including those at international, national and local level."</p> <p>Add the word "regularly" before "migrate" in Section 11.1.</p> <p>Replace the term "ring ouzel" with "ringed ouzel" in</p>

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	<p>paragraph to read "There are a number of site protection systems (designations) in Aberdeen, including those at international, national and local level." In addition, at the foot of P5, add "Although none are located within Aberdeen City, Special Protection Areas (SPAs), designated under the Birds Directive, offer a high level of protection to birds which area a qualifying SPA interest whilst they are outwith its boundaries.</p> <p>8 Protected Species. At the end of this section, we suggest the addition of "Birds listed in Annex 1 of the EU Birds Directive are to be the subject of special conservation measures."</p> <p>11.1 General Information About Breeding Birds. We suggest insertion of "regularly" before "migrate": just under 600 species of bird have been recorded in a wild state in Britain but many of these only rarely.</p> <p>14.1 Determining EIA Requirement and 15 Strategic Environmental Assessment (SEA). These sections need careful checking for accuracy.</p>	<p>Section 8 deals with all protected species, and there is link to relevant information on SNH's website. It is not felt that the suggested additional details about birds would add any value to this section.</p> <p>The suggested insertion of the word "regularly" before "migrate" in Section 11.1 is accepted and the document will be amended accordingly.</p> <p>Sections 14.1 and 15 contain accurate information regarding EIA requirement and Strategic Environmental Assessment.</p> <p>The suggested addition to Section 16.4 would not add any more value to the existing sentence.</p> <p>The three steps outlined in Section 16.5 are based on advice from SNH. SNH have</p>	<p>Appendix C and list 'roseate tern' and 'white-tailed eagle' as Annex 1 EC Birds Directive species. Amend main habitat of Wood Sandpiper to "Woodland, estuaries and wetland".</p>

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
	<p>16.4 Competent Authority Insert, after "As the competent authority": "for planning consents under the Town and Country Planning (Scotland) Act 1997."</p> <p>16.5 Three Steps Step 2 needs clarification. The phrase "likely to have a significant effect on the site" does not mean that, on the balance of probabilities, it is more likely than not to have a significant effect but the test is more stringent, requiring the decision maker to decide "Can the likelihood be ruled out, beyond reasonable scientific doubt, that the proposal will have a significant effect on the site?"</p> <p>Appendix B. Delete Common vole as this species is not found in Aberdeen.</p> <p>Appendix C Example Designated Bird Species in Aberdeen. Roseate tern and white-tailed eagle are Annex 1 EC Birds Directive species. It is "ringed ousel" not "ringed ousel". In the context of Aberdeen, where the species does not breed, the main habitat of wood sandpiper is estuaries and wetland.</p>	<p>been consulted on the draft Natural Heritage supplementary guidance and no changes have been suggested for these details.</p> <p>It is not agreed that the 'Common Vole' should be deleted from Appendix B. The Common vole appears on a list provided by the North East Scotland Biological Records Centre (NESBReC) as a species found within Aberdeen City.</p> <p><i>Roseate tern and white-tailed eagle are Annex 1 EC Birds Directive species. It is "ringed ousel" not "ringed ousel". In the context of Aberdeen, where the species does not breed, the main habitat of wood sandpiper is estuaries and wetland.</i></p> <p>The suggested changes to Appendix C are accepted and the document will be amended accordingly.</p>	

Supplementary Guidance	Representation Received	Officer Response	Amendments Made as a Result of Representation
<i>Other minor amendments made not as a result of representations</i>	No minor amendments have been made.		

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	North East Scotland Local Biodiversity Action Plan (NELBAP)
REPORT NUMBER:	EPI/12/027

1. PURPOSE OF REPORT

- 1.1 To seek approval to continue the support for the North East Scotland Local Biodiversity Action Plan over the next three financial years from 2012 to 2015.

2. RECOMMENDATION(S)

That the Committee: -

A) Approves the funding of £4620 for the North East Scotland Local Biodiversity Action Plan for each of the next three financial years: 2012/2013, 2013/2014 and 2014/2015.

3. FINANCIAL IMPLICATIONS

- 3.1 Aberdeen City Council is currently contributing £4620 per financial year from its Environmental Project budget which sits within Enterprise, Planning and Infrastructure.
- 3.2 It is from this same budget that the request for funding will come from and it is anticipated that this budget will be able to accommodate the funding for the next three financial years. See following Table 1 which contains the funding forecast from Aberdeen City Council.

Table 1.

FUNDING FORECAST FOR (Period 2012 – 2015)	
2012-2013	£4620
2013-2014	£4620
2014-2015	£4620

3.3 A dedicated Council Officer currently contributes time towards the implementation of the North East Scotland Local Biodiversity Action Plan (NELBAP), and sits on both the NELBAP Management and Steering Groups. Existing staff resources from the Planning & Sustainable Development team and others from Housing and Environment will continue to help implement the NELBAP and receive guidance from the NELBAP coordinator. All costs incurred are currently covered under existing salary budgets within the relevant service.

4. OTHER IMPLICATIONS

4.1 There are no health and safety or property implications. Existing ICT equipment will be utilised.

4.2 Should the Council choose not to support the NELBAP, there is a high risk to the Council of failing to meet its international obligations under the Convention on Biological Diversity 1992, EU and UK Biodiversity Action Plans, and the Council's own Nature Conservation Strategy 2010-2015.

4.3 Improving our built and natural environment will bring environmental, social and economic benefits and contribute to our overall quality of life.

5. BACKGROUND/MAIN ISSUES

5.1 The North East Scotland Local Biodiversity Partnership was formed in 1996 by statutory and voluntary agencies plus individuals with a common interest in conserving biodiversity. The aim of the partnership is to protect and enhance the local biodiversity by developing and implementing a North East Scotland Local Biodiversity Action Plan (NELBAP).

5.2 The NELBAP is a locally driven process to meet the requirements of the UK and EU Biodiversity Actions plans, plus, the Convention on Biological Diversity 1992 which the UK Government has committed to.

5.3 The implementation of the NELBAP is by way of focusing on individual ecosystems such as freshwater, wetland, woodland, coastal and marine plus species that are relevant to the NELBAP area. The Council also recently setup and currently lead on a new Urban and Communities Local Biodiversity Action Plan which focuses on habitats and species found within urban environments plus the communities that depend on and benefit from them. Further details on NELBAP can be found at <http://www.nesbiodiversity.org.uk/>.

5.4 The Nature Conservation (Scotland) Act 2004 places a legal duty on local authorities to further the conservation of biodiversity, enhance natural features and protect wildlife. The Aberdeen and Aberdeenshire Structure Plan (2009) outlines the importance of biodiversity and wildlife habitats. Supporting the

NELBAP enables the Council to contribute to meeting its legal obligations plus the requirements of its own strategies and plans.

- 5.5 The Resources Management Committee on 10 March 2009 approved to continue funding and support the NELBAP on an annual basis for three years, 2009-2012. NELBAP are now looking to continue that funding for the next three years covering their updated 3 year Plan.
- 5.6 The NELBAP are also looking for funding from other organisations to partner fund the contribution from Aberdeen City Council. These include Aberdeenshire Council, Scottish Natural Heritage and the Forestry Commission Scotland. The exact amounts, however, could not be confirmed at the time of writing this report.

6. IMPACT

- 6.1 The NELBAP has direct links with the administration's Vibrant and Dynamic & Forward Looking requirement to 'adopt and implement policies which safeguard Aberdeen's green belt and green wedges'.
- 6.2 The NELBAP will also assist the Council in delivering a number of Single Outcome Agreement National Outcomes including: -
 - 1 – 'We live in a Scotland that is the most attractive place for doing business in Europe';
 - 10 - 'We live in well-designed, sustainable places where we are able to access the amenities and services we need'; and
 - 12 - 'We value and enjoy our built and natural environment and enhance it for future generations'.
- 6.3 This report is a request for continuation of funding and, therefore, does not require an Equality and Human Rights Impact Assessment.

7. BACKGROUND PAPERS

APPENDIX 1 – Draft North East Scotland LBAP 3 Year Plan 2012-2015.

8. REPORT AUTHOR DETAILS

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DRAFT
North East Scotland LBAP
3-Year Plan 2012-2015

The UK Biodiversity Action Plan (UK BAP) was published in 1994, and is the UK Government's response to the Convention on Biological Diversity (CBD), which the UK signed up to in 1992 in Rio de Janeiro. The CBD called for the development and enforcement of national strategies and associated action plans to identify, conserve and protect existing biological diversity, and to enhance it wherever possible.

The Scottish Biodiversity Forum is responsible for implementing the objectives of the UK BAP in Scotland. The Scottish Biodiversity Strategy "Scotland's Biodiversity: It's in your hands" sets out a 25 year framework for the conservation of habitats and species in Scotland. During 2008, a second set of Implementation Plans were approved and the LBAP process is seen as a key means of delivering these.

The Biodiversity Duty, which was made law in 2004 (as part of the Nature Conservation Act) gives all public bodies in Scotland a duty to "further the conservation of biodiversity". Delivery of biodiversity actions through local biodiversity partnerships is one way that public bodies can help fulfil this duty.

North East Scotland Local Biodiversity Action Plan (NES LBAP) Partnership was set up in 1997 and brings together three local authorities and a whole range of conservation, farming, forestry and land agencies. Its role is to provide the framework for local action on national priority species and habitats. The partnership's work also includes the conservation of species and habitats that are important to local communities, whether or not they are national priorities.

NES LBAP benefits from the participation of a wide range of partners with shared goals and objectives. NES LBAP pools limited resources and provides a mechanism for shared action. Through involvement with LBAP, partners promote nature conservation within their organisations and this helps integrate biodiversity friendly practices into the work of these organisations.

The Aims of the North East Biodiversity Partnership:

- To work towards the protection and enhancement of the biodiversity of the North East through the development of effective, local working partnerships.
- To develop and encourage local action towards national targets for species and habitats, as specified in the UK Action Plan.
- To identify targets for biodiversity conservation appropriate to the area, incorporating issues of local importance and reflecting the values of local people.
- To strengthen understanding of, support for, and involvement in the protection and enhancement of biodiversity in the North East.

- To provide a focal point and information exchange, to assist those working in biodiversity conservation throughout the region.

LBAP Partnership: Progress to Date and Looking Forwards.

This is the fourth 3-Year Plan developed by the NES LBAP Partnership. The three year plans identify ongoing and longer term priorities and detail budgets to deliver this work.

The focus on the last 3-year plan was the establishment of ecosystem groups and the completion of Action Plans for the majority of the UK priority habitats present in the North East. Where possible, actions for LBAP priority species have been incorporated into relevant Habitat Action Plans but in a few cases, individual Species Action Plans have been prepared. A new national list of UK priority habitats and species was approved in 2008 and a review of this has been undertaken to identify which of these habitats and species are present in the North East and to identify additional species which are of local importance in this area. Ecosystem groups have reviewed existing action plans and identified priorities for action over the coming three year period.

Continued development of the website has been undertaken will information on biodiversity issues together with links to useful documents and guidance.

The emphasis within the 3-Year Plan 2012-15 is on the implementation of these priorities together with continued awareness raising on a range of biodiversity issues. A mechanism for monitoring progress on actions will be established.

- Priorities for action over the next three years will include:
- the delivery of a wetland habitat restoration project
- a pond survey initiative involving schools across the North East
- establishment of a demonstration project to seed and manage a new roadside verge for local biodiversity and monitor success.
- sharing information on seed mix and methods used and aim to establish best practice guidelines for seeding new verges
- the promotion of natural woodland restoration and management to land owners
- the continued production of a quarterly, electronic newsletter with the specific objectives of; making a wider public aware of the socio-economic importance/value of biodiversity and the role they can play in protecting biodiversity
- development and implementation of a plan to make more proactive use of regional/local media outlets.
- the delivery of regional "campaigns" which engage with communities and promote the importance of biodiversity e.g. a "Bio Blitz" public biological recording/awareness-raising event planned for 2012

NES LBAP will continue to work with other partnerships in the area to promote the delivery of habitat and species action plans. Close working with NESBReC to map and monitor the distribution of priority habitats and species will continue.

The Partnership Structure (see Figure 1)

The NES LBAP Partnership employs a full-time LBAP Co-ordinator responsible for the day to day running of the project. This post is hosted and line managed by the James Hutton Institute. The finances and general direction of the project is provided by the LBAP Steering Group which is made up of ecosystem group chairs together with representative of partner organisations. Day to day guidance of the project is delegated to a Management Group.

There are five ecosystem groups and an overarching awareness group which supports the work of all ecosystem groups and the Steering Group.

The ecosystem groups are chaired by relevant partner organisations and meet three to four times a year. The groups have representation from all relevant partner organisations together with other relevant experts or interested individuals or groups.

The NES LBAP Awareness Group has developed an awareness strategy which aims to promote awareness of the partnership and key biodiversity messages, together with promoting the work of the ecosystem groups.

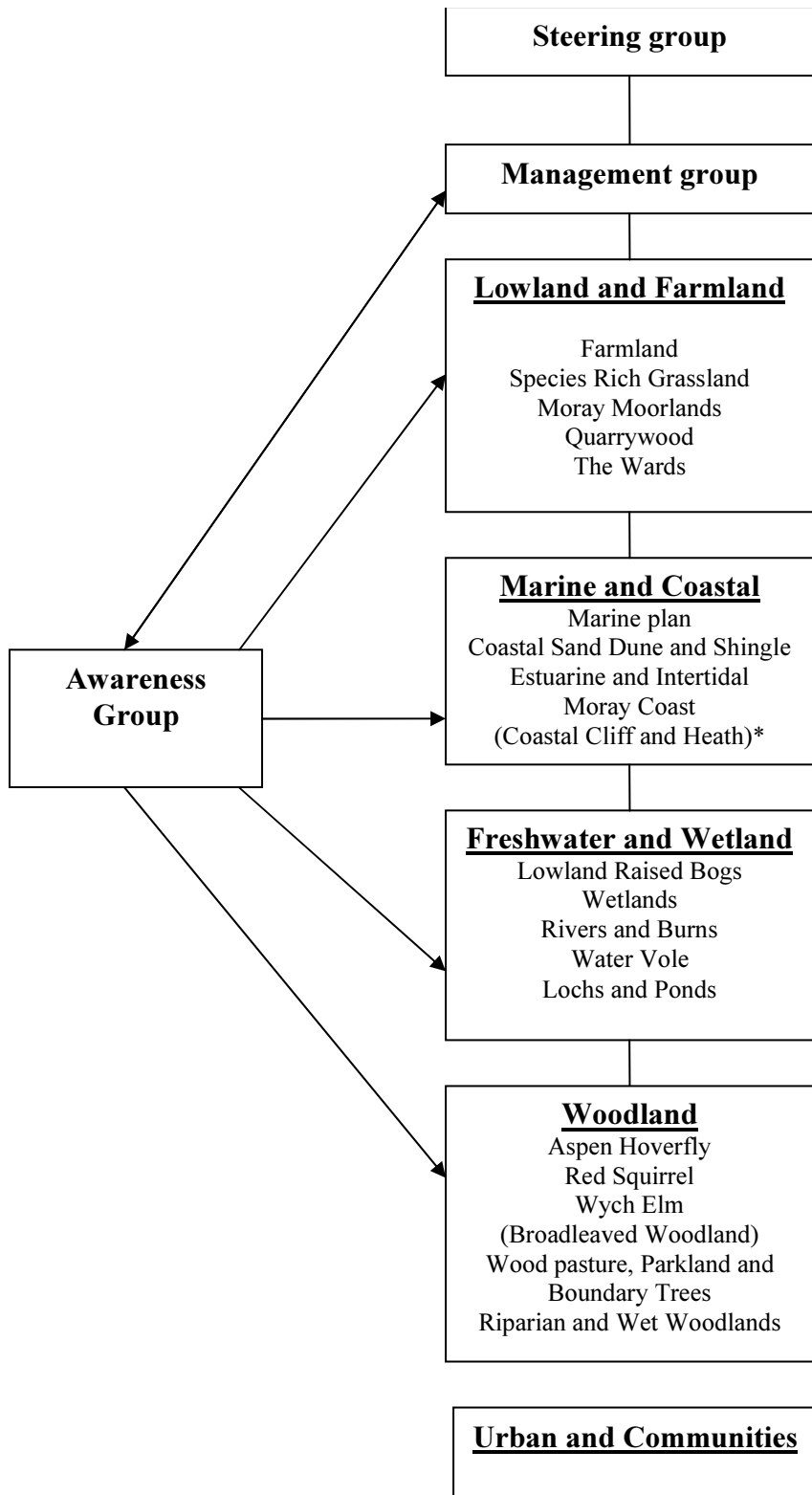
Project implementation and Monitoring

Many of the actions identified in the habitat and species action plans are carried out on a day to day basis by partner organisations. These include the protection of priority habitats through regulatory roles and promoting awareness of priority species by Rangers when leading guided walks and educational activities.

Other actions require a more co-ordinated approach or additional resources. Where these are identified by the ecosystem groups, the Co-ordinator will work together with the group to establish the feasibility of a project and possible sources of funding. The Steering Group will make the final decision on which of these projects to implement, based on the funding and resources available.

Ecosystems groups report progress on action plans to the LBAP co-ordinator. Discussions are ongoing regarding the continued use of the national Biodiversity Action Reporting System (BARS). This is a centrally collated database of biodiversity action carried out across the UK with the information being used to monitor progress towards national targets for UK priority species and habitats. It is understood that this system can be used to monitor local actions. If this system is to be discontinued, a local system of monitoring actions will be established.

Figure 1: The North East Scotland Local Biodiversity Partnership



Plan 2012-15 Aims, Objectives and Actions

Aim 1: To work towards the protection and enhancement of the Biodiversity of the North East through the development of effective working partnerships.			
Objective	Action	Lead Partners	Other Partners
1.1 To maintain the North East LBAP Partnership.	1.1.1 To maintain a partnership agreement with associated funding.	All funding partners	
	1.1.2 Seek additional core funding.	LBAP co-ordinator.	
	1.1.3 To support and maintain the NE LBAP working groups including steering group and ecosystem groups.	Steering group	
1.2 To build and maintain links with the Scottish Biodiversity Forum (SBF) and other national groups.	1.2.1 Ensure information from SBF is circulated to partners.	LBAP co-ordinator.	
	1.2.2 LBAP Co-ordinator to sit on national Freshwater and Wetland group and to attend LBAP network meetings.		
1.3 To work with partners and local experts in supporting projects for biodiversity by community groups.	1.3.1 Facilitate community groups to undertake biodiversity projects by providing advice, guidance and information on funding via the website and input from the Project Co-ordinator.	Awareness group, Urban and Communities group.	Aberdeen City Council, Aberdeenshire Council, The Moray Council, SNH
Aim 2: To develop and encourage local action towards national targets for species and habitats as specified in the UK Action Plan.			
Objective	Action	Lead Partners	Other Partners
2.1 To ensure all relevant habitats and species are covered by action plans and to review plans on a regular basis.	2.1.1 Ecosystem groups to review action plans on a regular basis to ensure information is up to date and actions are in line with national and local objectives.	Ecosystem group chairs	Other relevant partners
	2.1.2 Action plans are to be made available on the website.		
	2.1.3 Maintain a list of Priority Habitats and Species relevant to NE Scotland on the NE LBAP website.	Habitats and species group	
	2.1.3 Incorporate habitats and species in existing plans where possible and consider the requirement for new plans if necessary	Ecosystem groups	

2.2 Ensure actions identified in plans are carried out, subject to availability of resources.	2.2.1 Review existing action plans and make sure actions are achievable.	LBAP co-ordinator, Ecosystems groups	
	2.2.2 Ecosystem groups to monitor implementation and to report progress at each Steering Group meeting	Ecosystem groups	
2.3 Identify actions where there is no clear lead organisation or where co-ordinated action or additional resources are required.	2.3.1 Identify actions requiring additional resources and in association with the ecosystem groups outline a mechanism for implementation of these actions and identify funding and resources required. Implement as directed by steering group.	LBAP co-ordinator, Management group, Steering group	Ecosystem groups
2.4 Identify and seek protection for key sites within the North East for LBAP priority habitats and species.	2.4.1 Contribute towards review of Local Nature Conservation Sites.	Aberdeen City Council, Aberdeenshire Council	Ecosystem groups
2.5 Monitor effectiveness of local action plans in contributing to national actions.	2.5.1 Ecosystem Chairs and Partners to supply information on implementation to LBAP Co-ordinator	Ecosystem chairs	Other relevant partners
	2.5.2 System for yearly monitoring of action implementation to be established. Data extracted to be entered into the national Biodiversity Action Recording System.	Ecosystem chairs and partners, LBAP co-ordinator	
	2.5.3 Work with NESBReC to collate baseline data on habitats and species (in addition to action monitoring) using the integrated habitat survey data and species records stored by NESBReC	Habitats and species group	
Aim 3: To identify targets for biodiversity conservation appropriate to the local area incorporating issues of local importance and reflecting the values of local people.			
Objective	Targeted Action	Partners	Other Partners
3.1 Provide mechanism for additional plans based on local priorities	3.1.1 In association with local experts, NESBReC and other interested groups, identify local priority species and encourage Ecosystem Groups to include actions for these species within any relevant Action Plans.	Habitats and species group Ecosystem groups	

Aim 4: To strengthen understanding and support for and involvement in the protection of biodiversity in the North East.			
Objective	Action	Partners	Other Partners
4.1 Strengthen awareness and understanding of biodiversity within the local area and support and extend practical opportunities for participation.	4.1.1 Review and update website on a regular basis to provide up to date information, news on LBAP activities and examples of good practice.	Awareness group, LBAP co-ordinator	
	4.1.2 To seek press coverage for launch of action plans and any other events or projects as relevant.	Awareness group, LBAP co-ordinator	
	4.1.3 Run recording projects jointly with NESBReC to encourage public participation and awareness raising.	Awareness group	
	4.1.4 Produce annual report of NE LBAP achievements for distribution to partnership members and other interested parties	Awareness Group	
4.2 Support action plan development	4.2.1 Liaise with partner organisations providing walks, talks and education activities to ensure maximum awareness raising of biodiversity issues.	Awareness group	Aberdeenshire Council, Aberdeen City Council, The Moray Council, NTS, SNH
	4.2.2 Provide stands/displays at relevant events subject to resource availability.	LBAP co-ordinator and partners	
	4.2.3 Provide training/workshops in association with specific plans aimed at land owners/land managers.	Ecosystem groups	

Aim 5: To provide a focal point for information exchange to assist partnership development between those working in biodiversity conservation throughout the region.

Objective	Action	Partners	Other Partners
5.1 Provide information to partners, other interested organisations and individuals	5.1.1 An annual LBAP workshop will be held for the partnership to re-focus ideas and review progress.	LBAP co-ordinator	
	5.1.2 Provide an information exchange network and source of contacts for those interested in biodiversity locally, and the work of the LBAP locally and nationally.	Awareness group, LBAP co-ordinator	Partner organisations
	5.1.3 Provide advice and guidance to NE businesses on incorporating biodiversity considerations into their operations and projects.	Awareness group, LBAP co-ordinator	

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Technical Advice Note: Retail Impact Assessments
REPORT NUMBER:	EPI/12/042

1. PURPOSE OF REPORT

- 1.1 The Planning etc. (Scotland) Act 2006 paragraph 22 (1) states that a planning authority may adopt and issue guidance in connection with a local development plan. Aberdeen City Council has already prepared a number of draft Supplementary Guidance documents and a number of these have been adopted or are proposed for adoption as Interim Planning Guidance, pending adoption of the Local Development Plan.
- 1.2 The purpose of this report is to obtain Committee approval for a new item of draft Technical Advice, on Retail Impact Assessments, to be issued for public consultation. Please see appendix 1 for a copy of the Technical Advice Note. The document has been prepared in support of the Aberdeen Local Development Plan (LDP). The document provides guidelines for applicants on what the Council expects a Retail Impact Assessment to cover within Aberdeen. Technical Advice Notes do not carry the same weight as Supplementary Guidance when adopted as part of the Local Development Plan.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
 - (a) Approve the Retail Impact Assessment Technical Advice Note document for public consultation.
 - (b) Agree that following completion of the relevant consultation, any comments received and subsequent amendments to the draft Advice be presented to a future meeting of the Committee.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report, other than costs incurred through consultation and publicity related to the proposed guidance. Any such expenses incurred can be met through existing budgets. The implication for the priority based budgeting is positive. Detailed topic-based advice has value in reducing officer time spent on pre-application discussions, and will therefore prove fruitful in reducing cost. This relates to PBB option EPI PSD02 - Rationalise planning application management.

4. OTHER IMPLICATIONS

- 4.1 There are no known legal or equipment implications arising from this report.
- 4.2 As a major landowner in the city, proposals for the development of land and assets owned by Aberdeen City Council will be subject to assessment in line with the principles and standards set out in the Guidance, where applicable.
- 4.3 The progression of the Advice document will provide a clear framework for decision making, allowing comprehensive guidance for both applicants and officers, thereby making a significant contribution towards the Council's aim of promoting and achieving sustainable development.
- 4.4 The proposed Technical Advice Note on Retail Impact Assessments provides clear information regarding when repair of windows and door is expected and where replacement is required the styles and finishes that are expected.
- 4.5 The draft Advice will be incorporated when finalising the Strategic Environmental Assessment (SEA) environmental report at the end of the Local Development Plan process.

5. BACKGROUND/MAIN ISSUES

- 5.1 The Council agreed the content of the Proposed Plan on 18 August 2010. The Proposed Plan was a critical stage in the plan preparation process and was the result of a significant amount of assessment and public consultation.
- 5.2 The Retail Impact Assessment guidance document proposed in this report is a Technical Advice Note. The information provided within it is not deemed to have the same weight as Supplementary Guidance or an adopted Local Development Plan. However, it does provide information and guidance which is considered a material consideration when analysing a planning application.

5.3 The purpose of the Advice document is to provide guidelines for applicants on what the Council expects a Retail Impact Assessment to cover for retail development proposals within Aberdeen. This will help to ensure that Retail Impact Assessments submitted as part of planning applications for retail development contain all the relevant information required. This will ensure that there is a consistent approach relating to retail developments.

6. IMPACT

6.1 The Local Development Plan continues to support the vision of Aberdeen becoming an even more attractive place to live and in which to do business and will ensure that high quality employment opportunities exist. This process aspires to improve the access that the people of Aberdeen have to high quality services that meet their needs. The development and refinement of fit for purpose guidance to assist the Aberdeen Local Development Plan is paramount to supporting this vision and achieving the goals that Aberdeen aspires to.

6.2 The vision for Aberdeen is to be a city which is vibrant, dynamic and forward looking – an even better place to live and work, where people can expect high-quality services that meet their needs. This means making a visible difference to the quality of the city’s urban and natural environment by promoting high quality development and providing an effective infrastructure to make us a world class strategic location.

6.3 To do this we must think strategically, facilitate development, engage positively with communities and the business sector and be open and transparent in our decision making. We also have a key role in delivering the vision for the City and Shire as expressed through regional plans and strategies. Planning and Sustainable Development is tasked with seeing that Aberdeen stays at the forefront of planning for the future.

6.4 The guidance represented in this report relates to the following Single Outcome Agreement objectives: 1- We live in a Scotland that is the most attractive place for doing business in Europe; 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; 13- We take pride in a strong, fair and inclusive national identity; and 15- Our public services are high quality, continually improving, efficient and responsive to local people’s needs.

6.5 The guidance represented in this report meets the vision of the Community Plan in promoting a strong image of the City and a sense of civic pride.

6.6 The guidance represented in this report supports the Council's 5 year Business Plan in terms of protecting and enhancing our high quality natural and built environment,

7. BACKGROUND PAPERS

- Aberdeen Local Development Plan – Proposed Plan
http://www.aberdeencity.gov.uk/Planning/ldp/pla_aldp_document_map.asp
- Appendix 1 – Technical Advice Note: Retail Impact Assessments

8. REPORT AUTHOR DETAILS

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Technical Advice Note: Retail Impact Assessments

Reference Number: DRAFT

A GUIDE FOR RETAIL IMPACT ASSESSMENTS

INTRODUCTION

This Technical Advice Note (TAN) has been prepared to assist applicants seeking planning permission for large retail proposals that wish to, or are required to produce a Retail Impact Assessment (RIA). This TAN also provides guidance to applicants on the expectations of Aberdeen City Council (ACC) and sets out the basis upon which assessment will be considered.

A RIA will not, under any circumstances, be the sole basis upon which an application will be determined. The policies contained within the Local Development Plan (LDP) establish issues which will be considered and identify criteria, which will need to be met. Applicants are strongly recommended to refer to these policies and enter into discussions with Planning Officers from ACC for advice as early in the development process as possible.

The guidance contained in this note has no statutory force and in no way overcomes the provisions of the Development Plan nor the rights and responsibilities of ACC determining the application nor those of the applicant. Nevertheless, it reflects Scottish Planning Policy (SPP) and LDP policy on retailing by establishing a positive approach to ensure a balance is drawn between the introduction of large retail units and the maintenance of existing centres.

What is a Retail Impact Assessment (RIA)?

A RIA is a means of establishing the potential commercial impact of a proposed new retail development on existing and committed (i.e. not yet built but have planning permission) retail developments. The main reason for the preparation of a RIA is to provide relevant information to assist in the determination of an application for planning permission for major retail development. It is also used for assessing the significance of the impact on the current and future vitality and viability of the surrounding centres.

RIA is only an aid to decision making. All retail applications should be consistent with the policies contained within the Aberdeen LDP and Aberdeen City and Shire Structure Plan. In order to determine major retail applications additional information will be required, both qualitative and quantitative, including information on the design and built form of the proposed development, the level of car parking, the provision of infrastructure, etc.

When is a Retail Impact Assessment Necessary?

Generally a RIA is necessary when a proposed development is of a scale sufficient to be likely to have a significant impact on the trade of existing or committed retail centres and the surrounding area. A RIA will normally be required for any retail development which is individually or cumulatively over 2500m² in gross retail floorspace and located outwith a designated centre. However, larger retail developments within designated centres may also require a RIA.

Proposals which are individually or cumulatively below 2500m² but may have a significant impact on local centres may also be asked to undertake an RIA. For smaller individual shops where it is unnecessary to undertake a RIA, a statement of retail impact may be required.

A statement of retail impact should briefly outline the potential impacts the proposed development may have on vitality and viability of nearby centres.

DEVELOPMENT PLAN POLICIES

Aberdeen City and Shire Structure Plan (2009)

The current Aberdeen City and Shire Structure Plan (2009) highlights the importance of a strong service sector, particularly in retail. This can be supported by prioritising Aberdeen city centre as well as other existing centres within the City to improve the regional shopping facilities and promote vitality and viability. The Plan also sets a target for Aberdeen to be one of the top 25 retail areas in the UK by 2030.

Aberdeen Local Development Plan (2012)

The following policies within the Aberdeen Local Development Plan (LDP) (2012) give detailed expression of the structure plan to guide retail development to the most appropriate locations.

- Policy C1 – City Centre Development – Regional Centre
- Policy C2 – City Centre Business Zone and Union Street
- Policy RT1 – Sequential Approach and Retail Impact
- Policy RT2 – Out of Centre Proposals
- Policy RT5 – Retail Development Serving New Development Areas

The Aberdeen LDP sets out a hierarchy of centres and the role of each centre. Applicants are required to demonstrate a sequential approach to the site selection of the given development.

The LDP also takes into consideration the impact a retail development can have on vitality and viability of existing centres and the need for assessment of retail impact to determine this. The plan asks for a formal retail impact assessment for large retail developments (developments over 2,500 sqm gross floorspace) and evidence that there will be 'no significant adverse effect on the vitality and viability of any retail location listed in Supplementary Guidance: Hierarchy of Retail Centres' for smaller developments.

Other Policy Considerations and Determination of Applications

In addition to the specific policies relating to retailing within the LDP, retailing proposals will be required to accord with other more general policies such as those relating to accessibility and design. Even if a proposal is deemed to be acceptable in terms of its retail impacts it could be refused because of poor design or non-compliance with other policies in the plan. Paragraph 81 of SPP details accessibility requirements for new retail developments.

Other factors, which will be considered in assessing an application, include demonstration of a strategic need, the provision of competition and choice to consumers, impact on existing shops in nearby town, district and neighbourhood centres, road safety and the ability of the centre to accommodate additional variety of retail offer.

RETAIL IMPACT METHODOLOGY

The Sequential Approach

Applicants for major retailing proposals are required to show that they have complied with the sequential approach for site selection and that they will not have an adverse impact on the vitality and viability of existing retail centres. SPP states:

"The sequential approach should be used when selecting locations for all retail and commercial leisure uses unless the development plan identifies an exception. It should also apply to proposals to expand or change the use of existing developments where proposals are of a scale or form sufficient to change their role and function. "

The sequential approach requires that locations are considered in the following order: town centre, edge of town centre, other commercial centres identified in the development plan and out of centre locations that are or can be made easily accessible by a choice of transport modes.

Applicants should be able to demonstrate that all potential town centre options have been thoroughly assessed before less central sites are considered for development. The onus of proof that more central sites have been assessed rests with the applicant.

The sequential approach applies equally to proposals for extending existing edge of centre and out of centre development that creates additional floorspace. These will be treated as if they were new development and on the basis of the trade of the store extension.

What should be included in a Retail Impact Assessment?

ACC will encourage the following stages to be undertaken by the applicant when producing a RIA. This methodology has been taken from the Scottish Government research 'Town Centre and Retailing Methodologies' (2007). ACC are aware that some applicants may have their own set methodology and are willing to discuss this prior to the submission of the RIA.

Stage 1 – Scoping and determining deficiency and capacity for new development

Applicants for retail planning applications are encouraged to scope the development proposal and potential retail impact in advance of the preparation of the RIA. This will include agreement with ACC as to whether the proposed development warrants a full RIA or whether a shorter, more indicative assessment, in the form of a retail statement, is appropriate. It is also an opportunity to agree a range of issues in advance of preparing the RIA.

In assessing need it is necessary to examine the nature and quality of existing shopping provision; are there qualitative deficiencies in types of provision, by sector or geographically? Is there evidence that existing shops are not meeting available demand? Is there a leakage of trade from the catchment area? Evidence of need does not automatically justify approval of an application for retail development (nor result in refusal should there be no “need”) but may be a material consideration in determining the significance of any impacts.

Stage 2 - Surveys

Encouragement is given to the use of household surveys, in particular where:

- Development proposals are for large and/or complex retail developments.
- Where there is no up-to-date existing household expenditure information.
- Where there is significant uncertainty about the catchment area or trading characteristics of the proposed development

The use of up-to-date survey information on a range of issues will increase the accuracy and reliability of RIA results.

Stage 3 - Identification of the Catchment Area

The identification of the catchment area, and the proportion of trade drawn from this area, is an important stage in the RIA and it will directly affect the assessment of trade diversion from competing centres and retail impact.

If the proposal is to be situated outwith a centre or at an edge of centre site, the applicant must consider the likely catchment of the proposal with reference to travel distances determined from survey of comparable facilities elsewhere in the North East, in addition to determining the catchments of the adjacent centres. The catchment area needs to be sufficiently wide enough to ensure that the influence of the proposal can be assessed.

Stage 4 - Identification Existing Estimates of Population and Available Expenditure

This is required to understand existing trading conditions.

Stage 5 - Identification of Future Estimates of Population and Available Expenditure

In stages 4 and 5 estimates of existing and future population in catchment areas should be based, in the first instance, on information provided through planning authorities. In the absence of this information it can be provided from other sources, notably through the General Register Office (Scotland) or from the Census. The most practical sources for estimates of available expenditure per capita are commercial data providers.

Stage 6 - Existing Floorspace and Turnover

The identification of existing floorspace and its turnover is central to the assessment of retail impact. Household surveys, if well designed, should be used to provide estimates of the turnover of existing floorspace. For small developments, or where centres are large compared to proposed developments and/or existing centres are not considered to be unduly sensitive to impact the use of estimates based on averages may be appropriate.

Stage 7 - Turnover of Proposed Development

This will be an important factor in determining the calculation of retail impact. The estimate of the turnover of the proposed development should utilise a range of techniques including reference to market share within the catchment, average turnover levels and comparable developments elsewhere (the latter particularly for new forms of development). For small scale developments the use of national average figures combined with sensitivity tests may be appropriate.

Stage 8 - Trade Draw

Trade draw identifies the origin (for example where they live) of those who spend money in the proposed development. It is a useful concept for assisting with other stages of the RIA including the estimate of proposed development turnover and estimation of trade diversion. For small or straightforward development proposals trade draw does not require to be undertaken explicitly as part of the RIA.

Stage 9 - Trade Diversion

Trade diversion is distinct from trade draw and identifies the source of turnover of the proposed development from existing shops and centres. The research concludes that at this stage RIA can become highly subjective and there is no doubt that this stage is fundamental to the calculation of retail impact. Trade diversion assumptions will, therefore, need to be fully and carefully justified.

Factors that should be considered for assessing trade diversion include:

- Characteristics of the competing shopping locations based on those which are most likely to be in competition with the development including similarity of retail offer.
- Scale of centres (in particular turnover in relevant goods categories).
- Intervening distance.
- Existing shopping patterns.
- Shoppers' travel habits and patterns.
- The relative attractiveness of centres.

Stage 10 - Calculation of Impact

The actual calculation of retail impact is based on the deduction of the trade diversion identified (from Stage 9) from the turnover of centres in the test year (from Stage 6). As well as identifying the absolute loss of trade from a centre there are a number of additional ways in which this impact figure can be measured including:

- Percentage loss of trade.
- Residual turnover.
- Impact on market share of centres.

Stage 11 – Qualitative Assessment

It should be stated in the RIA the amount of floorspace that will be dedicated to both convenience and comparison goods. If the retailer is known, the RIA should describe the type of goods that the retail development will sell in terms of convenience and comparison goods. Qualitative improvements such as, customer, operational and external facilities should also be stated.

Stage 12 - The Condition of Centres: Health Check Information

Information on vitality and viability indicators of existing centres should be provided to support the analysis of the significance of retail impact. Indicators that ACC encourage applicants to use are:

- Pedestrian count,
- Prime rental values,
- Retailer representation and intentions
- Space in use for different town centre functions and how it has changed,
- Retailer representation and intentions (national multiples and independents),
- Commercial yield,
- Vacancy rates,
- Physical structure of the centre, including opportunities and constraints, and its accessibility,
- Environmental quality and amenity,
- Periodic surveys of consumers, and
- Crime and safety levels.

Stage 13 - Significance of Impact

The research recommends that RIAs should include an interpretation of the significance of the impact arising from a proposed development. This should include reference to vitality and viability indicators of centres (from Stage 12) and address a range of issues that could result from the impact of the proposed development on the centre.

The role of cumulative RIA

Cumulative RIA (i.e. assessing the combined effects of more than one retail development proposal on a centre or centres) will be appropriate in certain situations including:

- When more than one proposal is applying for planning permission (and there is the possibility that more than one could gain consent).
- Where recent consents have been granted and schemes have not yet reached their test year.
- Where there have been significant changes over a recent time period and the town centre(s) are still adjusting to impacts.

Data availability

In order to address difficulties regarding the availability and quality of data the research recommends the adoption of the following:

- Agreement at scoping as to appropriate information sources, including potential alternatives.
- Clear statement of information sources and assumptions underpinning data so that these can be reviewed.

Definitions

City Centre Business Zone (CCBZ)

The area containing the highest concentration of shopping floorspace in the City Centre. The boundary can be found in the LDP Proposals Map.

Town Centres, District Centres and Neighbourhood Centres

Other centres within the hierarchy of centres. Town Centres support all retail developments where the market area is the town or area but isn't citywide or regional. District Centres are groups of shops outwith the city centre, usually containing at least one food supermarket or superstore and non-retail services. Neighbourhood Centres also provide local retail provision, primarily of a convenience and retail nature. A list of defined Town Centres, District Centres and Neighbourhood Centres within Aberdeen is provided in the Hierarchy of Centres Supplementary Guidance (SG).

Retail Parks

A grouping of three or more retail warehouses with associated car parking. Retail Parks within Aberdeen are also defined in the Hierarchy of Centres SG.

Retail Warehouses

Single storey "warehouse" stores with or without limited mezzanine floor space selling bulky, non-food goods, with a minimum of 1,000 square metres of floorspace, occupying a warehouse type building and having on-site car-parking facilities. Such formats may not be suited to a retail centre location.

Out of Centre

A location clearly separate from a defined centre, but not necessarily outside the urban area.

Out of Town

A location which comprises development on a green-field site, or on land not clearly within the current urban boundary.

Shopping Centre

A group of retail outlets designed and built as a unified whole under one roof. There will be at least one store, usually a superstore, together with a mixture of food and non-food shops, and supported by car-parking facilities.

Superstore

Generally single level, self-service stores, offering a wide range of food and non-food merchandise, with at least 2,500 square metres net sales area and supported by car parking.

Supermarket

A single level, self-service stores selling mainly food with a trading floorspace of less than 2500 square meters but more than 500 square metres. Such “basket stores” are eminently suited to a town centre location.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure Committee
DATE	Tuesday 31 st January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Interim Guidance - Union Street Frontages
REPORT NUMBER:	EPI/12/043

1. PURPOSE OF REPORT

- 1.1 The Planning etc. (Scotland) Act 2006 paragraph 22 (1) states that a planning authority may adopt and issue guidance in connection with a local development plan. Aberdeen City Council has already prepared a number of draft Supplementary Guidance documents and has consulted on 49 of these alongside the Proposed Aberdeen Local Development Plan for a period of 16 weeks (between 24th September 2010 and 17th January 2011).
- 1.2 This committee report relates to the Supplementary Guidance document, Union Street Frontages, which has been subject to minor amendments due to the Reporter's Recommendation following the Examination of the Proposed Aberdeen Local Development Plan. This report presents the amendments recommended by the Reporter's on the Supplementary Guidance. These are presented to the Council to approve the draft Supplementary Guidance as interim planning guidance.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
 - a) Note the representations received on the draft Supplementary Guidance;
 - b) Approve officers' responses to representations received on the draft Supplementary Guidance document; and
 - c) Adopt the Supplementary Guidance document as interim planning advice and, pending Council approval for adoption of the Aberdeen Local Development Plan, agree for officers to send the Supplementary Guidance documents to be ratified by the Scottish Government.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no immediate financial implications arising from this report as the cost of printing the document can be met from the existing Local Development Plan budget.

4. OTHER IMPLICATIONS

- 4.1 This is the continuation of a significant piece of work that has involved and will impact upon many other council services, public bodies, the business and development industries and the citizens of Aberdeen.
- 4.2 As a major landowner in the city, proposals for the development of land and assets owned by Aberdeen City Council will be subject to assessment in line with the principles and standards set out in the Supplementary Guidance, where applicable.
- 4.3 The progression of this Supplementary Guidance document will provide a clear framework for decision making, allowing comprehensive guidance for both applicants and officers, thereby making a significant contribution towards the Council's aim of promoting and achieving sustainable development. Detailed topic-based Supplementary Guidance also has value in reducing officer time spent on pre-application discussions.
- 4.4 This document will be incorporated when updating the Strategic Environmental Assessment (SEA) environmental report at the end of the Local Development Plan process.

5. BACKGROUND/MAIN ISSUES

- 5.1 A previous draft of this Supplementary Guidance was presented alongside the Aberdeen Local Development Plan – Proposed Plan. The Council agreed to the content of the Proposed Plan and Supplementary Guidance on 18 August 2010. The Proposed Plan was a critical stage in the plan preparation process and represents the Council's settled view on what the final content of the adopted Plan should be. The production of the Proposed Plan and the draft Supplementary Guidance was a result of a significant amount of assessment and public consultation.
- 5.2 As part of the Local Development Plan process, a 16 week period of consultation was undertaken, during which representations from the public and other organisations were invited on the Proposed Plan and draft Supplementary Guidance documents. Representations received and the officer response related to the draft Supplementary Guidance can be found in Appendix 1.
- 5.3 The representations received on the Proposed Aberdeen Local Development Plan were presented to Council on 27 April 2011.

Council noted these representations and authorised the submission of the Aberdeen Local Development Plan – Proposed Plan and appropriate supporting documentation to the Scottish Ministers for Examination. The Examination commenced on 10 May 2011. We received the Reporter’s Report on 21 December 2011.

- 5.4 Council officers have taken into account the recommendations received by the Reporter in relation to the Proposed Aberdeen Local Development Plan. As a result of the recommendations received, a change has been made to draft Supplementary Guidance, Union Street Frontages.
- 5.5 Unlike other Supplementary Guidance documents that have recently gone to Committee, this specific document has had to wait for the Reporter’s Report. Representations (see Appendix 1) made by Mrs Lisa Russell of Rapleys LLP on behalf of HSBC Bank Plc (1553) and Mr Fraser Littlejohn of Montagu Evans LLP on behalf of Threadneedle Property Limited (843) made comments on Policy C2 – City Centre Business Zone and Union Street but referred to the percentages that form the content of the Supplementary Guidance document. Therefore, we sought the Reporter’s recommendation regarding the matter of retail frontages to clear any uncertainty. Although Mrs Theresa Hunt of Paull and Williamsons on behalf of Castlecall Ltd. (1574) comment referred to the Union Street Frontages Supplementary Guidance rather than Policy C2 – City Centre Business Zone and Union Street it was thought to be consistent to ask the Reporter for their recommendation.
- 5.6 The Reporter’s Report was received on 21 December 2011 and stated that the guidance does not form part of the local development plan however the Reporter agrees that the suggested reduction in the threshold for sector A is desirable as it would help reflect the more difficult retail trading conditions and the additional new floorspace that has come forward in the city centre. The Reporter also agrees that sector G is the most important sector for comparison shopping.
- 5.7 The Union Street Frontages Guidelines aim to maintain an appropriate mix and location of shopping, service and commercial leisure functions on Union Street. It does this by applying minimum percentages of ground floor retail frontage that are required in individual sectors of Union Street. The 8 individual sectors along the length of Union Street are shown at the end of the Supplementary Guidance document. Proposals for a change of use from retail (Class 1)* to non-retail uses such as cafés, restaurants, hotels, leisure and financial and professional services are measured against these minimum percentages as well as other relevant criteria set out in this document.

6. IMPACT

- 6.1 The Local Development Plan continues to support the vision of Aberdeen becoming an even more attractive place to live and in which

to do business and will ensure that high quality employment opportunities exist. This process aspires to improve the access that the people of Aberdeen have to high quality services that meet their needs. The development and refinement of fit for purpose Supplementary Guidance to assist the Aberdeen Local Development Plan is paramount to supporting this vision and achieving the goals that Aberdeen aspires to.

- 6.2 The vision for Aberdeen is to be a city which is vibrant, dynamic, forward looking – an even better place to live and work, where people can expect high-quality services that meet their needs. For Planning and Sustainable Development this means making a visible difference to the quality of the city’s urban and natural environment by promoting high quality development and providing an effective infrastructure to make us a world class strategic location.
- 6.3 To do this we must think strategically, facilitate development, engage positively with communities and the business sector and be open and transparent in our decision making. We also have a key role in delivering the vision for the City and Shire as expressed through regional plans and strategies. Planning and Sustainable Development is tasked with seeing that Aberdeen stays at the forefront of planning for the future.
- 6.4 The Supplementary Guidance represented in this report. relates to the following Single Outcome Agreement objectives: 1- We live in a Scotland that is the most attractive place for doing business in Europe; 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; 13- We take pride in a strong, fair and inclusive national identity; and 15- Our public services are high quality, continually improving, efficient and responsive to local people’s needs.
- 6.5 The Supplementary Guidance represented in this report meets the vision of the Community Plan in promoting a strong image of the City and a sense of civic pride.
- 6.6 The Supplementary Guidance represented in this report supports the Council’s 5 year Business Plan in terms of protecting and enhancing the built environment, attracting visitors, workers and investment to protect the economic future of the city, and, to facilitate new development projects to improve Aberdeen’s living and working environment.
- 6.7 An Equality and Human Rights Impact Assessment has previously been carried on the Supplementary Guidance. This shows that there

will be some positive impacts of the Plan on a range of equalities groups.

7. BACKGROUND PAPERS

- Appendix 1 – Table of Representations and Officer Responses
- Appendix 2 – Union Street Frontages Supplementary Guidance
- Aberdeen Local Development Plan – Proposed Plan
http://www.aberdeencity.gov.uk/Planning/ldp/pla_aldp_document_map.asp
- Aberdeen Local Development Plan – Proposed Plan Representations
http://www.aberdeencity.gov.uk/Planning/ldp/pla_aldp_proposed_plan_representations.asp
- Aberdeen Local Development Plan – Proposed Action Programme
<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=31716&sID=14342>
- Aberdeen City and Shire Strategic Development Planning Authority: Aberdeen City and Shire Structure Plan
<http://www.aberdeencityandshire-sdpa.gov.uk/nmsruntime/saveasdialog.asp?IID=423&sID=149>
- Planning etc. (Scotland) Act 2006
http://www.opsi.gov.uk/legislation/scotland/acts2006/asp_20060017_en_1
- Scottish Planning Series: Planning Circular 1/2009: Development Planning
<http://www.scotland.gov.uk/Resource/Doc/261030/0077887.pdf>
- The Town and Country Planning (Development Planning) (Scotland) Regulations 2008
http://www.opsi.gov.uk/legislation/scotland/ssi2008/ssi_20080426_en_1

8. REPORT AUTHOR DETAILS

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Union Street Frontages

Introduction

Union Street is Aberdeen's principle street that runs East to West through the City Centre Business Zone (CCBZ) in the heart of the City Centre. The street plays a prominent and wide-ranging role in the life of the City and has a major role in the City's retail function. The Union Street Frontages Policy Guidelines have helped to protect this function since 1977.

WHAT ARE THE UNION STREET FRONTAGES GUIDELINES?

The Union Street Frontages Guidelines (USFG) aim to maintain an appropriate mix and location of shopping, service and commercial leisure functions on Union Street. It does this by applying minimum percentages of ground floor retail frontage that are required in individual sectors of Union Street. The 8 individual sectors along the length of Union Street are shown at the end of this document. Proposals for a change of use from retail (Class 1)* to non-retail uses such as cafés, restaurants, hotels, leisure and financial and professional services are measured against these minimum percentages as well as other relevant criteria set out in this document.

*As defined in the Town and Country Planning (Use Classes) (Scotland) Order 1997

BACKGROUND: POLICY CONTEXT

Policy C2 in the Aberdeen Local Development Plan provides the context for determining planning applications for a change of use from retail to a non-retail use at ground floor level to premises that have a frontage to Union Street.

Policy C2: City Centre Business Zone and Union Street

The City Centre Business Zone is the preferred location for major retail developments as defined in Policy RT1. Where sites are not available in the City Centre Business Zone, then sites elsewhere in the City Centre may be appropriate. Proposals for a change of use from retail (Class 1 of the Use Classes Order) to other uses within the City Centre Business Zone will only be acceptable if :

- 1) the proposal is in Union Street it must accord with the Union Street Frontages Supplementary Guideline.
- 2) in other parts of the City Centre Business Zone it can be demonstrated that there is a lack of demand for continued retail use of the premises (applicants may be required to demonstrate what efforts have been made to secure a new retail use since the property became vacant) and how the new use contributes to the wider aims for city centre enhancement; and the proposed new use must enhance or adequately maintain daytime vitality, and an active street frontage; and the alternative use does not conflict with the amenity of the neighbouring area.

Proposals to use basement and upper floor levels for retail purposes will be encouraged

THE UNION STREET FRONTAGES

Policy Guidelines

Proposals for a change of use to ground floor premises that have a frontage to Union Street will be determined in accordance with Policy C2 of the Aberdeen Local Development Plan.

Proposals to enhance the vitality and viability of Union Street as a key retail location within the City Centre will be supported.

In the west end of Union Street (i.e. west of Union Terrace/Bridge Street), proposals for a change of use from retail to uses such as cafes, restaurants, hotels, leisure and financial and professional services (Class 2 of the Use Class Order) will be approved provided:

daytime vitality is enhanced or adequately maintained; and
an active street frontage is maintained.

In addition, proposals for change of use from Class 1 (retail) to other uses will be assessed within the context of the Union Street Frontages Guidelines. The Guidelines seek to keep a specified level of retail frontage within different parts of Union Street.

The minimum percentage of ground floor retail frontage that is required for the individual sectors of Union Street varies, illustrating the relative desirability of fostering continued retail use in and adjacent to particular parts of Union Street. For example, the minimum percentage of ground floor frontage that is required for the area between Bridge Street/Union Terrace and Market Street/St. Nicholas Street is higher than the minimum required percentage at the west-end of Union Street. This reflects the greater demand for retail uses in the prime shopping area as well as the desirability of encouraging diversity of city centre uses and activities at the west-end.

There is also a need to avoid excessive concentrations of non-retail uses, including licensed premises, where this would be likely to have a significantly adverse effect on continued retail use of existing groups of retail units or on amenity.

Table 1

Percentage of ground floor retail frontage in individual sectors:

Sector	Minimum Required Retail %	Actual Retail %	Spare Capacity %
A	40%	61.8%	+21.8%
B	75%	73.8%	-1.2%
C	35%	39.9%	+1.9%
D	30%	33.6%	+3.6%
E	30%	36%	+6%
F	70%	75.9%	+5.9%
G	90%	90%	0%
H	65%	68.3%	+3.3%

As of **25/11/2011** (The location of the individual sectors is shown at the end of this document. The actual retail and spare capacity percentages frequently change. We will periodically update these figures on our website aberdeencity.gov.uk)

Where a unit is vacant, its last known use is used to calculate the actual ground floor retail frontage of a particular sector, except in cases where a vacant unit has an extant planning permission that has not yet been implemented. In the latter instance, the most recently authorised use class is used for calculation purposes.

The Union Street Frontages policy guidelines allow for an unlimited amount of flexibility above the minimum required level of Class 1 retail frontage at ground floor level on Union Street. There is limited flexibility of up to 1% below the minimum required level where the proposed new use meets the other relevant criteria as set out in this supplementary planning guidance.

Regard should be had to other policies in the Aberdeen Local Development Plan that may be relevant.

SECTOR DESCRIPTIONS

Sector A: Broad Street to St. Nicholas Street (26- 62 Union Street)

This sector currently sits above its minimum required percentage of retail frontage at ground floor level and has done for a number of years. It is bounded by the former E&M department store to the east and the Clydesdale Bank to the west. This particular sector of Union Street is just outside the most popular retail location and is dominated by two units with large floor areas but also has less intensive uses such as opticians and betting offices.

Sector B: St Nicholas Street to Union Terrace Gardens (78-142 Union Street)

This sector of Union Street is just one section of the most popular retail location along Union Street, which is reflected in its high minimum retail frontage of 75%. The retail function of this sector is strong and has been strengthened since the retail development on Guild Street.

Sector C: Union Terrace to Union Row (146-228 Union Street)

The Monkey House Bar and Restaurant building bounds this sector to the east and there are a number of smaller retail units to the west of the Music Hall. The minimum required level of retail frontage of 35% reflects the progressively diverse nature of the ground floor units heading towards the west-end although there is still a reasonably strong retail character in this sector.

Sector D: Union Row to Holburn Junction and part of Albyn Place (232-520 Union Street and 2-4a Albyn Place)

This is a relatively long section of Union Street encompassing a total of 38 units, which includes uses such as retail, financial and professional services, restaurants, bars and two churches. The minimum required percentage of retail frontage at ground floor level in this sector is relatively low at 30% and this reflects the strong demand to provide a greater mix of uses at the west-end of Union Street.

Sector E: Part of Holburn Street and Holburn Junction to Bon Accord Street (1-39 Holburn Street and 333-501 Union Street)

Sector E is another long stretch of the city centre with 32 units along its length, which includes a mix of uses such as retail, financial and professional services, restaurants, bars and one church. Similar to sector D, this sector has a relatively low minimum required percentage of ground floor retail at 30%.

Sector F: Bon Accord Street to Bridge Street (167- 269 Union Street)

Of the 30 units along this sector of Union Street, 23 are currently in use as Class 1 retail. The actual percentage of retail frontage at ground floor level for this sector has been above the minimum level for a number of years. The relatively strong demand for retail in this sector and its close proximity to the most popular retail location is reflected in the minimum required percentage of ground floor retail frontage of 70% for this sector.

Sector G: Bridge Street to Market Street (1 – 13 Union Bridge and 73 - 163 Union Street)

Bridge Street to Market Street is one of the main sections of the most popular retail location on Union Street (the other being sector B). This sector has a minimum retail percentage of 90%, the highest in the whole of Union Street. The actual percentage of retail frontage has been on or around 90% since 1997 with very few vacant units or proposals for a change of use away from retail. This particular sector still functions as a prime location for retail and should be maintained accordingly.

Sector H: Market Street to Exchequer Row (3 – 67 Union Street)

This sector has only 17 units along its length. It is bounded by the H&M store to the west and includes the Vue Cinema towards the eastern-end. The current minimum level of retail frontage required at ground floor level in this sector is 65% and the current actual ground floor retail frontage is slightly above this. This has been reasonably constant for some time.

GLOSSARY

Active Street Frontages

Building frontages designed to extend the influence and animation of interior uses outwards into the surrounding public space or street by visual contact between inside and out.

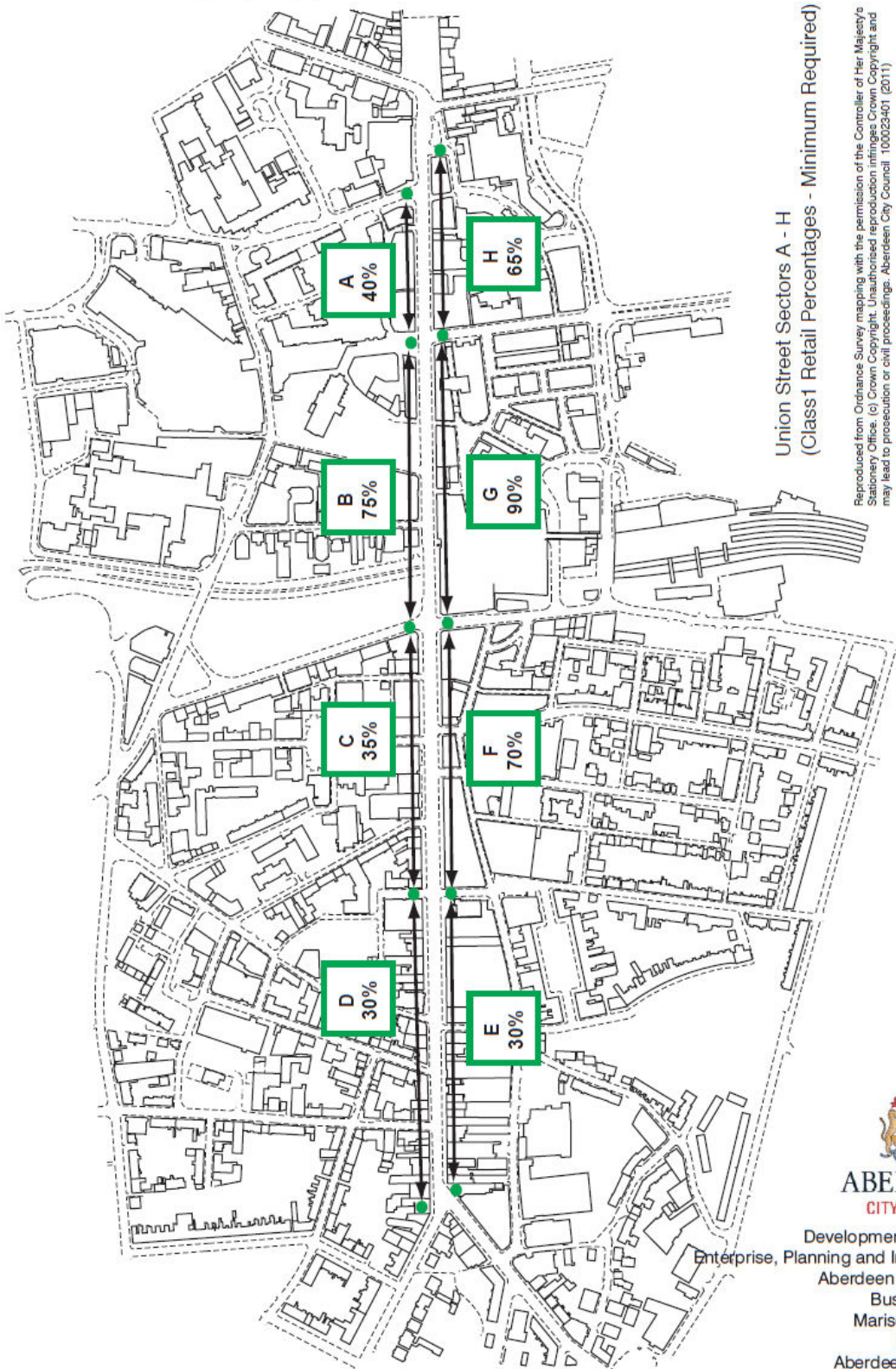
Vitality

The vitality of a centre is reflected by the number of people present using the centre at different times of the day. It can measure the liveliness of a centre.

Viability

The viability refers to the centre's ability to attract investment and adapt to changing needs.

Plan 1: Minimum required level of Class 1 retail frontage at ground floor level in the Union Street Frontages policy guidelines area.



Union Street Sectors A - H
(Class 1 Retail Percentages - Minimum Required)

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ABERDEEN
CITY COUNCIL

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ABERDEEN CITY COUNCIL

COMMITTEE Enterprise, Planning and Infrastructure

DATE 31 January 2012

DIRECTOR Gordon McIntosh

TITLE OF REPORT Report on Audit Scotland's recent assessment of reform and modernisation of the planning system.

REPORT NUMBER: EPI/12/044

1. PURPOSE OF REPORT

- 1.1 To summarise the findings of Audit Scotland's recent assessment of reform and modernisation of the Scottish planning system and inform members of the Council's progress with planning modernisation in the light of the audit.

2. RECOMMENDATION

- 2.1 It is recommended that
- Committee notes the findings and key recommendations of the Audit Scotland report and endorses the actions taken by the Council in pursuit of modernising the planning service and implementing the recommendations of the audit.
 - The Convenor writes to the Scottish Ministers outlining the concerns that a fee increase is required to help cover the costs of delivering a modernised planning service.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no specific implications for revenue and capital budgets, priority based budgeting, or state aid arising directly from consideration of this report.

4. OTHER IMPLICATIONS

- 4.1 There are no other implications stemming from this report.

5. BACKGROUND/MAIN ISSUES

- 5.1 The Planning etc. (Scotland) Act 2006 initiated a modernisation programme to change the way the whole planning system works, and how all stakeholders engage in the planning system. In September 2011, Audit

Scotland carried out an assessment of progress on planning modernisation by the public sector bodies responsible for the planning system in Scotland in order to assess whether these had succeeded in making the planning system more economic, efficient and effective. The full text of the document can be viewed at:

www.audit-scotland.gov.uk/docs/central/2011/nr_110915_modernising_planning.pdf

- 5.2 The Audit Report gives three key messages about progress, performance and resources and recommends six key areas for planning authorities to consider. Progress and performance in Aberdeen City has been steadily improving but there are changes that require to be considered and taken forward to implement the findings of the audit.
- 5.3 The audit concentrated on the main public bodies that are involved in the planning system namely:
Scottish Government
Six key government agencies (SNH, SEPA, Transport Scotland, Historic Scotland and Architecture and Design Scotland)
Four strategic development planning authorities (including Aberdeen City and Aberdeenshire Strategic Development Plan Authority)
34 planning authorities (including Aberdeen City Council)

5.4 Key Messages from the Audit

- 5.4.1 Overall, the first key message from the audit is that the public bodies

“have made progress in modernising the planning system and are working better together. However more progress is needed to realise the full potential of modernisation.”

Audit Scotland reports that the key agencies and planning authorities are working together better but that further progress is needed. The key agencies have reviewed their processes, and now seek to provide more of their input at an earlier stage in the planning process and to have less involvement in the detailed assessment of planning applications.

Although the Scottish Government was praised for providing leadership of the modernisation programme, it was criticised for not establishing a framework for evaluating progress on the key aims, for not completing the implementation of key parts of the legislative programme and for not addressing additional costs incurred by planning authorities in implementing the 2006 Act. Since the audit report was published, the Scottish Government has published its timescale for introducing the changes to permitted development rights (including those for householders, now scheduled for February 2012), has announced that it will publish another consultation paper on planning applications fees next year (see below) and continues to work with planning authorities on piloting a new performance assessment framework (see below).

5.4.2 The second key message relates to the assessment of planning authorities' performance in making decisions on planning applications in the six years to March 2010. It concluded that,

“despite modernisation and falling numbers of applications, few councils are performing well against timescales set for processing planning applications. However, time is only one indicator of performance and a more comprehensive performance measurement is needed.”

The audit used only performance data which was already in the public domain. The latest data was a year old by the time of the audit (see below) and it measured performance in the year 2009-10 during which planning authorities had the added burden of implementing the main procedural changes associated with the new hierarchy of applications, pre-application requirements, neighbour notification duties and the local review body process. Additionally most planning authorities including Aberdeen City Council implemented their e-planning systems during that year. The audit showed that 77% of users surveyed (householders, agents, businesses and developers) were very or fairly satisfied with the application process. However, their expectations were not met in terms of the timescale for decision-making, of being kept informed and in dealing with enquiries.

5.4.3 The third key message is in relation to financing the planning system. The audit concluded that,

“the funding model for processing planning applications is becoming unsustainable as the gap between income from fees and expenditure increases, putting greater pressure on already constrained council budgets.”

The Scottish Government sets planning application fees and expects them to cover the total cost of processing planning applications (although fees do not apply to all types of applications, for example Listed Building Consent applications have no fee). Research by ARUP Associates was published by the Scottish Executive in 2005 and 2009 as part of the Modernising Planning exercise which accompanied the legislative changes introduced by the new Planning Act. The research concluded that

- in practice local authorities have only rarely achieved high or total levels of cost recovery through fees (the average being circa 83 percent),
- that, although fee increases alone are unlikely to cover costs, there is a good case for fee increases to help offset the additional burdens imposed by the modernised planning system (possibly focussed on raising the maximum fee level because cost recovery is considerably lower on larger applications) and that
- fee increases should be matched by a strong performance framework to ensure that these additional resources reach the frontline of development management services

The proposed action to review fees had been long awaited in terms of resourcing the new planning application process given the considerable disparity between cost recovery in Scotland and elsewhere, particularly the

costs of managing major development proposals. Since then, no action has been taken by the Scottish Government and a further consultation paper is expected next year.

5.5 Performance in Aberdeen

5.5.1 With very limited resources in comparison to other local authorities, (in terms of number of staff dedicated to e-planning) Aberdeen City Council has successfully implemented an e-planning system which has:

- given internet access to view and comment on planning applications (from April 2009)
- implemented e-consultation with the 6 key agencies and with over 15 other agencies (from April 2011)
- given applicants and agents the ability to submit applications online (from April 2009) with 20 percent of applications now received in this way and increasing gradually
- appointed a full time e-planning project manager (October 2011) to develop an enhance the Council's e-planning service. For instance to develop the Council's online planning pages, enable public access to application information on a web based geographical information system and implement an interactive online local development plan and electronic fee payment.

5.5.2 This year Aberdeen City has also started to use processing agreements to project manage major planning applications in line with best practice advocated by the Scottish Government and has received very positive feedback from applicants on their usefulness and effectiveness in the development management process.

5.5.3 Since 2009, the Scottish Government has required that a Service Improvement Plan (SIP) be prepared by each planning authority. The SIP for Aberdeen City Council is currently being reviewed and the intention is that this will, in future, incorporate a wider range of planning performance indicators/measures against which the Council's performance can be gauged. The Scottish Government and Heads of Planning Scotland (including Aberdeen City as a lead authority) are working on devising a new set of indicators/measures for assessing the performance of all Scottish planning authorities, including refined and simplified average speed of decision making figures as well as new measures related to quality of decision making, place making and community engagement.

5.5.4 However, the only consistent and comparable measure of performance in managing planning applications currently available is that of decision-making against specified time periods. The recently published performance statistics (see Table 1) show an improved performance in the national average from spring 2010 to spring 2011. Aberdeen benchmarks its performance against the other three main city planning authorities and the

Scottish average. Table 1 shows that Aberdeen is above the national average performance in terms of speed of decision making in terms of the total applications decided, as well as on householder applications and applications for business and industrial uses. However the figures show the City lagging behind in terms of applications for housing developments and listed building consents. This issue has been recognised and actively tackled by, amongst other things –

- removing the duty to notify Historic Scotland of certain types of listed building consent for Category B listed buildings and
- the introduction of processing agreements

The next set of figures is expected to show a substantial improvement in these categories.

5.6 Recommendations for planning authorities

5.6.1 The audit report makes a series of recommendations for each group of public sector bodies involved in the planning system. The actions for this Council relate to the six key recommendations for planning authorities. The current position and actions are summarised below.

5.6.2 **Recommendation 1:** Councils should review their schemes of delegation to ensure the decision-making process is as efficient as possible.

This Council operates two schemes of delegation in relation to planning decision-making. The first of these is the statutory scheme of delegation under the Planning etc (Scotland) Act 2006. This relates to planning applications for local developments. The second scheme of delegation is under the Local Government (Scotland) Act 1973 and relates to all other types of application (eg. major applications, listed building consents etc). The schemes are working well in delegating the vast majority of applications to officers and enabling the Development Management Sub-Committee to focus on the most significant and controversial proposals. There is, however, scope for merging the two schemes and amending them to introduce further efficiencies and it is intended that a report on amending the schemes of delegation is brought back to the Development Management Sub-Committee in the first half of 2012.

5.6.3 **Recommendation 2:** Councils should work with the Scottish Government to monitor use of e-planning and quantify efficiency savings.

The Council has recently appointed an e-planning project manager who will be an active participant in the Scottish Government's e-planning group and will be responsible for monitoring and improving the Council's e-planning service (for both development management and development planning) and quantifying efficiency savings as far as possible.

5.6.4 **Recommendation 3:** Councils should ensure processes are in place to enable and support better and more creative engagement with community councils and the wider community.

Development Management and Enforcement Charters are now in place clearly explaining the planning service and laying down the standards of customer service that the public are entitled to expect from the Council's Development Management Team.

The introduction of Development Plan Schemes allows Councils to specify the timetable for engaging with key agencies and the public when preparing development plans. This provides advance notice of when key stages and consultations will take place and ensures communities are better prepared to participate in plan making. Within Aberdeen we have always strived to make participation as effective as possible and held meetings outwith the statutory process.

The Council is actively engaged in a dialogue with the wider community through the Aberdeen City and Shire Economic Forum (ACSEF) Planning Modernisation Group and with the development industry through the Trinity Group which seeks to promote and remove barriers to sustainable economic growth in the City.

An independently chaired mediation meeting between the planning service and Community Council's was held in September. In line with the actions jointly agreed at that time the Council is actively engaged with the Community Council planning chairs to:

- draft a protocol for Community Council engagement in the planning process setting out a shared understanding of roles and responsibilities
- establish regular meetings to discuss issues
- arrange workshops to discuss processes and procedures using a case study application
- hold a training session on planning gain

5.6.5 **Recommendation 4:** Councils should ensure they use a project planning approach for managing major applications and agree key milestone stages and dates with applicants and key stakeholders.

In line with Scottish Government guidance the Council actively encourages the use of processing agreements for all major applications. The process gives greater transparency and manages expectations of the decision-making timescales. Three have been signed so far this year and two of the three major applications covered by these agreements have met the challenging timescales set down in the agreements. In future officers will be offering applicants the opportunity to enter into a processing agreement for all major applications. Templates and procedures are being put in place to facilitate this. Recent feedback from the development industry has been very positive about the improvement that processing agreements have made to transparency, speed and certainty of decision making in pursuit of high quality, sustainable economic development in the City.

5.6.6 **Recommendation 5:** Councils should work together, and with the Scottish Government, to develop a new comprehensive performance measurement framework that clearly links planning activities with national outcomes.

A joint project is currently underway by the Scottish Government and Heads of Planning Scotland to define the component parts of an alternative performance assessment framework. Aberdeen is participating in a pilot exercise with four other planning authorities. The aim is to define a set of mandatory performance criteria which every planning authority will use so that comparative performance analysis will be possible. There will be discretionary criteria which can be selected for use locally to suit the characteristics of each service. It is hoped that this will be ready for use in relation to the Service Improvement Plan for 2012-13.

- 5.6.7 **Recommendation 6:** Councils should collect, monitor and report data on the cost of development planning and development management to help inform the setting of planning fees and to help make decisions on how resources can be used effectively.

Previous research, carried out for the Scottish Government, identified flaws and inconsistencies in the way that all councils measure the costs of planning application activity. It should include direct staff costs incurred on managing planning applications and indirect costs for the service (such as ICT costs, administrative supplies and committee costs). The application fees have not been restructured by the Scottish Government to address additional costs borne by the Council since 2009 (eg additional costs incurred on pre-application procedures, neighbour notification responsibilities and local review body activities). A further consultation paper on fee levels is expected from the Scottish Government in early 2012. To inform this process officers in Development Management are actively recording the time taken to deal with a range of different types of application in order to gain a better understanding of the overall cost of the development management service and provide information to inform decision making on fee levels by the Scottish Government. Work is underway stemming from the Service Review to measure activity across the planning service more accurately than in the past. If there a corporate time recording system were to be introduced as has been indicated in the past it would considerably help this task.

- 5.6.8 **Supplementary recommendations** are included in the audit report relating to development plan monitoring, working with key agencies, benchmarking practices, and the use of trend data to forecast resource requirements for managing planning applications.

- 5.6.9 At its meeting of 15 December the City and Shire Strategic Development Planning Authority considered the Modernisation Audit and resolved to send a letter to Audit Scotland emphasising the importance of an up-to-date development plan and undertaking to address the audit's specific recommendations by:

- putting in place more formal staff support arrangements with the two partner councils to ensure appropriate staffing for the SDPA and
- highlighting that the four SDP Managers will work together with key agencies to develop a shared understanding of roles, responsibilities and

expectations and to ensure processes are in place to enable and support better and more creative engagement with community councils and the wider community.

5.7 Financial Implications

5.7.1 The Audit Scotland report does not impose any new financial implications but it does identify that there is a widening gap between income and expenditure for managing planning applications and that this is placing greater pressure on already constrained council budgets. The lack of action by the Scottish Government on restructuring planning application fees to take account of the new hierarchy of applications and additional duties carried out by planning authorities is placing increased strain on the Council's budget.

5.8 Conclusions

5.8.1 The Audit Scotland report is a timely assessment of progress on planning modernisation by the public bodies. The Council's own progress is good but improvements have been identified and are being taken forward as detailed above.

5.8.2 Audit Scotland's conclusions about the lack of improvement in performance by planning authorities were misinformed by relying on old data. Performance data published since the audit report shows performance improving across the country and Aberdeen City Council is performing satisfactorily in most areas and informal feedback has generally been very positive. The audit report's recommendation to use a more comprehensive measurement of performance is welcomed.

5.8.3 The audit report confirmed that the planning application fee structure and levels require urgent attention by the Scottish Government to ensure that a sustainable funding model for development management services is in place. Work is required to gather more accurate cost information at local level.

5.9 Recommendations

5.9.1 It is recommended that:

- Committee notes the findings and key recommendations of the Audit Scotland report and endorses the actions taken by the Council in pursuit of modernising the planning service and implementing the recommendations of the audit.
- The Convenor writes to the Scottish Ministers outlining the concerns that a fee increase is required to help cover the costs of delivering a modernised planning service.

6.0 IMPACT

6.1 By improving service delivery modernisation of the planning service in the City supports the vision of the Community Plan, Corporate Plan, Service

Plan and Vibrant Dynamic and Forward Looking. This vision is of the City becoming an even better place to live and work, where people can expect high-quality services that meet their needs. For Planning and Sustainable Development this means making a visible difference to the quality of the city's urban and natural environment by promoting high quality development and providing an effective infrastructure to make us a world class strategic location.

- 6.2 To do this we must think strategically, facilitate development, engage positively with communities and the business sector and be open and transparent in our decision making. We also have a key role in delivering the vision for the City and Shire as expressed through regional plans and strategies. Planning and Sustainable Development is tasked with seeing that Aberdeen stays at the forefront of planning for the future.
- 6.3 This report relates particularly to the Single Outcome Agreement objective that seeks to ensure that our public services are high quality, continually improving, efficient and responsive to local people's needs.
- 6.4 An Equality and Human Rights Assessment has not been necessary in relation to this report.

7.0 BACKGROUND PAPERS

The full text of Audit Scotland's report on Modernising the Planning System Audit can be viewed at:

www.audit-scotland.gov.uk/docs/central/2011/nr_110915_modernising_planning.pdf

8.0 REPORT AUTHOR DETAILS

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TABLE 1**Number of planning applications decided within target time periods - comparative performance data**

	Aberdeen		City benchmarking partners		Scottish average	
	Apr – Jun 2011	<i>Apr – Jun 2010</i>	Apr – Jun 2011	<i>Apr – Jun 2010</i>	Apr – Jun 2011	<i>Apr – Jun 2010</i>
All applications decided in under two months (excludes majors)	79.2%	71.2%	63.3% to 82.4%	67.9% to 78.0%	69.7%	67.1%
Householder applications decided in under two months	90.9%	87.2%	84.6% to 94.2%	87.2% to 96.3%	85.1%	82.9%
Business and industry local applications decided in under two months	71.9%	23.5%	50.0% to 80.0%	23.5% to 81.8%	58.4%	53.4%
Housing local applications decided in under two months	11.1%	20.8%	11.1% to 71.9%	20.8% to 58.3%	45.4%	42.1%
Listed Building and Conservation Area consents decided in under two months	35.7%	20.6%	35.7% to 70.9%	18.1% to 57.5%	50.1%	39.2%

Source: Scottish Government, Directorate for the Built Environment
<http://www.scotland.gov.uk/Topics/Statistics/Browse/Planning/planapps2012Q1>
<http://sh45.inta/Topics/Statistics/Browse/Planning/Publications>

ABERDEEN CITY COUNCIL

COMMITTEE: **Environment, Planning and Infrastructure**

DATE: **31st January 2012**

DIRECTOR: **Gordon McIntosh**

TITLE OF REPORT: **Various small scale traffic management and development associated proposals (New Works)**

REPORT NUMBER: **EPI/12/009**

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 officers. It also brings forward proposals associated with new developments as part of the development management process. In addition to these measures, this report also includes proposals for individual parking spaces for Blue Badge holders which now require to be progressed through the normal legal process for the required Traffic Regulation Order.

2. RECOMMENDATION(S)

That the Committee:

1. Approve the proposals in principle.
2. Instruct the appropriate officers 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. Instruct the appropriate officers to commence the combined statutory consultation for the traffic regulation order for the list of Blue Badge parking spaces and report back to a future meeting of this Committee.

3. FINANCIAL IMPLICATIONS

The current Five Year Business Plan has identified savings from the Road Safety and Traffic Management budget. There has also been a comprehensive review of the Capital Plan which will result in proposals having to await funding for implementation.

Budget	Implementation costs (£)	Maintenance costs (£) after 5 years	Comments
(●) Cycling, Walking, Safer, Streets (Scot Gov grant-funded)	9130	3995	If budgets are not currently available locations will be placed on a priority list for when future funding becomes available
(❖) Developer financed	Nil	1700	Maintenance of these works generally falls to the council maintenance budget when they are on-street restrictions
(➤) Disabled Parking	7472 (approx 263 per space)	2800	Some of these spaces will require to be relined approximately every 10 years at a cost of £100 per space and some will require removal before this time at a cost of £108 per space.

4. 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.

5. BACKGROUND/MAIN ISSUES

There are traffic management proposals for **19** locations brought forward during the course of routine examination of road safety and traffic flows, **4** proposals resulting from a request from a developer and **1** from Grampian Police. There are also **2** further locations for “Car Club” bays being funded through NESTRANS.

Key:	Funded from the Cycling, Walking, Safer Streets grant funded budget
❖	Funded by the developer (future maintenance by ACC)
➤	Funded from the current Disabled Parking revenue budget
○	No funding required

The following proposals will be funded from Cycling, Walking, Safer Streets budget

Ashgrove Road – Proposed extension of “At any time” waiting restrictions

A parking problem at the junction with Back Hilton Road was highlighted by a resident through Councillor Laing. The short section of unrestricted kerblin on the south of Ashgrove Road often has vehicles parked on it. Larger vehicles then turning into Ashgrove Road from Back Hilton Road find their movement blocked causing the junction to become blocked. It is proposed to progress “At any time” waiting restrictions along this short length of kerbside in order to address this problem

The proposals are indicated on the plan below.

Implementation cost - £60
 Estimated maintenance cost – £60 every 5 years

Ward (7) – Midstocket/Rosemount
 Elected members – Corall/Cormie/Laing

Braeside Terrace – Proposed “At any time” waiting restrictions

It has been highlighted through the City Wardens that, following the change of use of Nos 21/23 Springfield Road to a dental practice, vehicles are now parking on Braeside Terrace and also the slip road on the west side of Springfield Road. This has created problems for larger vehicles accessing Braeside Terrace and has resulted in damage to the grass verge, carriageway kerbing and also street signage. Additional “At any time” waiting restrictions covering this junction will remove this congestion and the damage to council property

The proposals are indicated on the plan below.

Implementation cost - £400
 Estimated maintenance cost – £400 every 5 years

Ward (11) – Airyhall/Broomhill/Garthdee
 Elected members – Townson/Wisely/Yuill

Bridge Street – Proposed revocation of TAXI rank

A recent taxi rank survey was requested by the Licensing Committee and through it a number of issues were highlighted. One related to the night time operational hours and the policy to relocate ranks on Union Street during these hours with the ranks on the side streets being closed at this time.

The current operational hours of this rank does not allow easy integration with this night time policy and, considering the low usage currently recorded, it is proposed that the traffic restrictions applying at this section of road for this taxi rank be revoked.

The proposals are indicated on the plan below.

Implementation cost - £300

Estimated maintenance cost – Nil

Ward (12) – Torry/Ferryhill

Elected members – Allan/Cormack/Donnelly/Kiddie

Broomhill Road – Proposed “At any time” waiting restrictions at school entrance

Vehicles are currently being parked on the redundant entrance to the school on Broomhill Road during school entry/exit times in order to drop off/pick up school pupils.

This practice results in the obstruction of the free flow of pedestrian traffic, and in particular school children, along this footway to the expense of road safety for pupils. To resolve this, a short section of “At any time” waiting restrictions is proposed to be implemented across this unused access.

The proposals are indicated on the plan below.

Implementation cost - £60

Estimated maintenance cost – £60 every 5 years

Ward (11) – Airyhall/Broomhill/Garthdee

Elected members – Townson/Wisely/Yuill

Cornhill Road – Proposal alterations to “Residents Only” and “Pay and Display” parking bays Mon – Fri; 10am to 4pm

It has been requested by a resident in Cornhill Road that the current layout of the “Residents Only” and “Pay and Display” bays be altered to improve residents’ ability to park on this busy street outside Aberdeen Royal Infirmary. This resident carried out a small survey of her neighbours to ascertain whether they would be in favour of such a change and her results showed a marginal majority in favour of the change.

This proposal, if approved, will progress through the normal legal process but should there be objections from residents then it is anticipated that it would be taken no further.

The proposals are indicated on the plan below.

Implementation cost - £100

Estimated maintenance cost – no additional costs

Ward (7) – Midstocket/Rosemount

Elected members – Corall/Cormie/Laing

Forest Avenue – Proposed 45min waiting restrictions

Requests have been received from individuals, but also through Councillor Jennifer Stewart, to have some restriction on long-term parking at the south end of this street. This street is not within a parking zone and is just outside the relatively new Zone X and is therefore a desirable street for long-term parking in the west end of the city. There are a small number of businesses at this location requiring a higher turn-over of parking for their customers.

It is therefore proposed to create a section of “45 min max stay” parking on the west side of Forest Avenue.

The proposals are indicated on the plan below.

Implementation cost - £200

Estimated maintenance cost – £80 every 5 years

Ward (10) – Hazlehead/Ashley/Queen’s Cross

Elected members – Farquharson/Greig/Jennifer Stewart/John West

Girdleness Road – Proposed “At any time” waiting restrictions

It has been highlighted through the City Wardens that there is considerable congestion in this area due to pupils being dropped off to attend the nearby primary school, mainly at school start times. As it is a primary school vehicles are often left for some time whilst the pupils are accompanied into the school and these parked vehicles will be detrimental to the safety of pedestrians in the area.

Currently there are no restrictions there and the wardens are limited in their ability to keep this area clear at these times. However, the area in question is adjacent to a junction and drivers should not be parking there at any time of the day.

It is therefore proposed to promote “At any time” waiting restrictions to allow this kept clear of parked vehicles and ultimately improve safety.

The proposals are indicated on the plan below.

Implementation cost - £250

Estimated maintenance cost – £250 every 5 years

Ward (12) – Torry/Ferryhill

Elected members – Allan/Cormack/Donnelly/Kiddie

Hilton Place at Hilton Street junction – Proposed “At any time” waiting restrictions.

It has been reported by residents that vehicles are being parked on the radii of this junction in Hilton Place particularly in the evenings. Visits to the site have confirmed this to be the case and the junction requires to be kept clear of parked vehicles to allow adequate visibility at all times. It is therefore proposed to promote “At any time” waiting restrictions.

The proposals are indicated on the plan below.

Implementation cost - £280

Estimated maintenance cost – £280 every 10 years

Ward (5) – Hilton/Stockethill

Elected members – Adam/Fletcher/Kirsty West

Kettlehills Lane, Northfield – Proposed “At any time” waiting restrictions.

We have received correspondence from both the City wardens and Grampian Fire and Rescue identifying an issue with vehicles parking partly on the footways. This is a narrow lane approximately 3m in width which does not allow cars to be parked and maintain a running lane adequate for larger vehicles such as for refuse collection and emergency. It is now proposed to progress “At any time” waiting restrictions on the west side of the street to relieve the congestion and improve access to all vehicles.

The proposals are indicated on the plan below.

Implementation cost - £450

Estimated maintenance cost – £450 every 10 years

Ward (4) – Northfield

Elected members – Dunbar/Graham/Kevin Stewart

Kirkhill Road – Proposed “At any time” waiting restrictions

A request was received from a business in Kirkhill Road to have waiting restrictions implemented opposite the access to their property. The current restrictions allow for parking directly opposite the access and to date this has not been a problem, however the nature of the business now requires access for Heavy Goods Vehicle and this cannot be accommodated with the current layout. It is therefore proposed to progress “At any time” waiting restrictions along this section of carriageway.

The proposals are indicated on the plan below.

Implementation cost - £180

Estimated maintenance cost – £180 every 5 years

Ward (1) – Dyce/Bucksburn/Danestone
Elected members – Crockett/MacGregor/McDonald/Penny

Lower Deeside HGV restriction modification – Proposed “2.1m width restriction, except for access” over the area that is currently covered by a “7.5T” weight restriction.”

Complaints have been received from residents within the above area regarding access being taken by Heavy Goods Vehicles (HGVs) and large goods vehicles and the resultant excessive vibration and noise generated on these narrow, winding roads. These complaints were passed to Grampian Police for enforcement.

Through discussions with officers from Grampian Police issues with the enforcement of the existing weight restriction in this area in particular, but within the city in general, were highlighted.

Where a weight restriction is implemented only for reasons of structural weakness over bridges/culverts etc then there is no question that these weight restrictions should remain, however if the reason for the restriction is that of road layout/narrowness etc then a width restriction (except for access) can be just as effective.

The very limited number of weighbridges available for use within Aberdeen City is an important factor in enforcing weight restrictions. It makes them time-consuming and requires an accompanied trip, in some instances across length of the city, to a weighbridge before a contravention can be confirmed.

Width restrictions have the advantage of being quick and easy to check for contraventions and to subsequently process these contraventions. This can be done with a measure rather than using a weighbridge.

In short a quickly identified width restriction contravention will allow Grampian Police to enforce access restriction by large vehicles more rigorously across the city, and in particular the Lower Deeside area.

Limited access to the Lower Deeside area should also assist in the reduction of maintenance costs. These roads were not built to take this type of vehicle, especially in the numbers we see today, and this use by HGVs is resulting in premature damage to the road surface and also the break up of the speed cushions within the area. Significant additional maintenance costs results.

In the Lower Deeside area the proposed width restriction (except for access) will cover both HGVs and large goods vehicles, all of which are unsuitable to take access over the roads there.

The area covered by the proposal is indicated on the plan below.

Implementation cost - £2700

Estimated maintenance cost – £110 every 5 years

Ward (9) – Lower Deeside
Elected members – Boulton/Malone/Milne

Morningside Lane – Proposed “At any time” waiting restrictions

A complaint was received from a resident regarding vehicles parking at the junction of Morningside Lane/Morningside Road. Lorries delivering to a nearby convenience store use this lane to manoeuvre and with vehicles parked at the junction the adjacent wall is being repeatedly hit requiring repair. Vehicles should not be parked so close to the junction and it is proposed to promote “At any time” waiting restrictions to clear the area of parking.

The proposals are indicated on the plan below.

Implementation cost - £250

Estimated maintenance cost – £250 every 5 years

Ward (11) – Airyhall/Broomhill/Garthdee

Elected members – Townson/Wisely/Yuill

Newhills Avenue – Proposed “At any time” waiting restrictions

It has been highlighted by a resident, through Councillor MacGregor, that there is an increasing number of vehicles being parked on the carriageway of Newhills Avenue, at the bend, and the occupants are choosing to then use the internal paths to walk to their properties. It would appear to be an issue created by residents rather than visitors.

Although this is not a major road it is on the No 18 bus route and the parked vehicles restrict the free movement of two-way traffic and reduce the visibility to those vehicles.

It is therefore proposed to install “At any time” waiting restrictions around this corner to improve visibility there.

The proposals are indicated on the plan below.

Implementation cost - £1500

Estimated maintenance cost – £1500 every 10 years

Ward (1) – Dyce/Bucksburn/Danestone

Elected members – Crockett/MacGregor/McDonald/Penny

North Deeside Road, Peterculter (at BP filling station) – Proposed “At any time” waiting restrictions

We have received complaints, through Councillor Malone, of vehicles being driven onto the footway, behind the pedestrian crossing and parking at the rear of this particularly wide footway adjacent to the filling station. This is a dangerous practice but one that the City Wardens cannot address at the moment as there are no enforceable restrictions in place. Only Grampian Police can currently address this problem as an obstruction.

This parking does not appear to have arisen from customers visiting the filling station as the vehicles parking long term whilst the station is open. Providing alternative limited parking would be expensive and would in all likelihood be taken by the same vehicles being parked for long periods and be of limited value to the public wishing to visit the station.

It is therefore proposed that “At any time” waiting restrictions be implemented in the vicinity of the station and St Ronans Place. As these restrictions extend from the centre of the carriageway to the rear of the footway, the City Wardens would then be able to enforce these restrictions and drivers of the vehicles would have to find an alternative, safer place to park.

The proposals are indicated on the plan below.

Implementation cost - £680

Estimated maintenance cost – £680 every 5 years

Ward (11) – Airyhall/Broomhill/Garthdee

Elected members – Townson/Wisely/Yuill

Palmerston Road area – Proposed “At any time” waiting restrictions

In conjunction with the revised layout at the exit from the Union Square site “At any time” waiting restrictions were promoted on Palmerston Road to reduce the level of parking in the street to accommodate queuing vehicles at this revised junction. Once the layout changes became operational it was then clear that additional restrictions were required, the queues becoming longer than anticipated.

In addition to this a short length of restriction is also required at the north eastern section of Stell Road as larger vehicles are being obstructed by vehicles parking too close to the junction whilst carrying out this manoeuvre.

These restrictions have been implemented under a Temporary Traffic Regulation Order (TTRO) in the meantime until such time as a permanent order can be progressed

The proposals are indicated on the plan below.

Implementation cost - £340

Estimated maintenance cost – £340 every 10 years

Ward (12) – Torry/Ferryhill

Elected members – Allan/Cormack/Donnelly/Kiddie

Ross Crescent – Proposed “At any time” waiting restrictions

Complaints have been received from parents of pupils attending the nearby primary school that vehicles are being parked at the junction of Ross Crescent and Mastrick Drive reducing visibility and in some cases blocking the road. Although this problem is only likely to occur at school entry/exit times, the parking should

not occur within 10m of a junction and so it is proposed to implement “At any time” waiting restrictions over this junction to keep it clear of parked vehicles.

The proposals are indicated on the plan below.

Implementation cost - £300

Estimated maintenance cost – £150 every 5 years

Ward (3) – Kingswells/Sheddocksley

Elected members – Ironside/Stephen/Stuart

South Esplanade East – Proposed “At any time” waiting restrictions and revocation of Mon – Sat, 8-6 waiting restrictions.

Contact was made by a company in River House with a request that the existing waiting restrictions in the vicinity of their business be reconsidered as they are restricting their daily operations.

On visiting the site it was clear that the restrictions were fairly restrictive and that some relaxations would be possible. It was also noted that short sections of additional restrictions would be of some benefit to ease access/visibility to other premises.

It is therefore proposed that sections of “Mon – Sat; 8:00am to 6:00pm” restrictions be revoked but that small lengths of “At any time” waiting restrictions are also promoted.

The proposals are indicated on the plan below.

Implementation cost - £900

Estimated maintenance cost – £900 every 10 years

Ward (12) – Torry/Ferryhill

Elected members – Allan/Cormack/Donnelly/Kiddie

The Bush, Peterculter – Proposed road closure

There have been a number of complaints received with concerns about the high volume and inappropriate speed of “through traffic” along The Bush in Peterculter. This road is narrow and has no footway on either side and residents have concerns about road safety, in particular the safety of pedestrians. It was felt that if the volume of through traffic was reduced, and the only traffic using the road was taking access to the properties there, then pedestrian safety would be increased considerably.

Officers prepared a number of options and an informal consultation was carried out with residents choosing their preferred option from a list of 8. The responses were collated and it was noted that a road closure (except for access) was the favoured means of reducing the volume of traffic within the area.

The proposed closure is situated on Hillside Road between Nos 30 and 33.

Emergency service vehicles will still be able to gain access over the bollards when necessary.

It is therefore proposed to commence the statutory procedure for the closure of The Bush between its junctions with Malcolm Road and Hillside Place.

The proposals are indicated on the plan below.

Implementation cost - £12,000
Estimated maintenance cost - £minimal

Ward (9) – Lower Deeside
Elected members – Boulton/Malone/Milne

Union Grove Lane – Proposed “At any time” waiting restrictions.

Several complaints have been received, over a period of time, from a resident on Devonshire Road whose garage access is off Union Grove Lane. Her complaint is that she regularly has her access obstructed by vehicles parking too close to, and across from, her garage door making it impossible to get her car out of the garage in the mornings. She has had assistance from Grampian Police on several occasions but would like a more permanent solution to this problem.

Currently, as with many similar lanes in this area of the city, this small lane has timed waiting restrictions (Mon – Fri, 8 – 6) on either side which allows access to the lane at the weekends and evenings to park. However, in this instance, “At any time” waiting restrictions are required to maintain access to this and adjacent garage accesses.

It is therefore proposed to promote short sections of “At any time” restrictions to this end.

The proposals are indicated on the plan below.

Implementation cost - £80
Estimated maintenance cost – £80 every 10 years

Ward (10) – Hazlehead/Ashley/Queens Cross
Elected members – Farquharson/Greig/Jennifer Stewart/John West

Urquhart Place – Revocation of “At any time” waiting restrictions

It has been highlighted by officers that there is a small stretch of “At any time” waiting restrictions on Urquhart Place close to the Roslin Street junction that is no longer required.

It would appear that this was not altered at the time the street was made one-way and two to three unrestricted parking spaces could be gained. As this street is on the periphery of Zone J any parking gain is to be welcomed.

The proposals are indicated on the plan below.

Implementation cost - £100
Estimated maintenance cost – Nil

Ward (8) – George Street/Harbour
Elected members – May/Hunter/John Stewart

The following proposals will be funded by the developer

❖ **Advocates Road** – Proposed “At any time” waiting restrictions

Following the development of the “First” headquarters new “At any time” waiting restrictions have appeared on Advocates Road. These have been implemented by a third party without informing Aberdeen City Council and without going through the required legal process. These lines therefore cannot be enforced by the City Wardens.

Parking did previously occur on the footway and these restrictions will improve pedestrian safety in this area.

Following discussions with “First” it has been agreed to promote a Traffic Regulation Order to cover these lines to make them legitimate and so that they can ultimately be enforced by the Wardens.

The proposals are indicated on the plan below.

Implementation cost – Implementation costs were met by developer
Estimated maintenance cost – £180 every 5 years

Ward (8) – George Street/Harbour
Elected members – May/Hunter/John Stewart

❖ **Burnside Road** – Proposed “At any time” waiting restrictions and 20mph speed limit

Planning Consent has been granted for a residential development with access being taken from Burnside Road

Burnside Road currently has an advisory 20mph limit over its length however as part of this proposal it is to be promoted as a mandatory 20mph speed limit. In conjunction with this speed limit are a number of build outs along its length. These are self-enforcing traffic calming measures constructed to achieve the desired speed and, although they do not require a traffic regulation order in themselves, the proposed “At any time” waiting restrictions associated with them do. These restrictions will ensure that the build-outs are kept free of parked vehicles.

On the southern side of this road there is currently “At any time” waiting restrictions along the full length and there is a proposal to revoke stretches of these restrictions to allow some parking there.

It is therefore proposed to promote two separate Traffic Regulation Orders, one for the ‘At any time’ waiting restrictions and the other for the mandatory speed limit of 20mph.

The proposals are indicated on the plan below.

Implementation cost – Implementation costs are being met by developer

Estimated maintenance cost – £50 every 5 years

Ward (1) – Dyce/Buksburn/Danestone

Elected members – MacGregor/Crockett/McDonald/Penny

❖ **Grampian Road** – Proposed POLICE parking bay

A request has been received from Grampian Police to have a “POLICE” bay marked on either Victoria Road or Grampian Road in Torry to allow for a car to be kept on-street close to the police box on Victoria Road.

Following a site visit it was decided that a dedicated bay could be positioned on Grampian Road at the Victoria Road end of the parking bays recently implemented through the Retail Rocks project. To maintain the level of existing parking the bay could be lengthened by one vehicle length at the southern end.

The proposals are indicated on the plan below.

Implementation cost – Implementation cost will be met by Grampian Police

Estimated maintenance cost – £120 every 5 years

Ward (12) – Torry/Ferryhill

Elected members –Allan/Cormack/Donnelly/Kiddie

❖ **Greenbank Crescent** – Proposal and revocation of “At any time” waiting restrictions also the revocation of an HGV parking bay

As a result of discussions relating to traffic management issues between officers and the developer of an adjacent site, “At any time” waiting restrictions are proposed at two separate locations on this street.

At the west end of this road “At any time” waiting restrictions are proposed on both sides of the road adjacent to the 90 degree bend. Two-way HGV traffic is not achievable at this bend and this clear stretch of kerbside will allow vehicles, in particular HGVs, to queue whilst others negotiate the bend.

The access point to this development has been resited and “At any time” waiting restrictions are proposed to cover the redundant access road midway along the street. Also, a section of “At any time” waiting restriction is proposed to be revoked and returned to kerbside parking on the south side of Greenbank Crescent.

The proposals are indicated on the plan below

Implementation cost – Implementation costs are being met by developer

Estimated maintenance cost – £400 every 5 years

Ward (13) – Kincorth/Loirston

Elected members – Cooney/Dean/McCaig

❖ **Littlejohn Street and Queen Street** – Proposed “Car Club” parking spaces

In November 2010 a proposal for twenty one car club bays throughout the City Centre was approved by this committee. Since then a further two locations have been identified for potential car club bays in Littlejohn Street and in Queen Street to replace those that cannot now be located at St Nicholas House.

These additional locations have been chosen to have minimum impact on existing residential and pay and display parking bays as it is appreciated parking in the city centre is already at a premium. These additional locations are very central in nature with a number of businesses in close proximity. Their installation, should they be approved, will have no detrimental effect on traffic flows and road safety.

It is therefore proposed to progress these additional bays in the city centre, two spaces on Littlejohn Street and one space on Queen Street.

The proposals are indicated on the plan below.

Implementation cost - The implementation costs will be met through NESTRANS funding

Estimated maintenance cost – Littlejohn Street and Queen Street combined, £800 every 5 years

Ward (12) – Torry/Ferryhill

Elected members – Allan/Cormack/Donnelly/Kiddie

❖ **Raik Road** – Proposed “At any time” waiting restrictions

We have been contacted by a company, working from premises in Raik Road, who has been plagued by indiscriminate parking across its access for over a year now and the situation is not improving. The company did pay to install an advisory white “H” marking over the access last year to highlight its presence but this has not had the desired effect. In fact, the company was unable to operate its business on a number of occasions over the holiday period due to the indiscriminate parking.

With this in mind it is proposed to progress “At any time” waiting restrictions along a short section of kerblin on Raik Road in order that this business can continue to operate at any time of the day.

The proposals are indicated on the plan below

Implementation cost – Implementation costs are being met by the business

Estimated maintenance cost – £150 every 5 years

Ward (12) – Ferryhill/Torry

Elected members – Allan/Cormack/Donnelly/Kiddie

➤ **The following proposals will be funded from the Disabled Parking Revenue budget**

➤ **Disabled parking bays to be provided through the Disabled Persons Parking Places (Scotland) Act 2009**

There are 28 applications to be considered at this meeting.

(Plans are not included as, under normal circumstance, are located close to the properties.)

On-street parking – 28 spaces

15 School Place	2 Bervie Brow, Cove
21d Seaton Road	5 Bervie Brow, Cove
13 Fonthill Terrace	110 Greig's Court
1 Quarry Court	198 Lee Crescent North
111 Osborne Place	24a Sunnybank Road
99 Auchinyell Road	Johnstone Gardens, Peterculter
68 Pittodrie Place	19 Belgrave Terrace
49 Crown Crescent, Peterculter	7 Nigg Way
13 Derbeth Crescent	45 Kincorthland
14c Seaton Avenue	34 Rose House, Hazlehead Road
32 Middle Brae	80 Anderson Avenue
45 Hazlehead Road 26 Byron Avenue	2 Booth Place
105a Sunnyside Road	5 Stocket Parade
23b Froghall Avenue	72 Anderson Avenue
<u>REMOVAL</u>	
11 Gladstone Place, Woodside	

Non-specific parking – None

Off-street parking – None

6. IMPACT

This report 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.

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

This report is likely to be of interest to the public in the streets affected by the proposals.

There is no Equality and Human Rights Impact Assessment required as this report only recommends that these proposals progress to the Statutory Consultation process therefore there will be no changes effected as a result of the recommendations being approved by the Committee

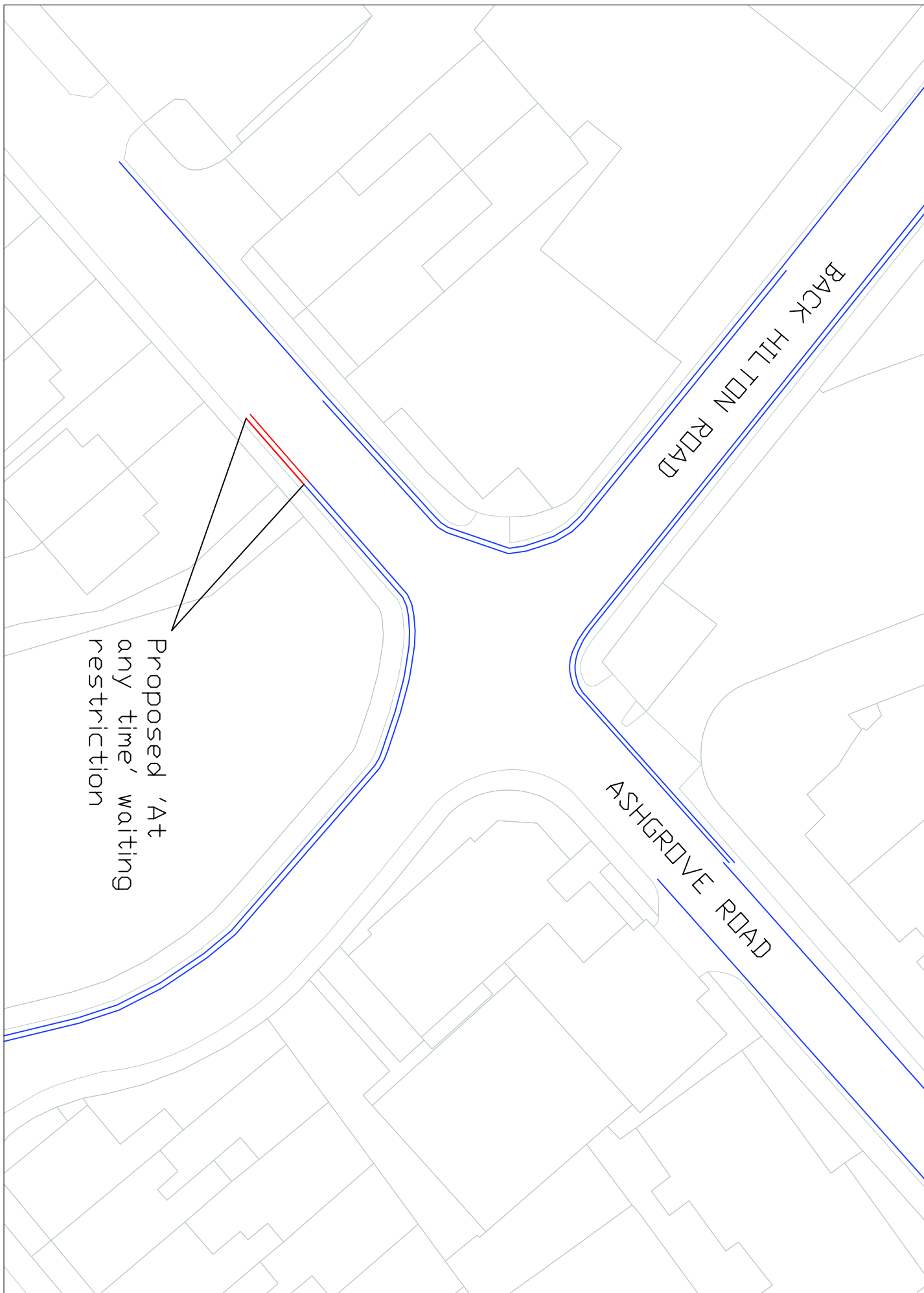
7. BACKGROUND PAPERS

N/A

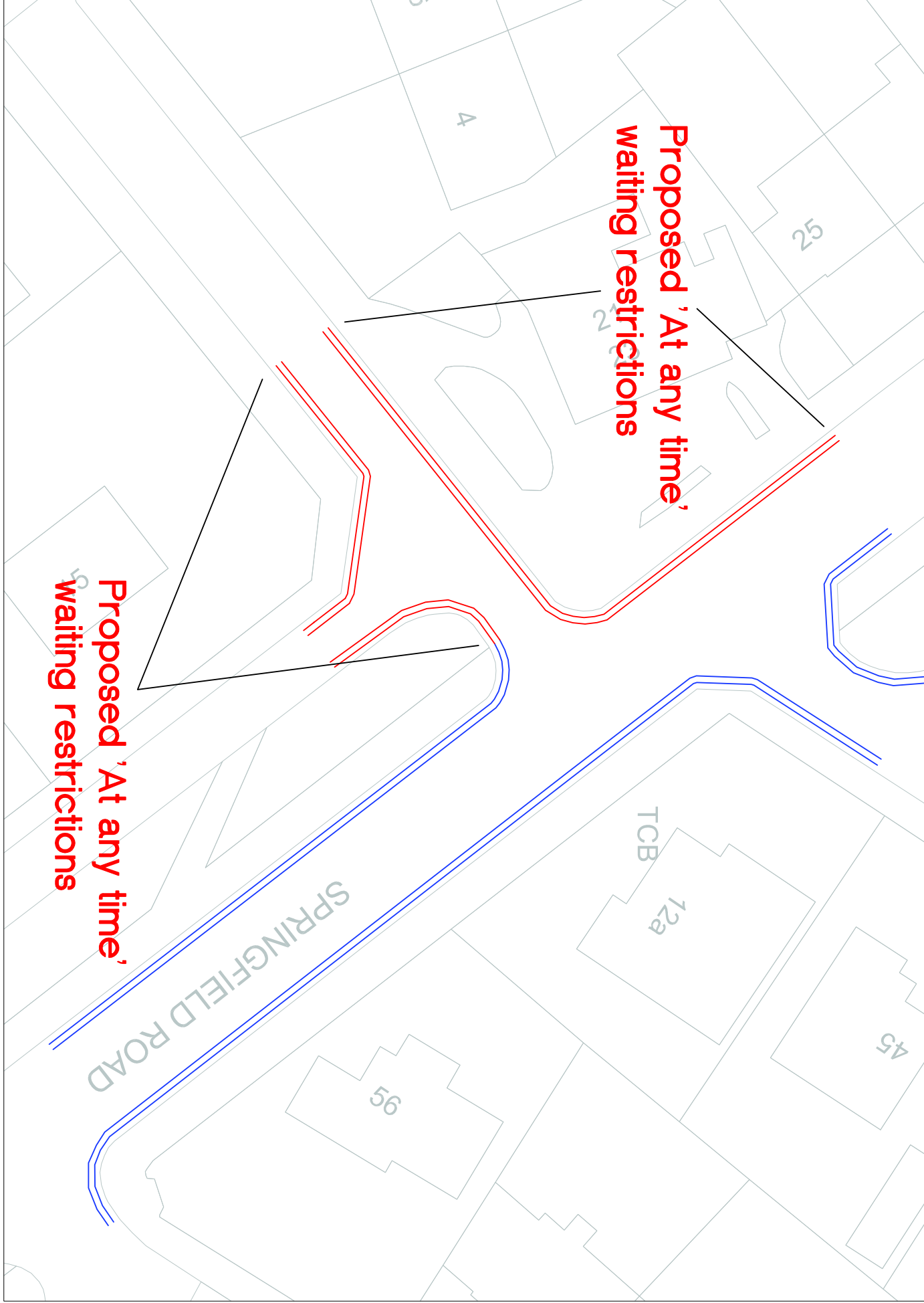
8. REPORT AUTHOR DETAILS

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(01224) 538052

Ashgrove Road – Proposed “At any time” waiting restrictions



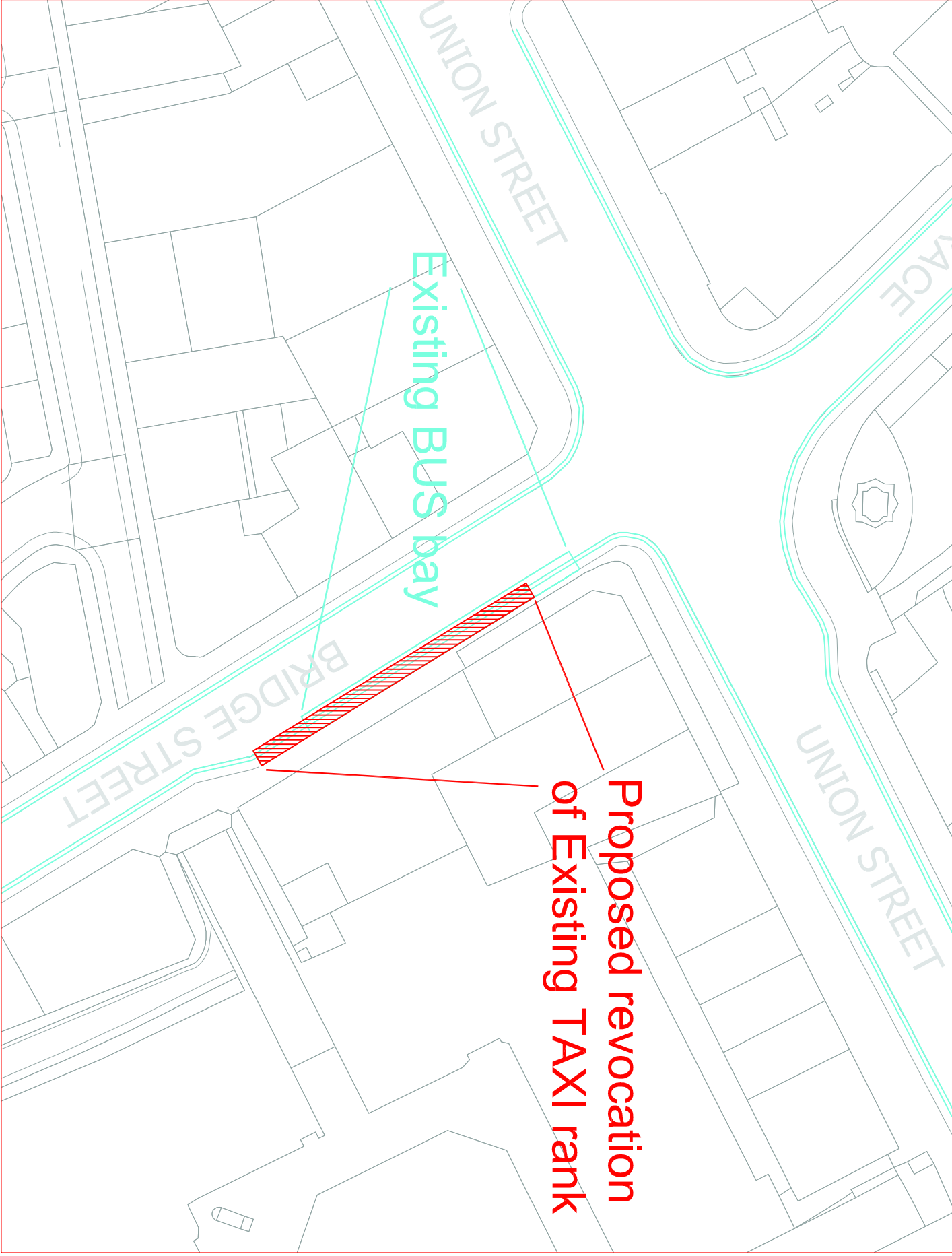
Braeside Terrace – Proposed 'At any time' waiting restriction



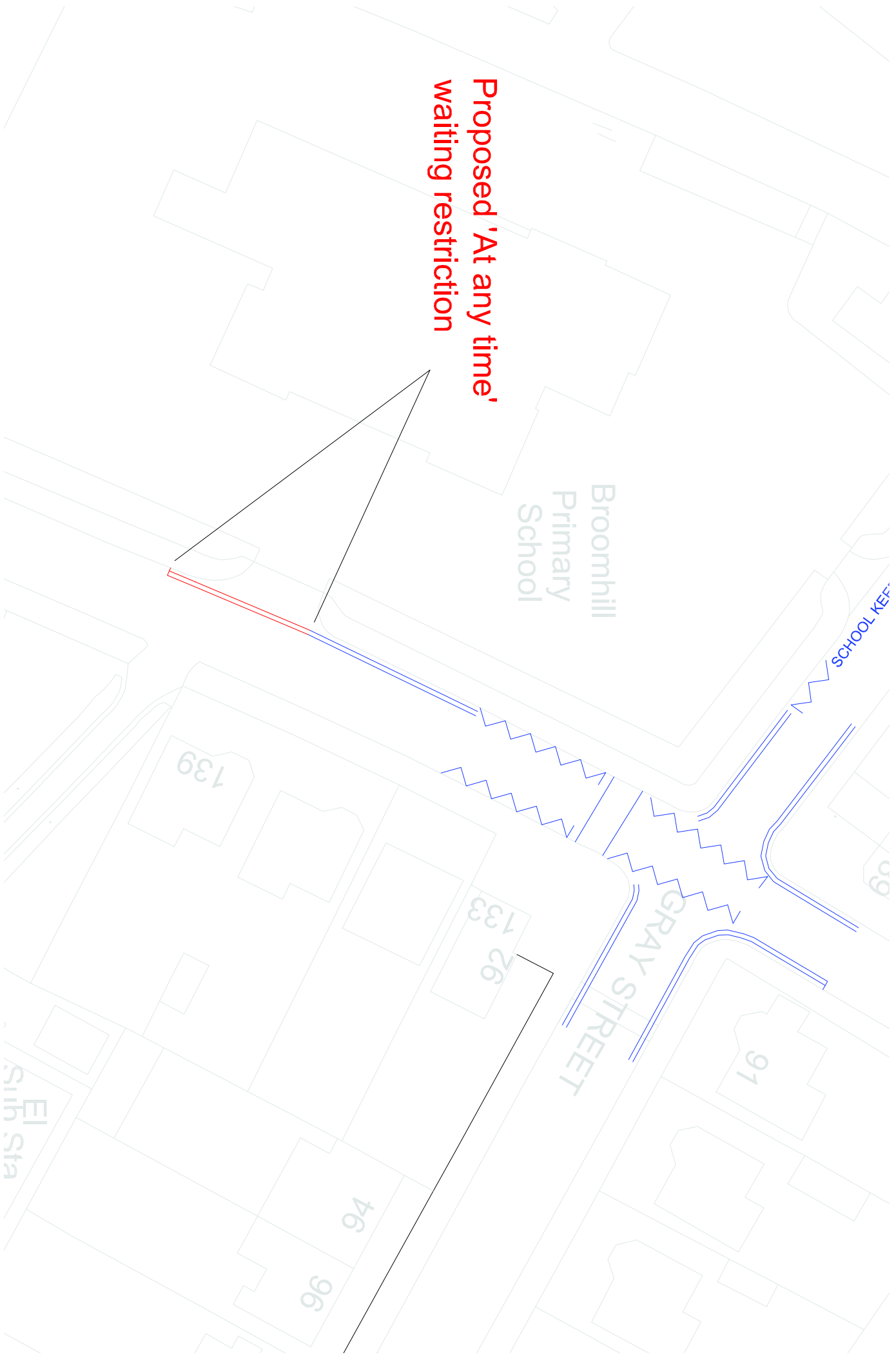
**Proposed 'At any time'
waiting restrictions**

**Proposed 'At any time'
waiting restrictions**

Bridge Street - Proposed revocation of TAXI rank

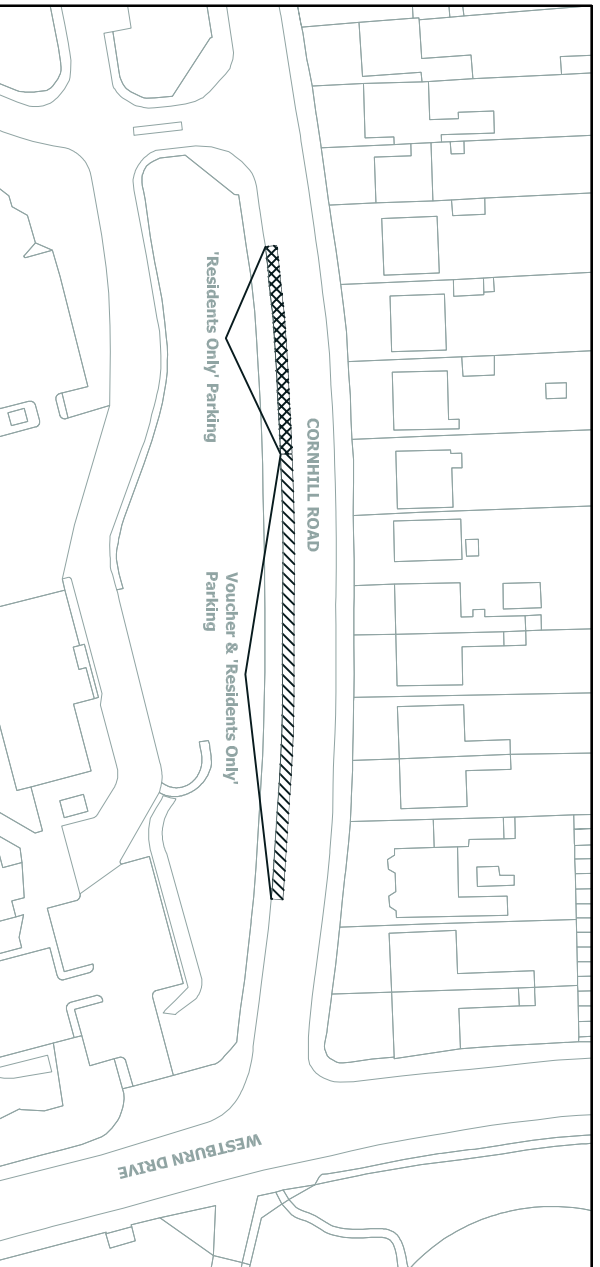


Broomhill Road - Proposed 'At any time' waiting restriction

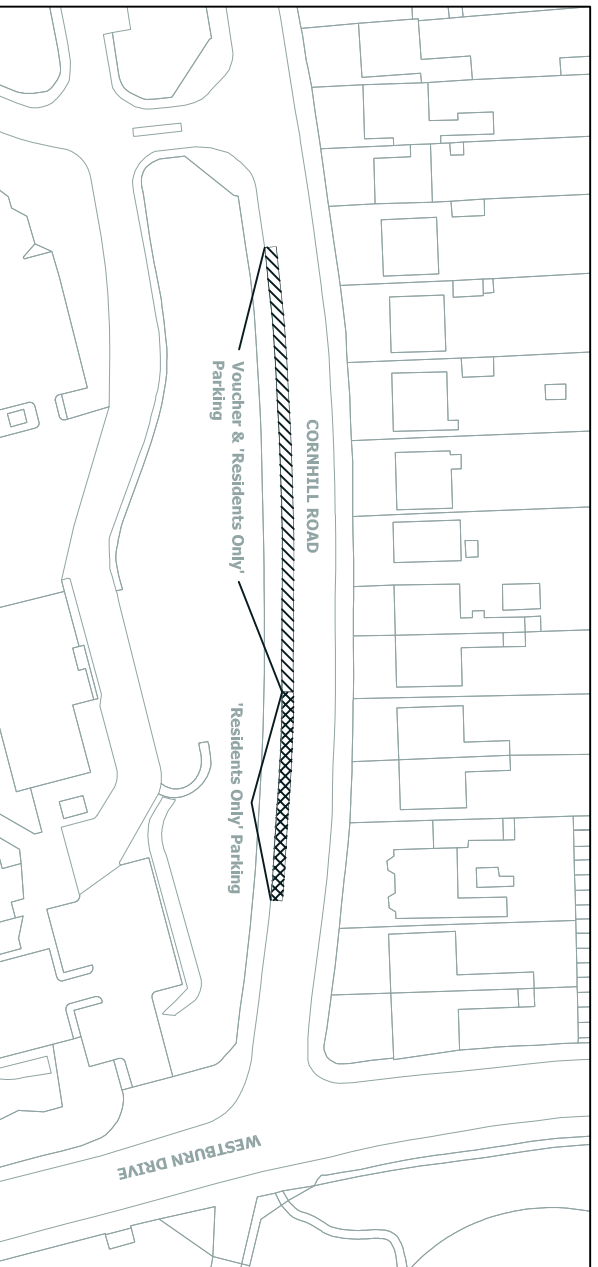


Cornhill Road - Proposed modification to length of controlled parking

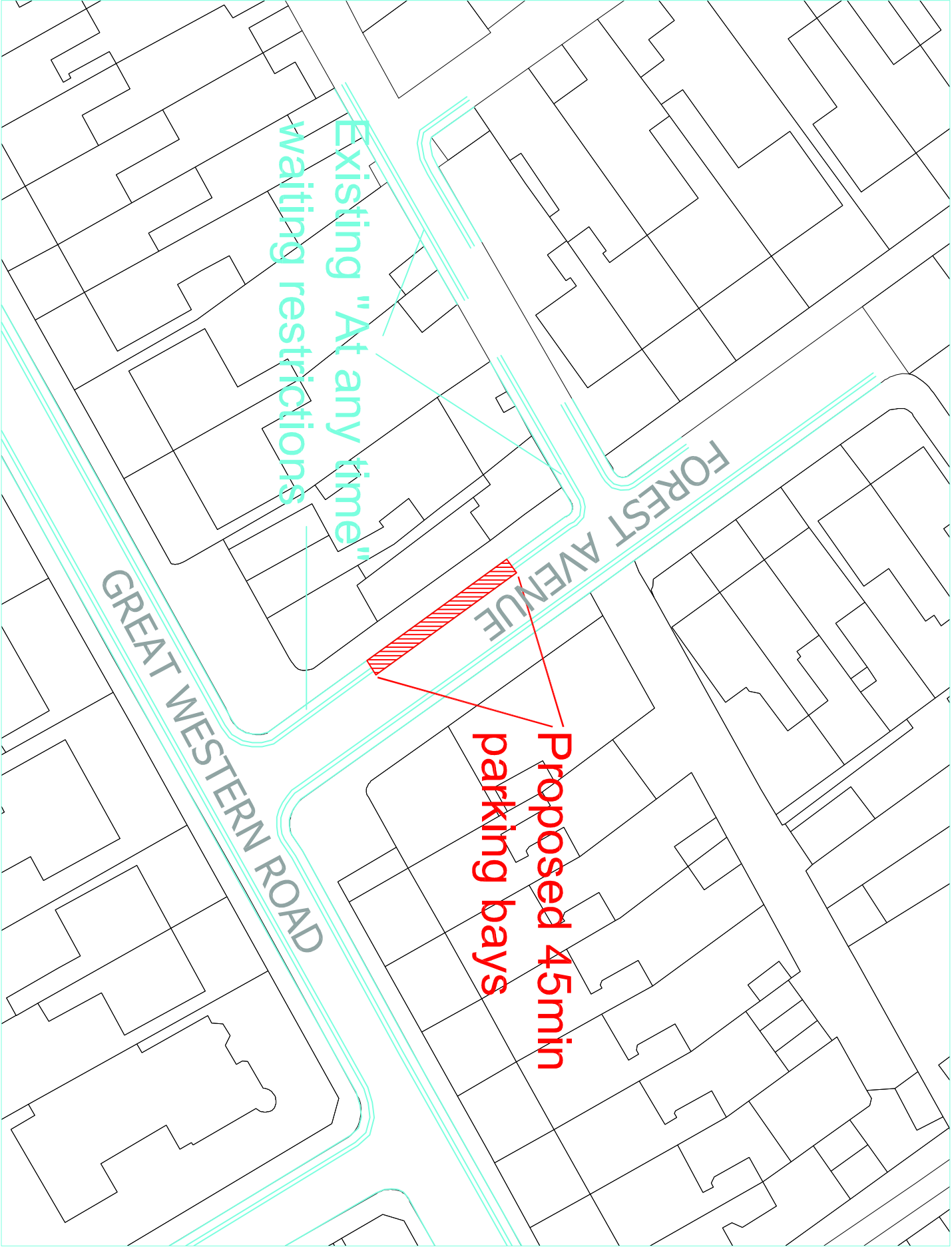
Cornhill Road - Existing controlled parking arrangement



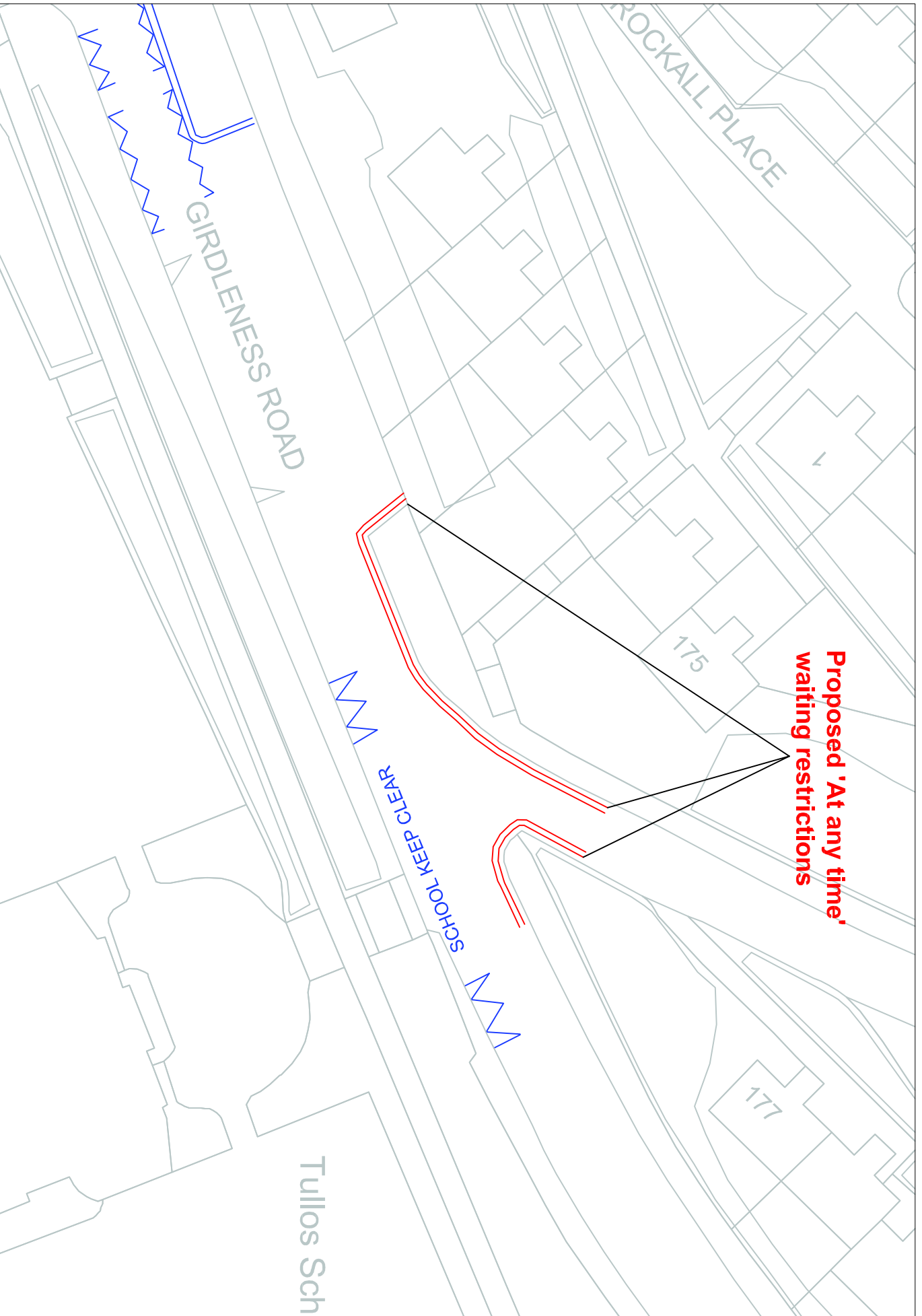
Cornhill Road - Proposed modification to controlled parking arrangement



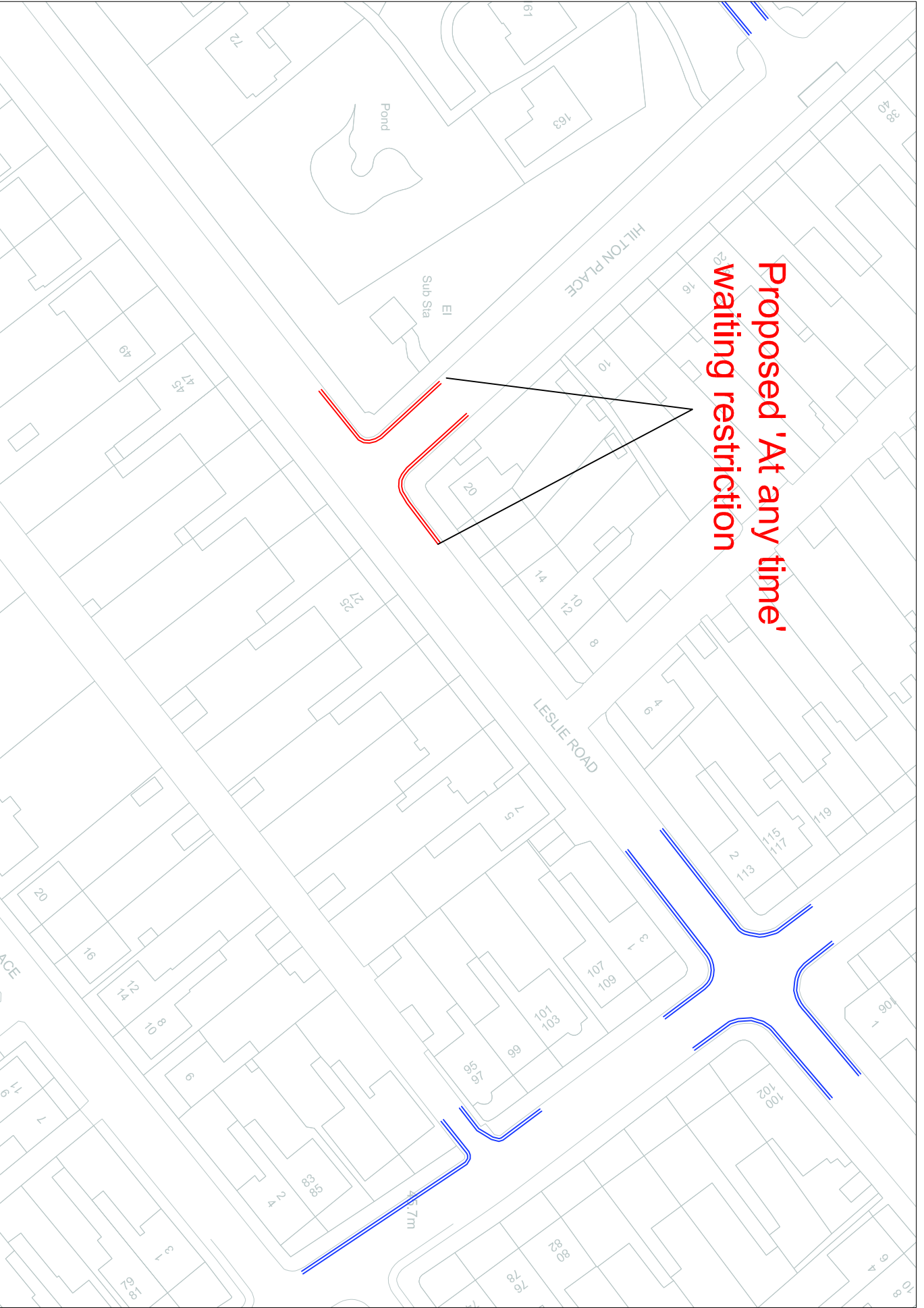
Forest Avenue - Proposed 45min parking bays



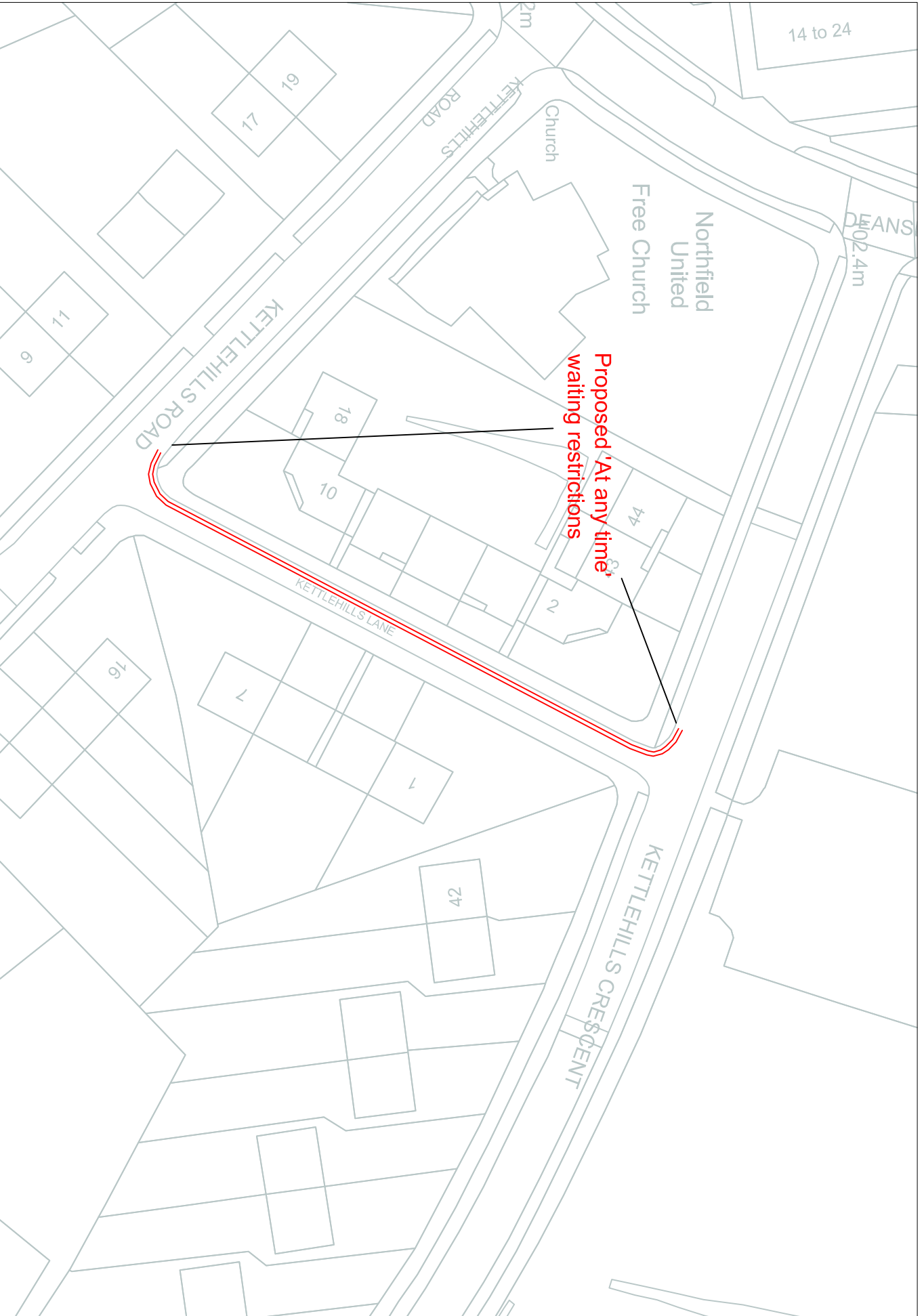
Girdleness Road - Proposed 'At any time' waiting restrictions



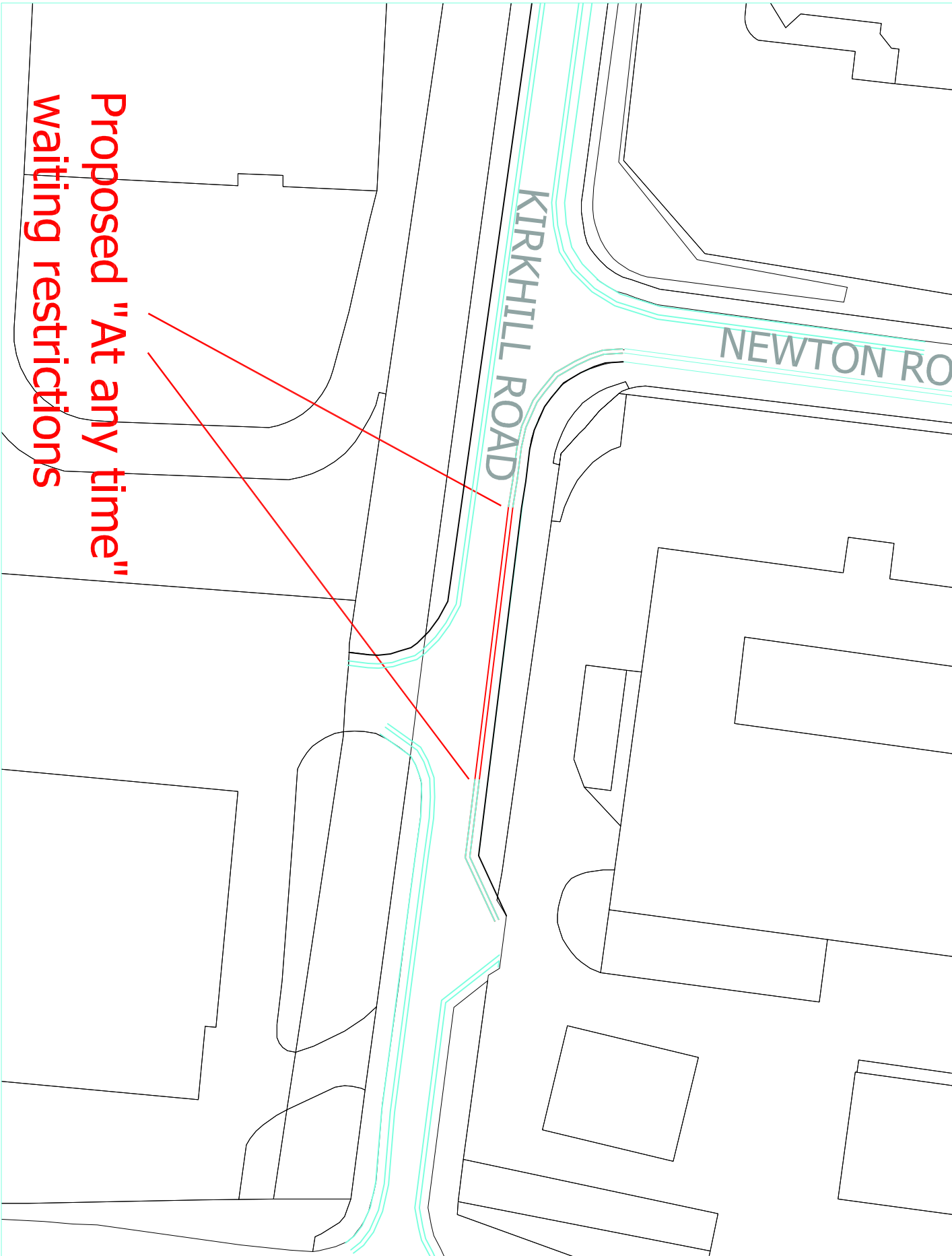
Leslie Road / Hilton Place - Proposed 'At any time' waiting restriction



Kettlehills Lane - Proposed 'At any time' waiting restrictions

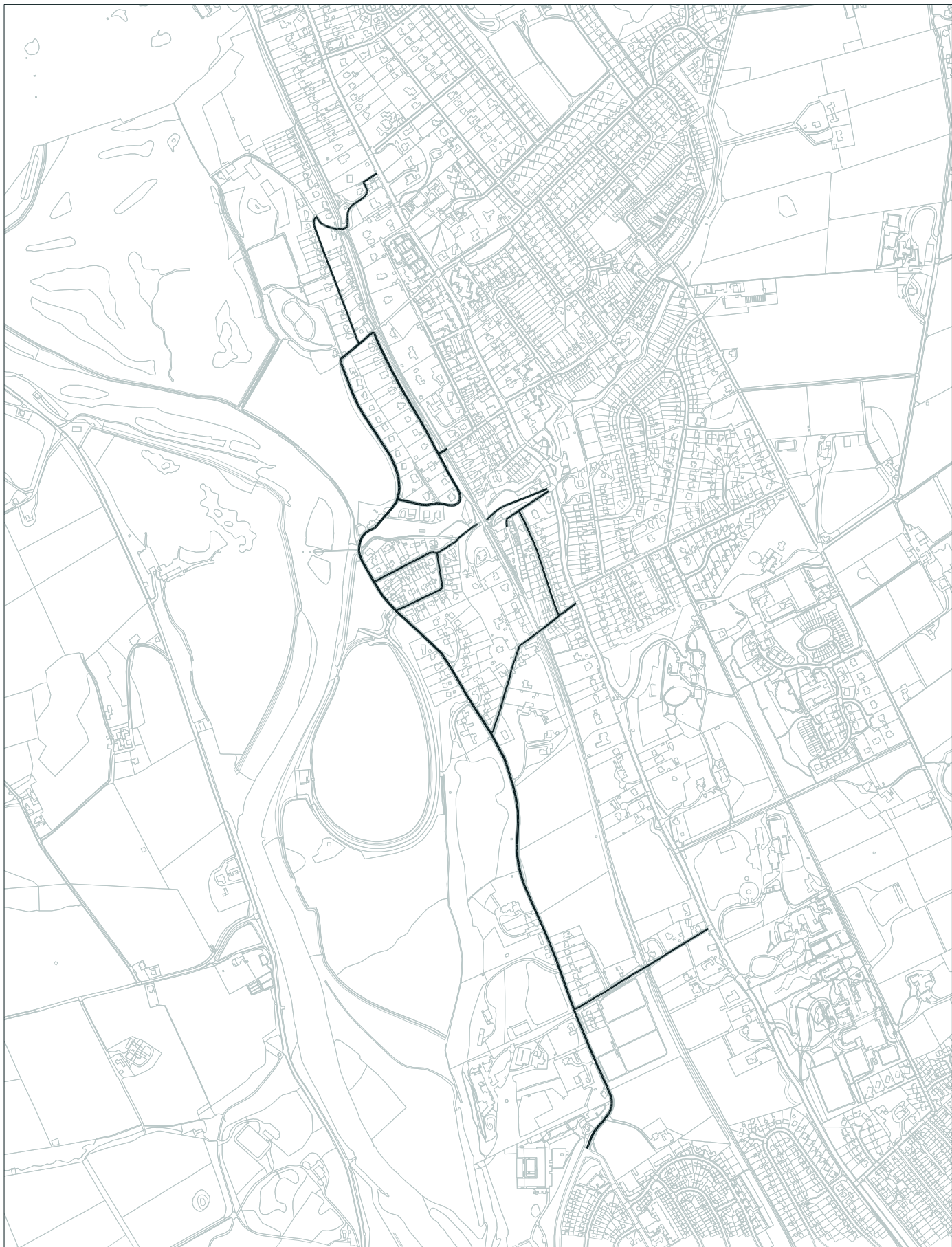


Kirkhill Road - Proposed "At any time" waiting restrictions

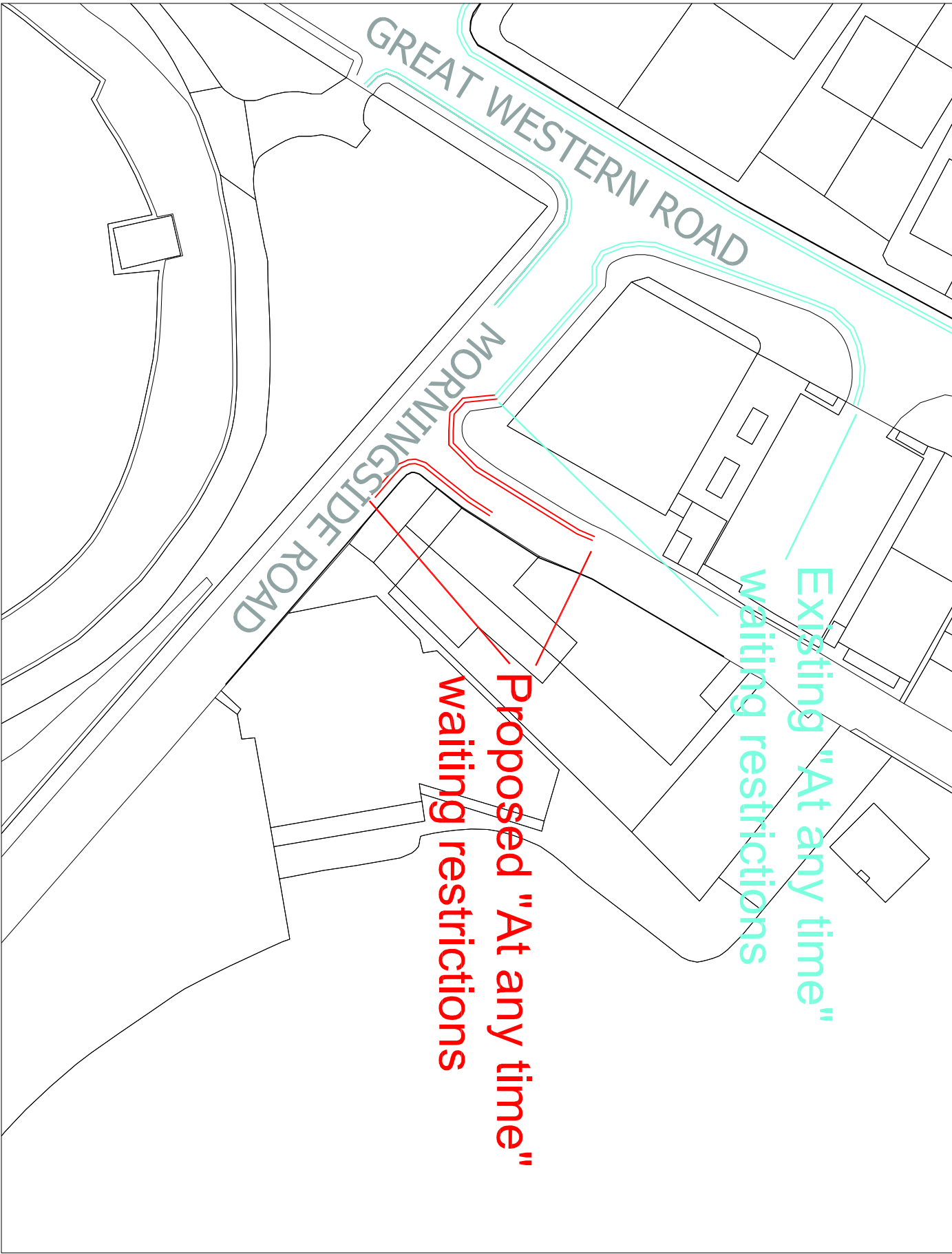


**Proposed "At any time"
waiting restrictions**

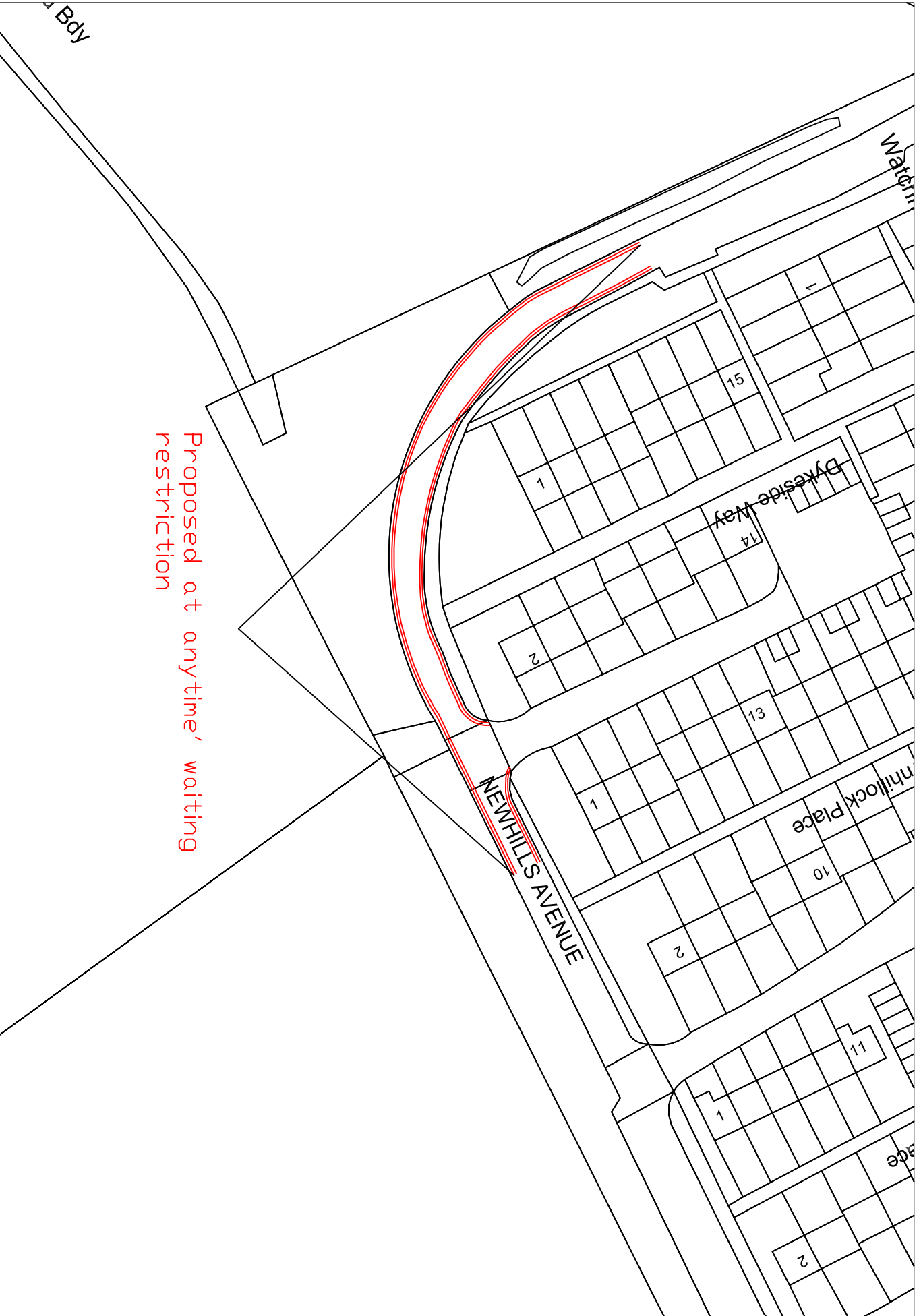
Lower Deeside Large Goods Vehicle Restriction - Conversion from 7.5 tonne weight limit to 2.1m width restriction. (Garthdee Rd, Inchgarth Rd, Westerton Rd, Pitfodels Station Rd etc.)



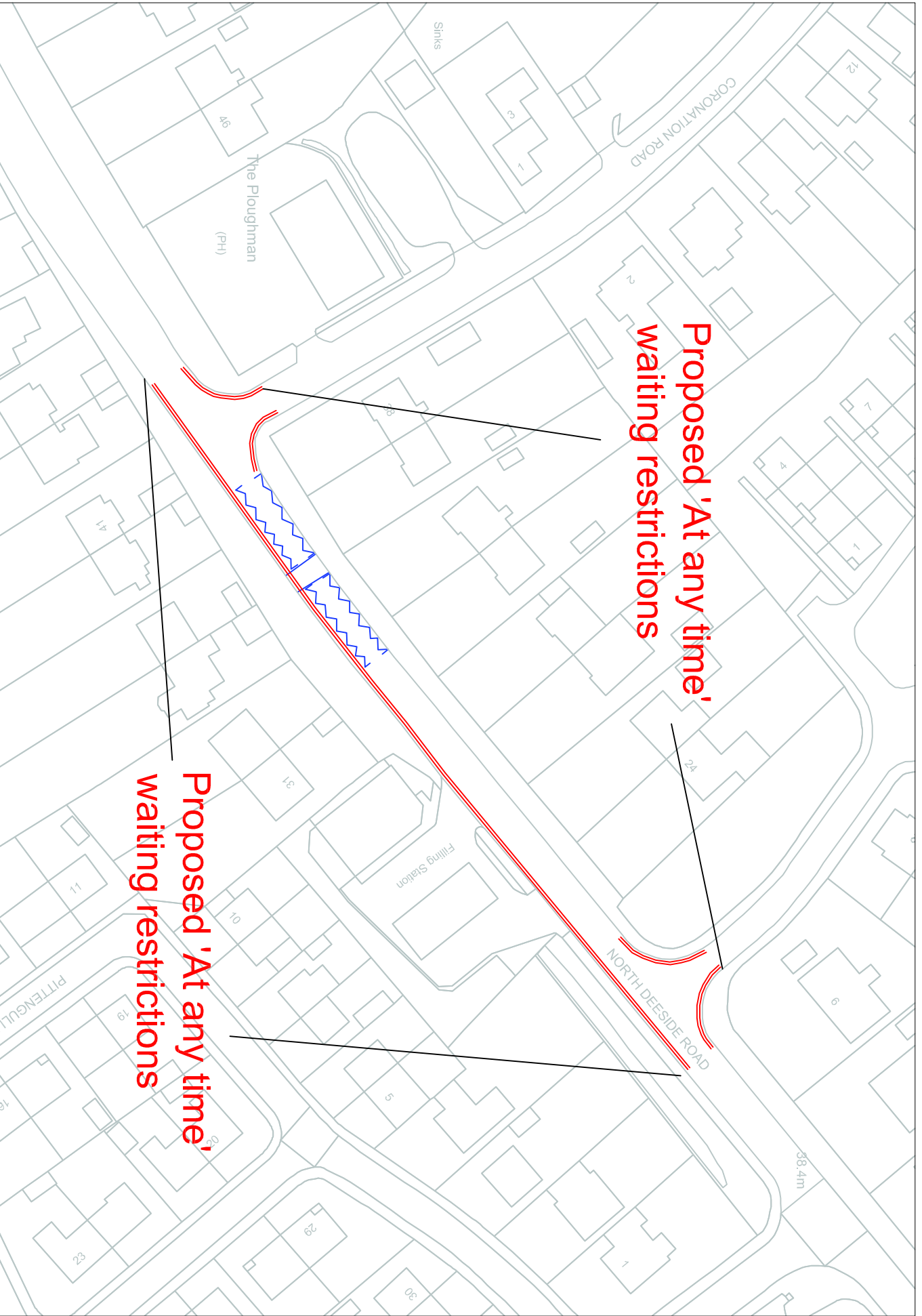
Morningside Lane - Proposed "At any time" waiting restrictions



Newhills Avenue - Proposed 'At any time' waiting restrictions



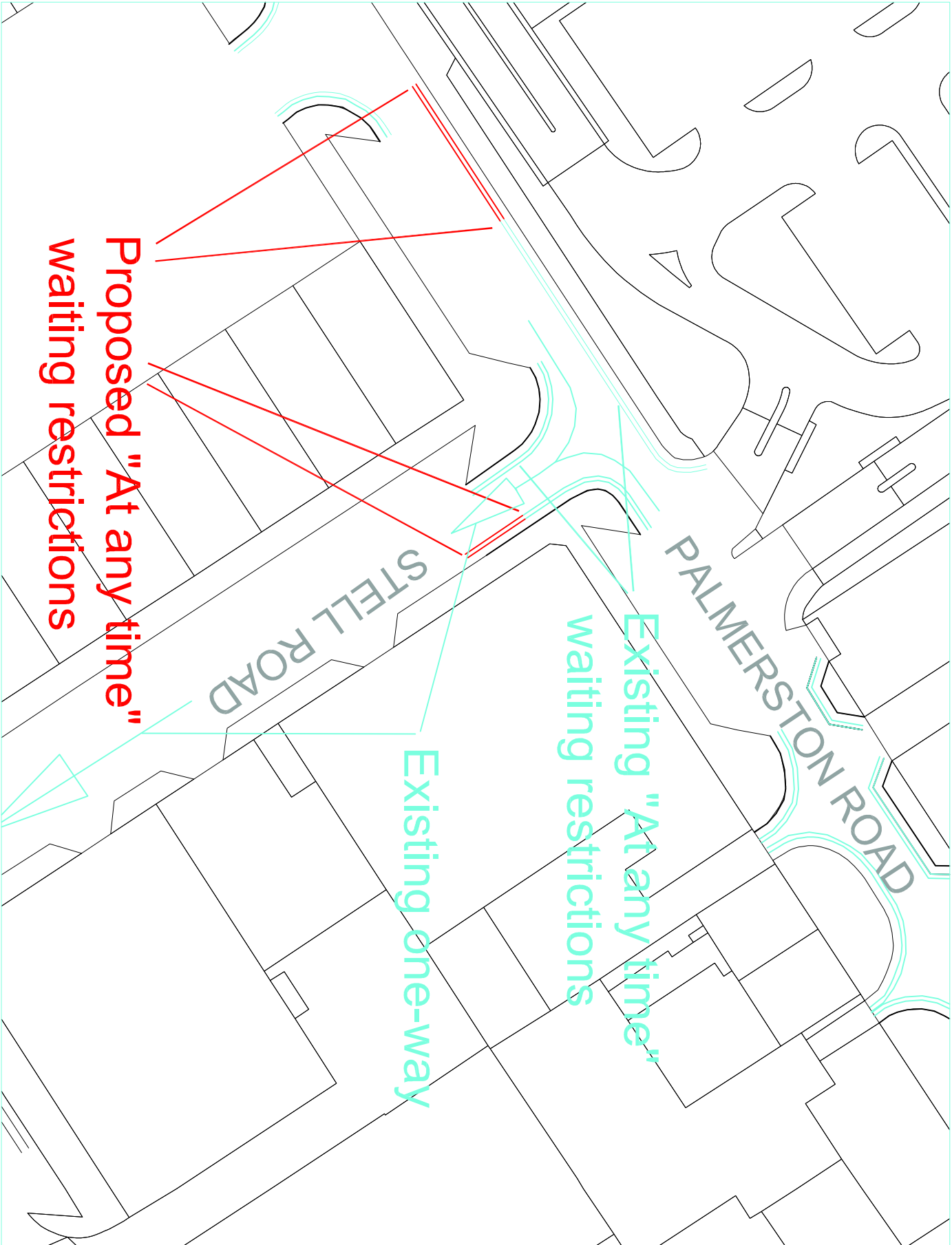
North Deeside Road, Peterculter - Proposed 'At any time' waiting restrictions



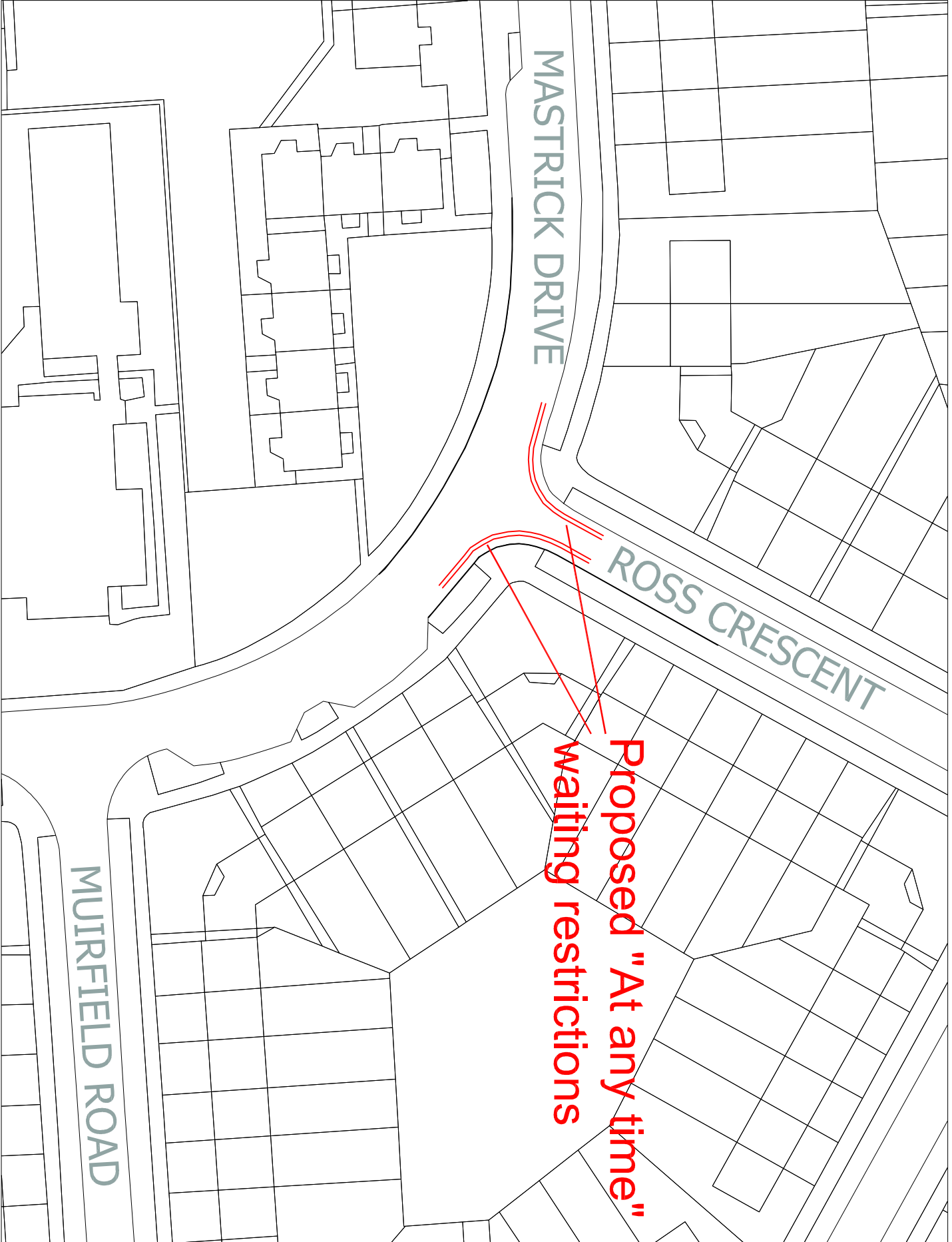
**Proposed 'At any time'
waiting restrictions**

**Proposed 'At any time'
waiting restrictions**

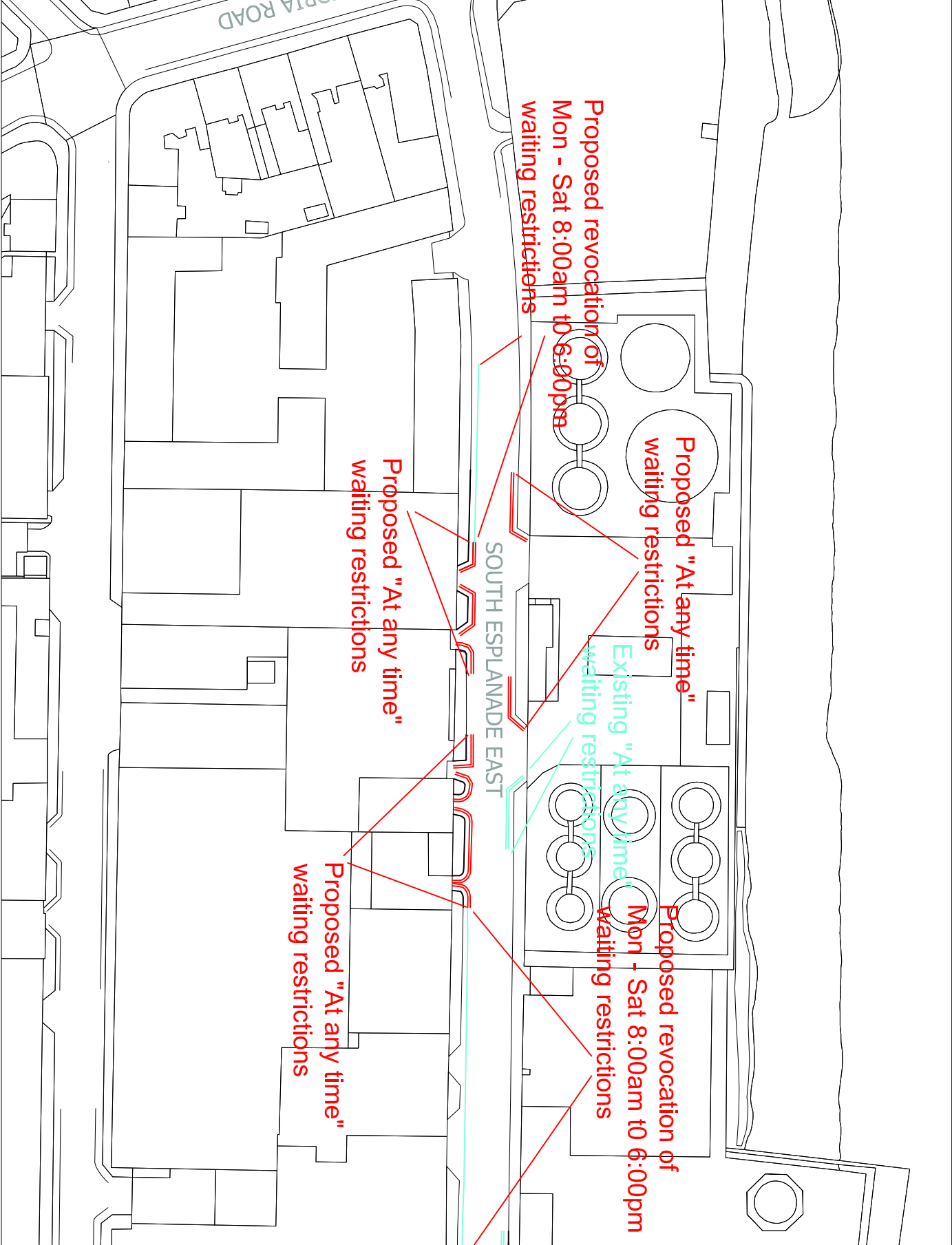
Palmerston Road Area - Proposed "At any time" waiting restrictions



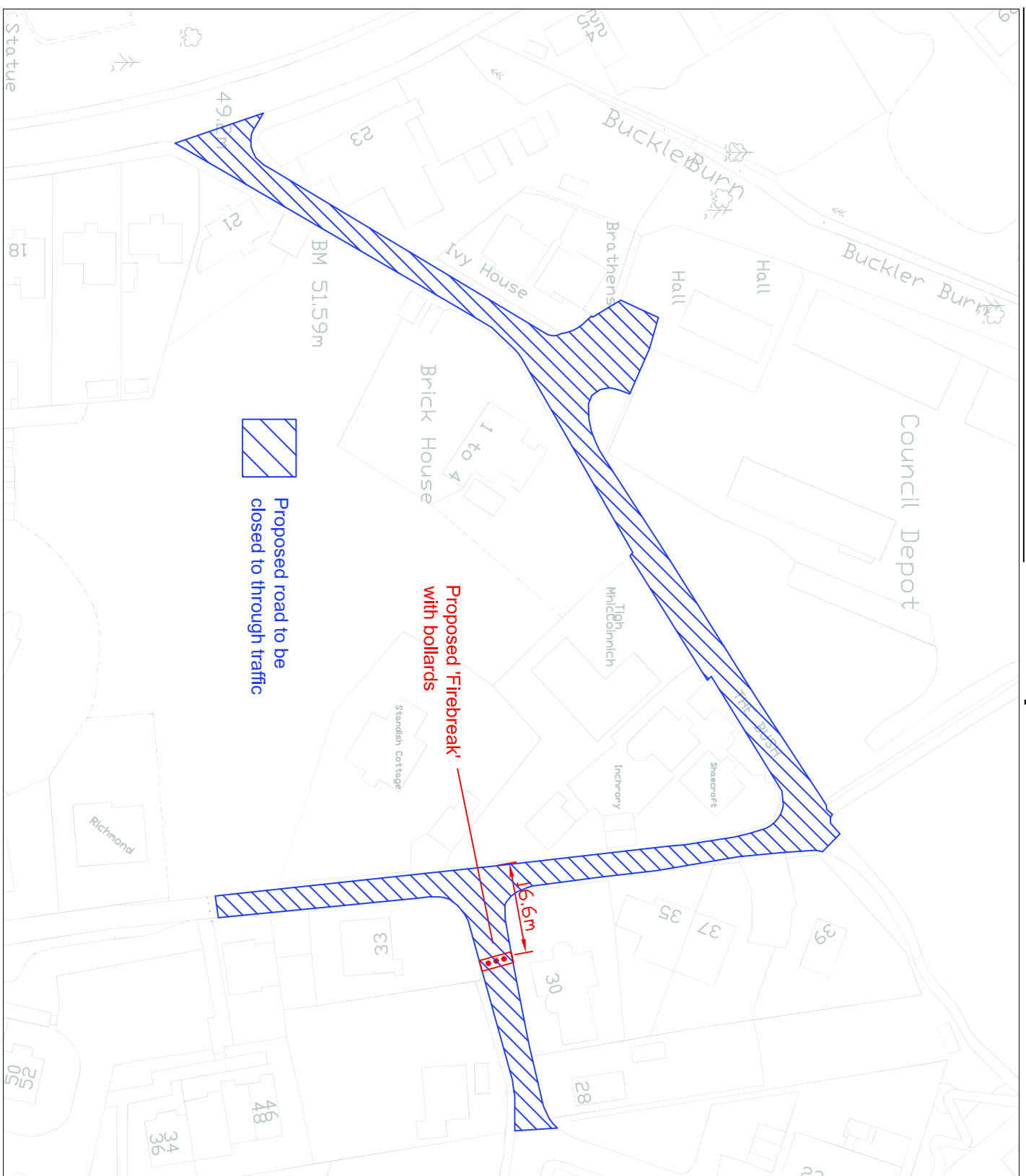
Ross Crescent - Proposed "At any time" waiting restrictions



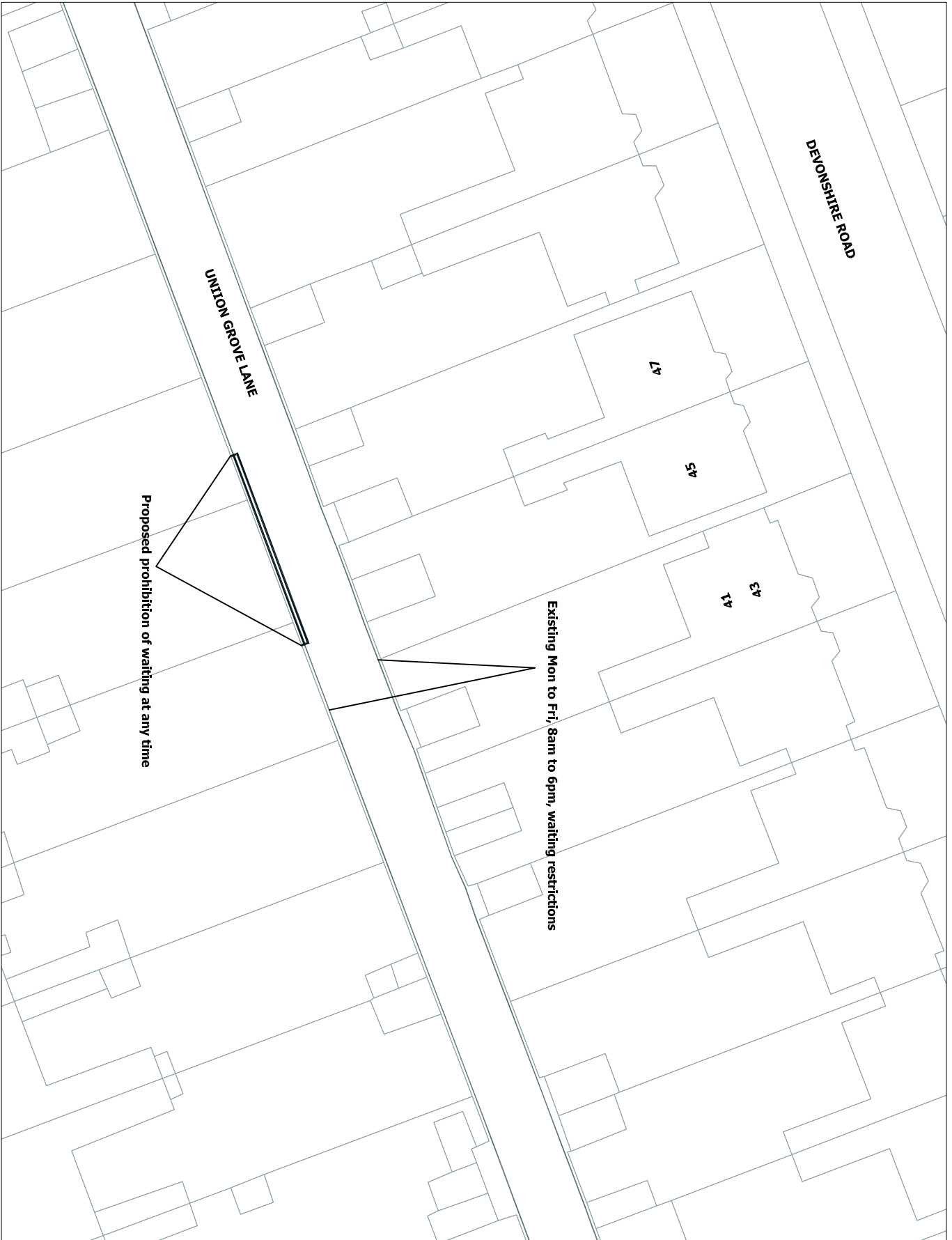
South Esplanade East - Proposed "At any time" waiting restrictions and revocation of waiting restrictions; Mon - Sat, 8:00am to 6:00pm



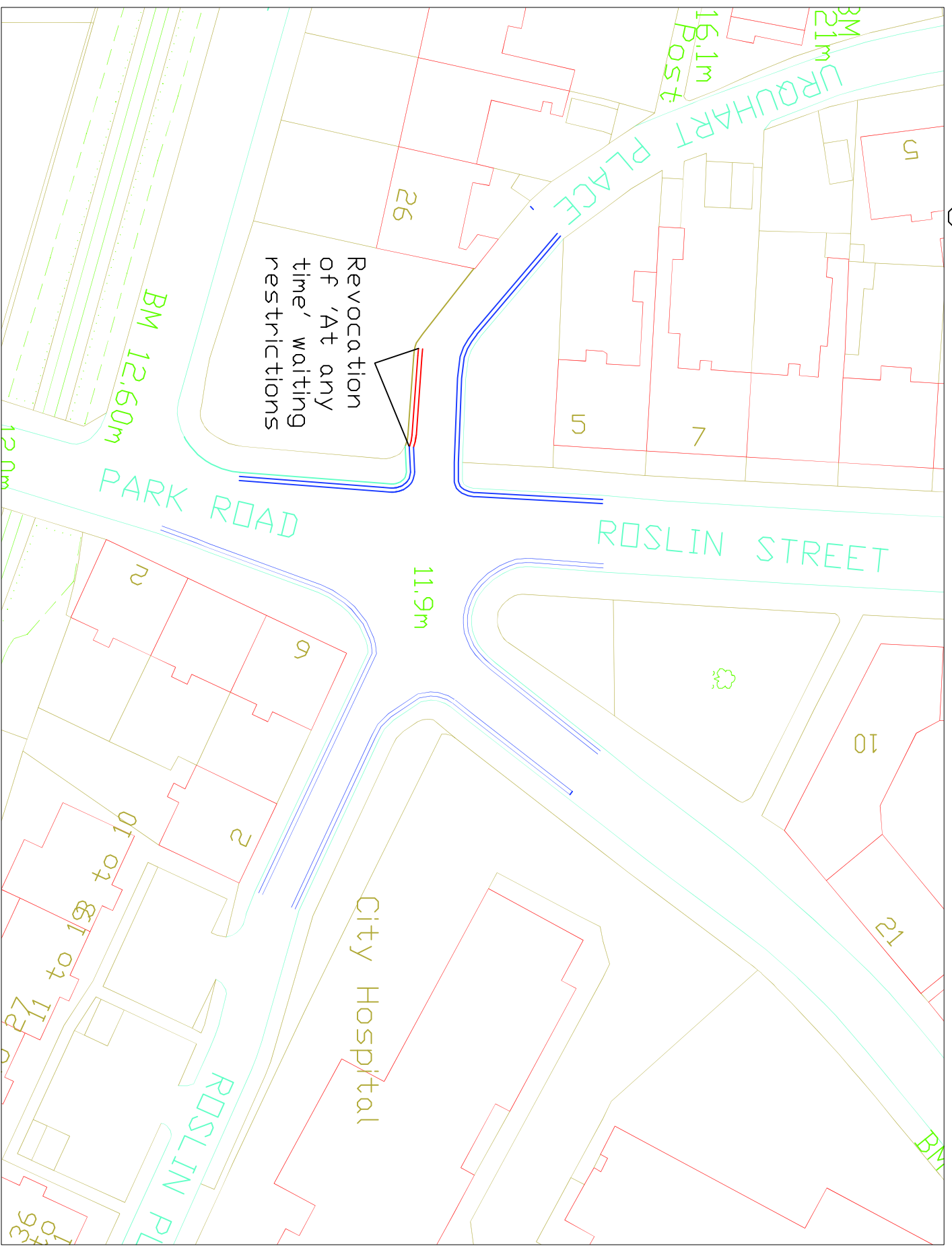
The Bush Peterculter - Proposed road closure



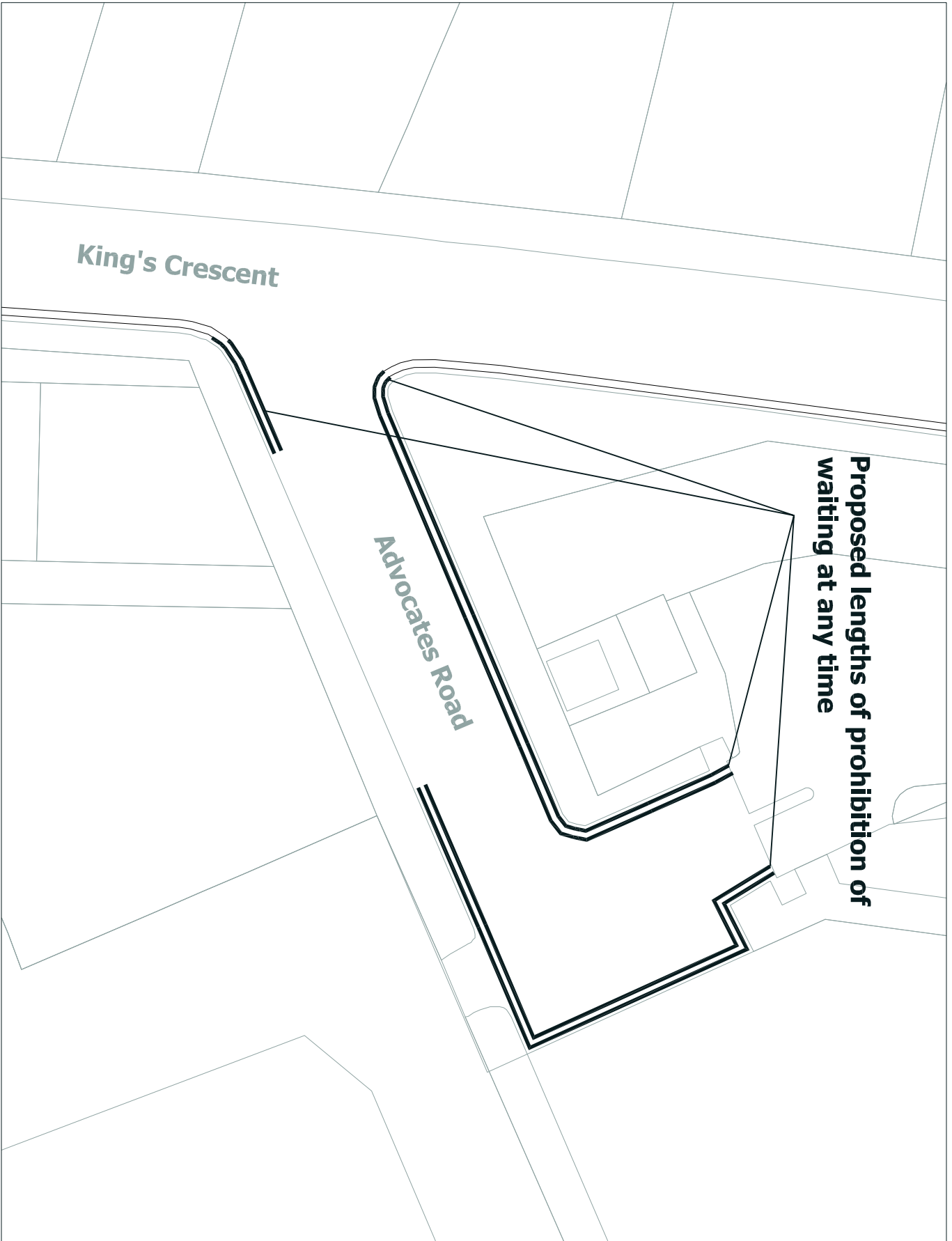
Union Grove Lane - Proposed length of prohibition of waiting at any time.



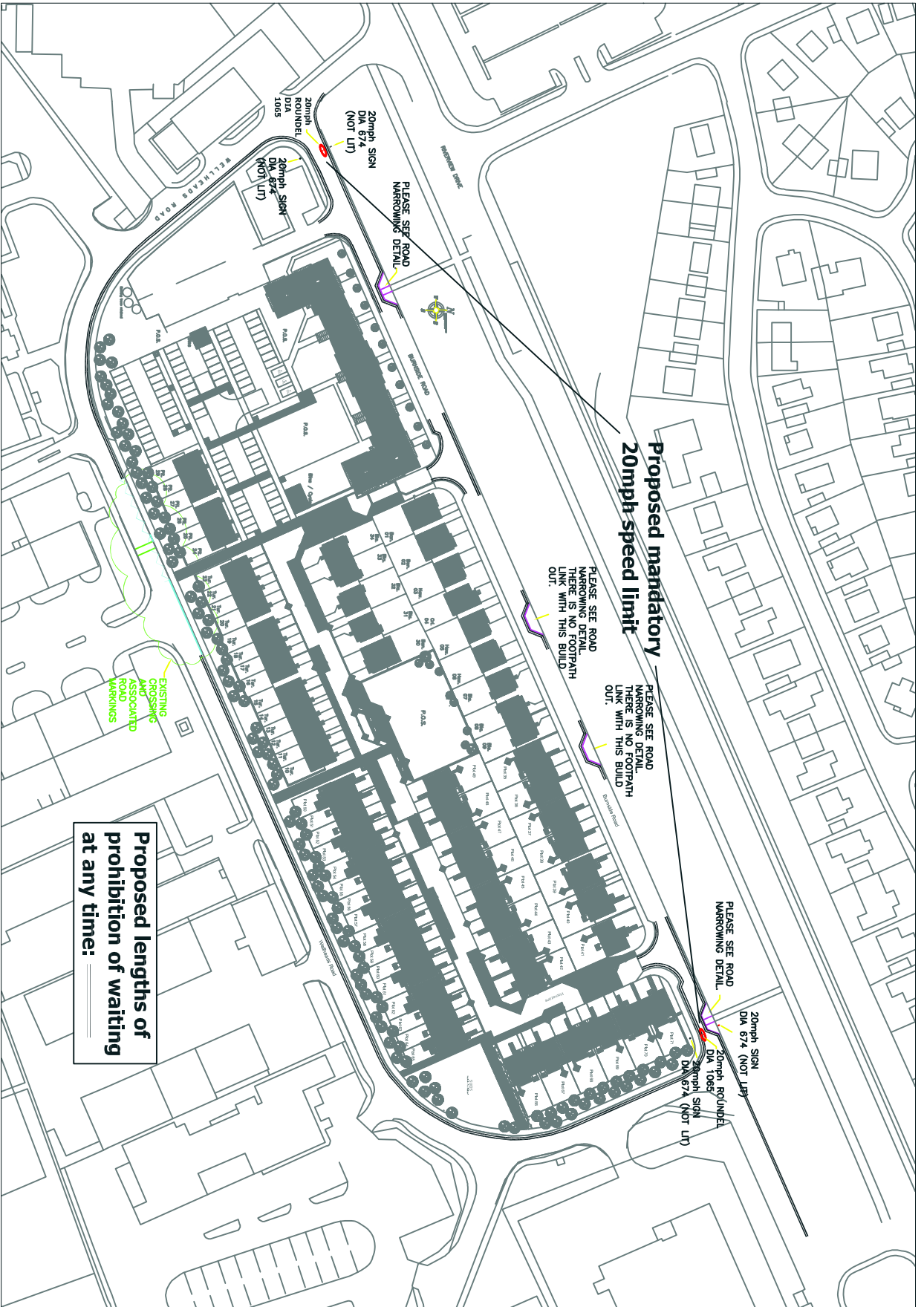
Urquhart Place - Proposed revocation of 'At any time' waiting restrictions.



Advocates Road - Proposed lengths of prohibition of waiting at any time

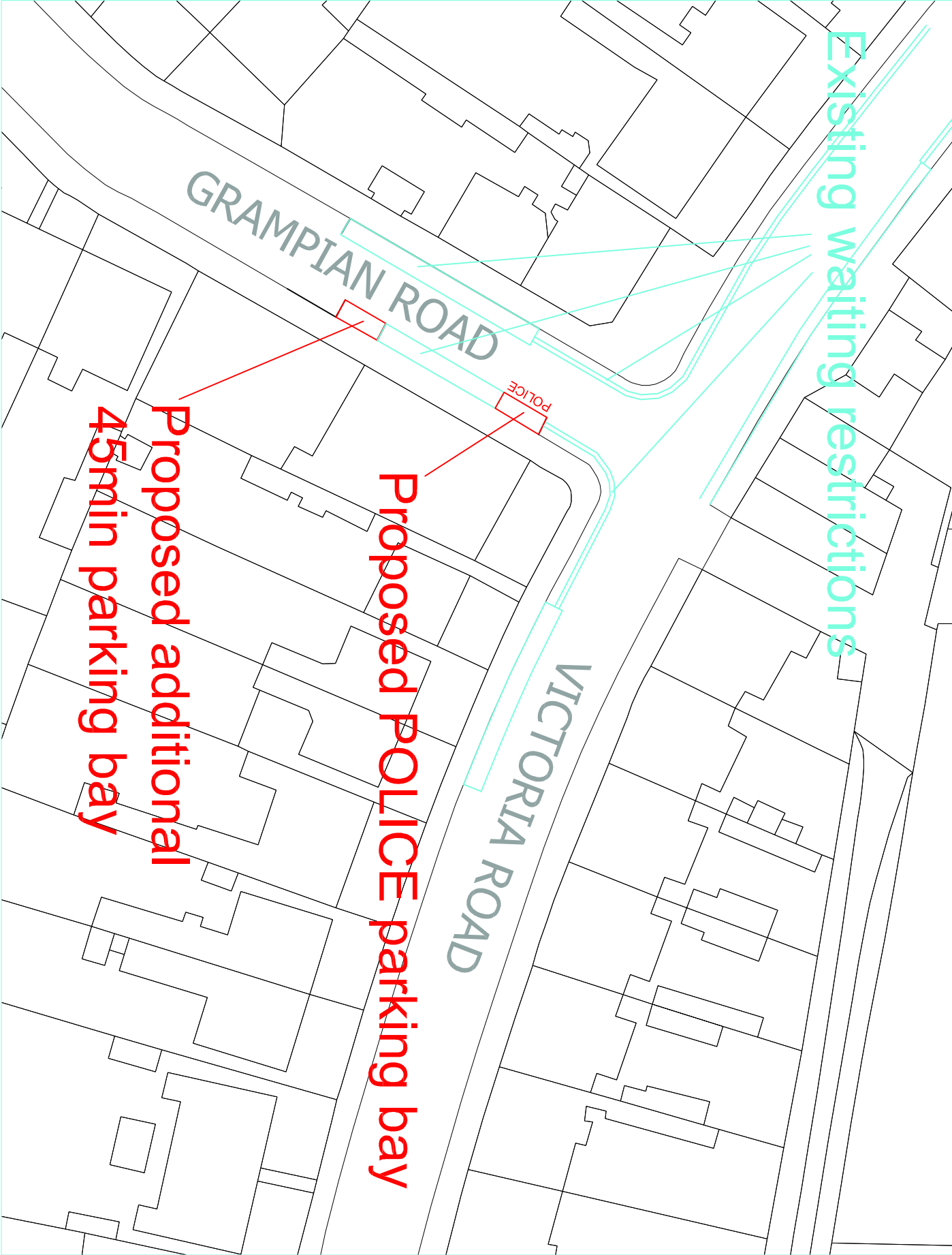


Burnside Housing Development, Dyce

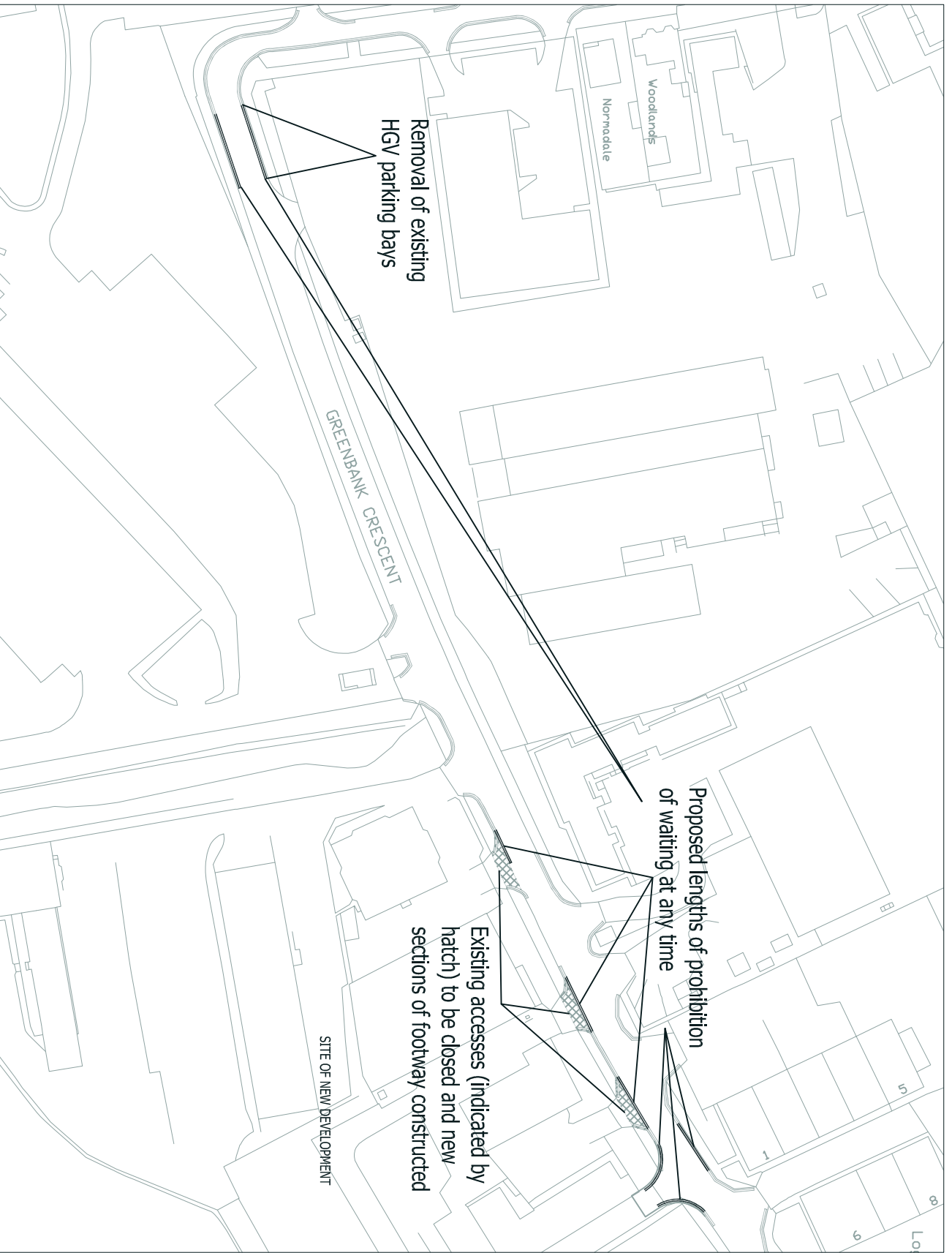


Proposed lengths of prohibition of waiting at any time:

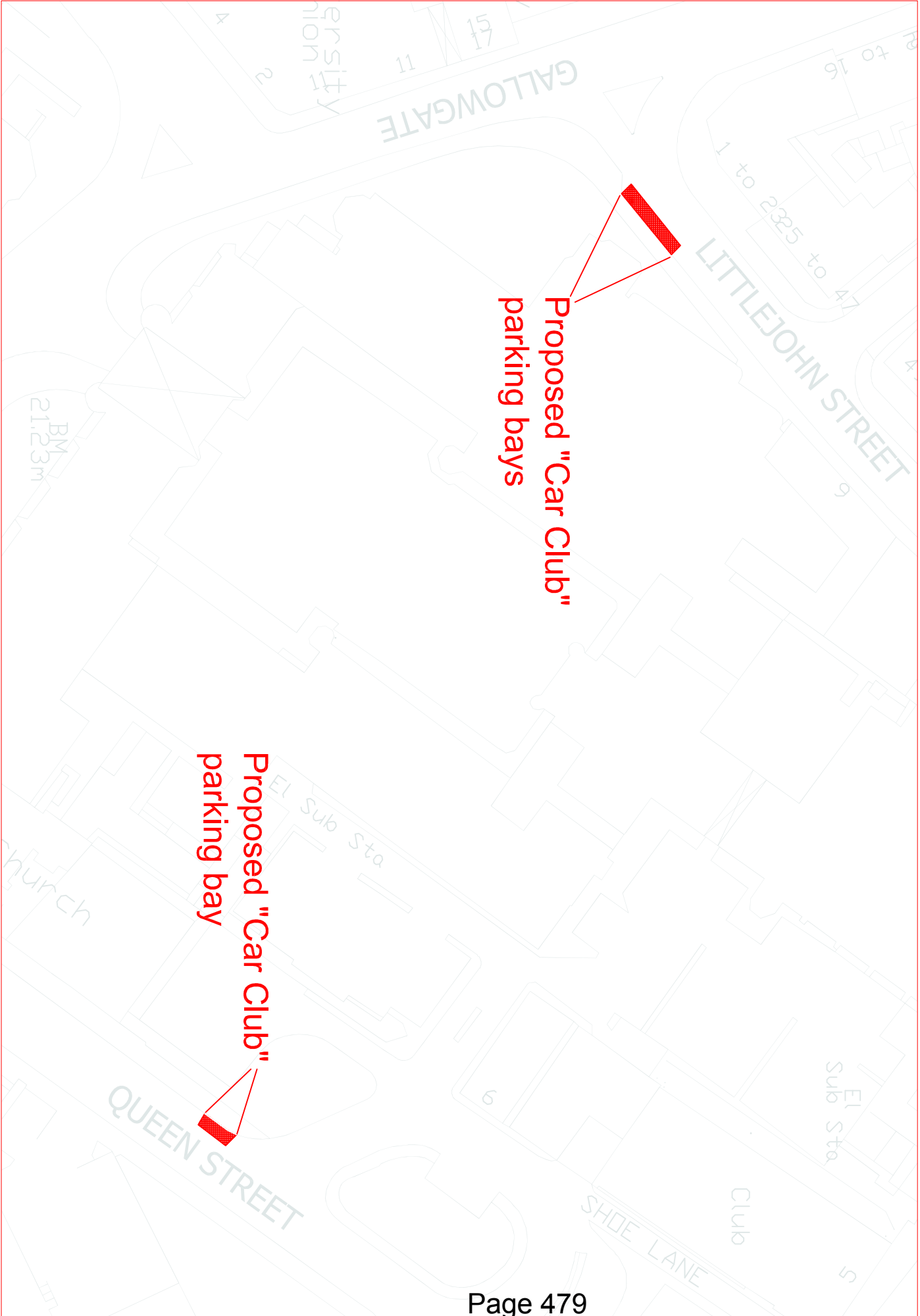
Grampian Road - Proposed POLICE parking bay



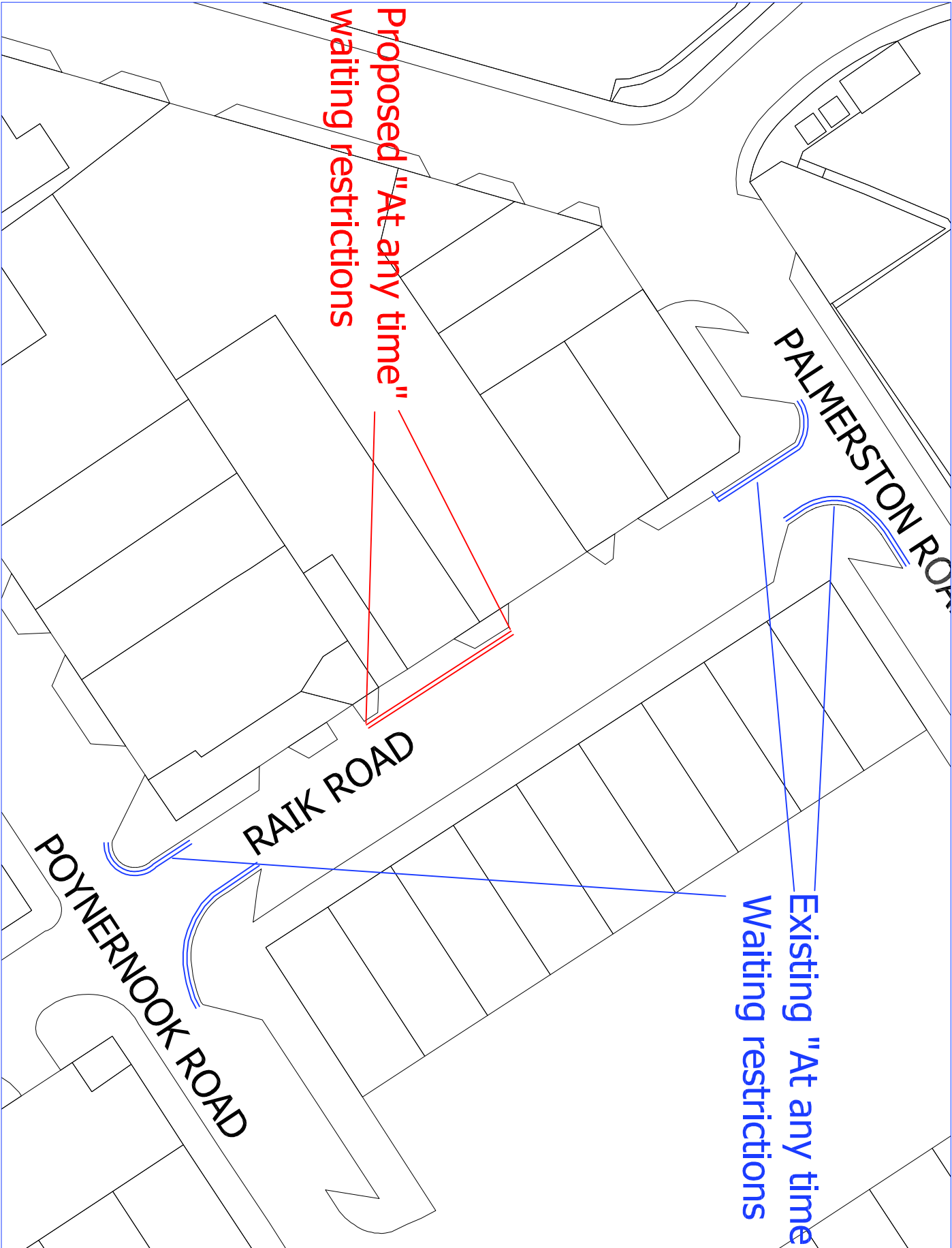
Greenbank Crescent - Proposed lengths of prohibition of waiting at any time



Littlejohn Street and Queen Street - Proposed "Car Club" parking bays



Raik Road - Proposed "At any time" waiting restrictions



Consultees comments

Council Leader	Councillor Callum McCaig – has been consulted
Convenor	Councillor Kate Dean – has been consulted
Vice Convenor	Councillor John Corall – has been consulted

<u>Local Members</u>	email 23/12/2011
Councillor George Adam	Has been consulted
Councillor Yvonne Allan	Has been consulted
Councillor Marie Boulton	Has been consulted
Councillor Bill Cormie (Depute Provost)	Has been consulted
Councillor Barney Crocket	Has been consulted
Councillor Martin Greig	Has been consulted
Councillor Muriel Jaffrey	Has been consulted
Councillor Alan Milne	Has been consulted
Councillor George Penny	Has been consulted
Councillor Richard Robertson	Has been consulted
Councillor John West	Has been consulted
Councillor John Stewart	Has been consulted
Councillor Kevin Stewart	Has been consulted
Councillor Jillian Wisely	Has been consulted
Councillor Ian Yuill	<i>Has been consulted and has no comments</i>
Councillor Irene Cormack	<i>Has been consulted and has no comments</i>
Councillor Alan Donnelly	Has been consulted
Councillor James Kiddie	Has been consulted
Councillor Neil Cooney	Has been consulted
Councillor Mark McDonald	Has been consulted
Councillor Jennifer Laing	Has been consulted
Councillor Len Ironside	Has been consulted
Lord Provost Peter Stephen	Has been consulted
Councillor Wendy Stuart	Has been consulted
Councillor Gordon Townson	Has been consulted
Councillor Neil Fletcher	Has been consulted
Councillor Kirsty West	Has been consulted
Councillor Aileen Malone	Has been consulted
Councillor Neil MacGregor	Has been consulted
Councillor Jackie Dunbar	Has been consulted
Councillor Gordon Graham	Has been consulted
Councillor Andrew May	Has been consulted
Councillor James Hunter	Has been consulted
Councillor Norman Collie	Has been consulted
Councillor Jim Noble	Has been consulted
Councillor Gordon Leslie	Has been consulted
Councillor John Reynolds	Has been consulted
Councillor Jim Farquharson	Has been consulted
Councillor Jennifer Stewart	Has been consulted
Councillor Willie Young	Has been consulted

Council Officers

Barry Jenkins, Head of Finance, Resources – *has been consulted and highlighted minor changes*

Jane MacEachran, City Solicitor, Continuous Improvement - has been consulted

Ciaran Monaghan, Head of Service, Office of Chief Executive - has been consulted

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - *is in agreement with the recommendations of this report.*

Hugh Murdoch, Head of Service, Shelter and Environment – *has been consulted and made minor alterations.*

Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership – *has been consulted and is in agreement with the recommendations within this report.*

Mike Cheyne, Roads Manager - has been consulted

Neil Carnegie, Community Safety Manager - has been consulted

Dave Young, Account Manager, Service, Design and Development - has been consulted

Kathryn McFarlane, Service Co-ordinator

Allison Swanson, Committee Services

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Various small scale traffic management and development associated proposals – Initial Statutory Consultation
REPORT NUMBER:	EPI/12/016

1. PURPOSE OF REPORT

To advise the Committee of the results of the initial statutory consultation process undertaken following the report titled 'Various, Small Scale Traffic Management and Development Associated Traffic Management Proposals (New Works)' dated 13 September 2011.

2. RECOMMENDATION(S)

That the Committee acknowledges the responses received as a result of the Statutory Consultation and thereafter instructs Officers to progress to the public advertisement stage and report the results to a future committee.

3. FINANCIAL IMPLICATIONS

The locations marked with circular bullet points are to be funded through the 'Cycling, Walking and Safer Streets' grant funded budget. Those marked with a diamond will be funded by the developer and will have no financial implications for the Council.

4. OTHER IMPLICATIONS

There is a risk, if funding is insufficient, 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 which may have additional cost implications for the Council.

5. BACKGROUND/MAIN ISSUES

- 5.1 The initial Statutory Consultation Process gave various parties the opportunity to consider to the development associated and small scale

traffic management proposals set out in the report dated 13 September 2011. The various parties consulted appear in Table 1, which is appended to this report. The schemes under consideration during the initial statutory consultation were as follows: -

- **Abbotswell Crescent / Redmoss Road** – proposed lengths of prohibition of waiting at any time.
 - **Berryden Road** – Extension of Zone M controlled parking to include Nos. 3 to 5 Berryden Road / lengths of prohibition of waiting at any time.
 - **Brunswick Place** - proposed length of prohibition of waiting at any time.
 - **Claymore Avenue** - proposed lengths of prohibition of waiting at any time.
 - **Fonthill Road** – revocation of “police” parking bays and replace with “residents only” parking bays.
 - **Greenfern School** – revocation of “School Keep Clear” waiting restrictions / proposed lengths of prohibition of waiting at any time.
 - **Hermitage Avenue** – proposed relocation of “Pay & Display” parking bays / proposed length of prohibition of waiting at any time.
 - **High Street, Old Aberdeen** - revocation of “police” parking bays / proposed length of prohibition of waiting at any time.
 - **Howe Moss Drive** - proposed length of prohibition of waiting at any time.
 - **McDonald Court** - proposed length of prohibition of waiting at any time.
 - **Morningfield Road** - proposed length of prohibition of waiting at any time.
 - **Osborne Place** - proposed lengths of prohibition of waiting at any time.
 - ❖ **Belgrave Mansions (Lane)** - proposed lengths of prohibition of waiting at any time.
 - ❖ **Scott Cassie Circle** – Stopping up (part) / Prohibition of driving (part).
 - ❖ **Cairn Road, Peterculter** - proposed length of prohibition of waiting at any time.
 - ❖ **East North Street** – removal of car park from existing Off-Street Traffic Regulation Order.
-
- *Funded through the Cycling, Walking & Safer Streets Grant*
 - ❖ *Funded by the developer*

- 5.2 It is recommended this Committee acknowledges the responses received as a result of the Statutory Consultation and thereafter instructs officers to progress to the public advertisement stage and report the results to a future committee.

6. IMPACT

This report 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.

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

These proposals will be of interest to the residents/proprietors on the affected streets, and also possibly commuters who utilise any of the streets.

7. BACKGROUND PAPERS

N/A

9. REPORT AUTHOR DETAILS

Graeme McKenzie
Technical Officer
Road Safety & Traffic Management Team
Tel. (01224) 523471
E-mail: gmckenzie@aberdeencity.gov.uk

Table 1

Initial Statutory Consultation

Development Associated Traffic Regulation Orders & Small Scale Traffic Management Schemes (schemes originally outlined in report to Enterprise, Planning & Infrastructure Committee, 13 September 2011)

<u>Consultee</u>	<u>Response</u>
Grampian Police	Has been consulted
Freight Transport Association	Has been consulted
Scottish Ambulance Service	Has been consulted
Stagecoach Bluebird	Has been consulted
Public Transport Unit	Has been consulted
The Access Panel	Has been consulted
Grampian Fire & Rescue Service	Has been consulted and have no objections
First Aberdeen Ltd	Has been consulted
RAC Foundation	Has been consulted
Federation of Small Businesses	Has been consulted
Road Haulage Association	Has been consulted
Aberdeen Cycle Forum	Has been consulted
Nestrans	Has been consulted

Consultee Comments

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Kate Dean – Email sent 21/12/2011

Vice Convener: Councillor John Corall – Email sent 21/12/2011

Local Members

All Councillors Consulted

Email sent 21/12/2011

Councillor John Stewart

Has been consulted and was disappointed that the Committee decision to progress with the removal of the loading bays in the Green Area, and replace them with a mix of Pay and Display and Disabled parking bays has not been progressed.

Officers have confirmed to Cllr Stewart that although these proposals have been removed from this group they are still progressing to the May 2012 Committee following further consultation with the businesses.

Council Officers

Barry Jenkins, Head of Finance, Resources – ***has been consulted***

Jane MacEachran, City Solicitor, Continuous Improvement – ***has been consulted***

Ciaran Monaghan, Head of Service, Office of Chief Executive – ***has been consulted***

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure – ***has been consulted***

Hugh Murdoch, Head of Service, Asset Management and Operations – ***has been consulted***

Mike Cheyne, Roads Manager – ***has been consulted***

Dave Young, ICT, Enterprise Planning and Infrastructure – ***has been consulted***

Kathryn McFarlane, Service Co-ordinator

Allison Swanson, Committee Services

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Director of Corporate Governance
TITLE OF REPORT	Various Traffic Orders – Outcome of Main Statutory Advertisement Stage:-

- (i) The Aberdeen City Council (North Deeside Road, Aberdeen)(Extension Of 30mph Speed Limit) Order 2011
- (ii) The Aberdeen City Council (Leslie Terrace, Allenvale Road And Great Western Lane, Aberdeen) (Exemption For Cyclists) Order 2011
- (iii) The Aberdeen City Council (Guild Street, Exchange Street, Aberdeen) (Traffic Management) Order 2011
- (iv) The Aberdeen City Council (Marischal College Multi-Storey Off-Street Car Park) Order 2011
- (v) The Aberdeen City (Chapel Street, Denburn, West North Street And Virginia Street Off-Street Car Parks) (Exemption For Certain Residential Parking Permits) Order 2011
- (vi) The Aberdeen City Council (Castle Terrace, Justice Street And Marischal Street, Aberdeen) (Pay And Display) Order 2011
- (vii) The Aberdeen City Council (Motorcycle Bays Off-Street Car Parks) Order 2011
- (viii) The Aberdeen City Council (Access Road Serving Craigshaw Business Park) Order 2011

REPORT NUMBER: CG/12/002

1. PURPOSE OF REPORT

This report deals with eight orders at the final statutory stage; that is to say, the main statutory advertisement period is now over in respect of each of these orders and this report presents the objections (where relevant) in each case. The public notices are attached, from which members will be able to see the exact content of the proposals.

Only one statutory objection has been received in relation to The Aberdeen City Council (Guild Street, Exchange Street, Aberdeen) (Traffic Management) Order 2011. No letters of objection have been received in relation to any of the proposals contained in the other seven orders detailed in this report.

2. RECOMMENDATION(S)

It is recommended that the Committee:-

- (a) in relation to The Aberdeen City Council (Guild Street, Exchange Street, Aberdeen) (Traffic Management) Order 2011, approve the proposed relaxation to the order, as detailed in section 5.3 below and approve that the order be introduced on this basis; and
- (b) approve all of the orders that did not attract objection, and that all the orders be made as originally envisaged and implemented accordingly.

3. FINANCIAL IMPLICATIONS

The proposals contained in the two traffic orders detailed at 5.1 and 5.2 will be fully funded by the 2011/2012 Cycling, Walking Safer Streets budget.

The Aberdeen City Council (Guild Street, Exchange Street, Aberdeen) (Traffic Management) Order 2011 detailed at 5.3 will be fully funded by the development company of Union Square.

The proposals contained in the four traffic orders detailed at 5.4 through to 5.7 will be fully funded by the Car Park Trading Account.

Finally, the Aberdeen City Council (Access Road Serving Craigshaw Business Park) Order 2011 will be fully funded by the factor responsible for the business park.

4. OTHER IMPLICATIONS

There are no other implications worthy of being identified in the abstract here, although, again, both Section 5 and the appendix rehearse concerns raised by objectors.

5. BACKGROUND/MAIN ISSUES

This section has been sub-divided into sub-sections corresponding to the eight orders under consideration.

5.1 The Aberdeen City Council (North Deeside Road, Aberdeen)(Extension Of 30mph Speed Limit) Order 2011

No statutory objections received.

5.2 The Aberdeen City Council (Leslie Terrace, Allenvale Road And Great Western Lane, Aberdeen) (Exemption For Cyclists) Order 2011

No statutory objections received.

5.3 The Aberdeen City Council (Guild Street, Exchange Street, Aberdeen) (Traffic Management) Order 2011

One statutory objection from the Cycle Forum has been received. The Cycle Forum is concerned that if the initial proposal proceeds cyclists will not be able to access/egress into the Green area from Guild Street. In light of the objector's comments, officers have reconsidered the proposals and it is now recommended that the proposals include small gaps in the central reserve of Guild Street to allow these manoeuvres to be carried out by cyclists only. This proposed relaxation cures the objection received from the Cycle Forum. **It is recommended that the relaxation be approved and that the order be implemented on this basis.**

5.4 The Aberdeen City Council (Marischal College Multi-Storey Off-Street Car Park) Order 2011

No statutory objections received.

5.5 The Aberdeen City (Chapel Street, Denburn, West North Street And Virginia Street Off-Street Car Parks) (Exemption For Certain Residential Parking Permits) Order 2011

No statutory objections received.

5.6 The Aberdeen City Council (Castle Terrace, Justice Street And Marischal Street, Aberdeen) (Pay And Display) Order 2011

No statutory objections received.

5.7 The Aberdeen City Council (Motorcycle Bays Off-Street Car Parks) Order 2011

No statutory objections received.

5.8 The Aberdeen City Council (Access Road Serving Craigshaw Business Park) Order 2011

No statutory objections received.

6. SERVICE AND IMPACT

Section 5 above – and also the public notices attached – will allow members to consider the possible impact on communities compared with the intended virtue of the original proposals.

7. BACKGROUND PAPERS

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

The statutory advertisements are published here for information, allowing members to see the import of each order as advertised.

8. REPORT AUTHOR DETAILS

Allison Swanson
Committee Services Officer
aswanson@aberdeencity.gov.uk
(01224) 522822

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (NORTH DEESIDE ROAD, ABERDEEN)(EXTENSION OF 30MPH SPEED LIMIT) ORDER 2011

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to extend the mandatory 30mph speed limit on the North Deeside Road, from the beginning/end of the existing 30mph restriction west of Springfield Road, to a point 70 metres west of Northcote Road.

Full details of the proposal are to be found in the draft order, 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 30 November, 2011, and 21 December, 2011, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should 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 Spring Garden can telephone (01224 538069) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 30 November, 2011, and 21 December, 2011, inclusively.

Any person who submits an objection should note that the Committee agendas are public documents, available in libraries and also distributed to the press. Objectors' names and addresses, perhaps with summaries of their observations, may be able to be found in these agendas. Also, although the original letters of objection will not ordinarily be copied as part of the agenda, they are available for inspection by Councillors and are essentially in the public domain. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures blanked out.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (LESLIE TERRACE, ALLENVALE ROAD AND GREAT WESTERN LANE, ABERDEEN) (EXEMPTION FOR CYCLISTS) ORDER 2011

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order is to exempt cyclists from the northbound one-way system on Leslie Terrace, Aberdeen, between its junctions with Calsaystreet Road and Stafford Street. The order would also exempt cyclists from the eastbound one-way system on Allenvale Road between its junctions with Allenvale Gardens and Great Southern Road, as well providing an exemption that would allow cyclists to turn into Great Western Lane (section between South Anderson Drive and Hammerfield Avenue) from South Anderson Drive.

Full details of the proposal are to be found in the draft order, 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 30 November, 2011, and 21 December, 2011, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

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Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL (GUILD STREET, EXCHANGE STREET, ABERDEEN)
(TRAFFIC MANAGEMENT) ORDER 2011**

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to establish (1) a prohibition on westbound vehicles on Guild Street from turning right into Stirling Street; and (2) a prohibition on vehicles exiting Exchange Street from turning right into Guild Street.

Full details of the proposal are to be found in the draft order, 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 30 November, 2011, and 21 December, 2011, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should 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 Spring Garden can telephone (01224 538069) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 30 November, 2011, and 21 December, 2011, inclusively.

Any person who submits an objection should note that the Committee agendas are public documents, available in libraries and also distributed to the press. Objectors' names and addresses, perhaps with summaries of their observations, may be able to be found in these agendas. Also, although the original letters of objection will not ordinarily be copied as part of the agenda, they are available for inspection by Councillors and are essentially in the public domain. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures blanked out.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL (MARISCHAL COLLEGE MULTI-STOREY OFF-STREET CAR PARK)
ORDER 2011**

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to introduce pay and display parking within the new multi-storey car park associated with Marischal College. The charges will be applicable from 6.00pm to 10.00pm, Monday to Friday; Saturday, 8.00am to 6.00pm; and Sunday, 1.00pm to 5.00pm. The cost for a period up to 2 hours will be £2.00, up to three hours will be £3.00, and up to a maximum of 4 hours will be £4.00.

Full details of the proposal are to be found in the draft order, 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 30 November, 2011, and 21 December, 2011, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should 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 Spring Garden can telephone (01224 538069) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 30 November, 2011, and 21 December, 2011, inclusively.

Any person who submits an objection should note that the Committee agendas are public documents, available in libraries and also distributed to the press. Objectors' names and addresses, perhaps with summaries of their observations, may be able to be found in these agendas. Also, although the original letters of objection will not ordinarily be copied as part of the agenda, they are available for inspection by Councillors and are essentially in the public domain. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures blanked out.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY (CHAPEL STREET, DENBURN, WEST NORTH STREET AND VIRGINIA STREET OFF-STREET CAR PARKS) (EXEMPTION FOR CERTAIN RESIDENTIAL PARKING PERMITS) ORDER 2011

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to introduce an exemption that will allow residential permit holders within certain zones to park free of charge in certain off-street car parks during the period of charge between 6.00pm and 10.00pm, Monday to Saturday, inclusively.

Specifically residents with Zone A, C and K permits will be able to park free of charge during the aforementioned hours within Chapel Street Multi-Storey Car Park and the lower ground floor of Denburn Multi-Storey Car Park. Likewise, residents with Zone F and G permits will be able to park free of charge during the aforementioned hours within West North Street Multi-Storey Car Park and Virginia Street Car Park.

Full details of the proposal are to be found in the draft order, 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 1 December and 22 December, 2011, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should 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 Spring Garden can telephone (01224 538069) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 1 December and 22 December, 2011, inclusively.

Any person who submits an objection should note that the Committee agendas are public documents, available in libraries and also distributed to the press. Objectors' names and addresses, perhaps with summaries of their observations, may be able to be found in these agendas. Also, although the original letters of objection will not ordinarily be copied as part of the agenda, they are available for inspection by Councillors and are essentially in the public domain. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures blanked out.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (CASTLE TERRACE, JUSTICE STREET AND MARISCHAL STREET, ABERDEEN) (PAY AND DISPLAY) ORDER 2011

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to extend the operational hours of the existing 'pay and display' parking bays on Castle Street, Justice Street and Marischal Street to 8.00pm on everyday except a Sunday. The proposal would make the operational hours of these 'pay and display' bays from 8.00am to 8.00pm on any day (except Sundays when the operational hours shall be from 1.00pm to 5.00pm).

The charge to be paid in respect of any vehicle parked in one of the lengths of the road to which this order applies shall be £1.00 for 20 minutes, £2.00 for 40 minutes, £3.00 for one hour, or £4.00 for a maximum stay of two hours.

Full details of the proposal are to be found in the draft order, 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 30 November, 2011, and 21 December, 2011, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should 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 Spring Garden can telephone (01224 538069) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 30 November, 2011, and 21 December, 2011, inclusively.

Any person who submits an objection should note that the Committee agendas are public documents, available in libraries and also distributed to the press. Objectors' names and addresses, perhaps with summaries of their observations, may be able to be found in these agendas. Also, although the original letters of objection will not ordinarily be copied as part of the agenda, they are available for inspection by Councillors and are essentially in the public domain. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures blanked out.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(MOTORCYCLE BAYS OFF-STREET CAR PARKS) ORDER 2011**

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to establish motor cycle parking bays in the following off-street car parks:- Gallowgate, Chapel Street Multi Storey and Denburn Multi Storey. Each of the bays at these locations shall be available for use only for the purpose of parking (at no charge), and no person shall cause or permit any vehicle to wait in these bays unless that vehicle is a motor cycle.

Full details of the proposal are to be found in the draft order, 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 30 November, 2011, and 21 December, 2011, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should 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 Spring Garden can telephone (01224 538069) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 30 November, 2011, and 21 December, 2011, inclusively.

Any person who submits an objection should note that the Committee agendas are public documents, available in libraries and also distributed to the press. Objectors' names and addresses, perhaps with summaries of their observations, may be able to be found in these agendas. Also, although the original letters of objection will not ordinarily be copied as part of the agenda, they are available for inspection by Councillors and are essentially in the public domain. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures blanked out.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL (ACCESS ROAD SERVING CRAIGSHAW BUSINESS PARK) ORDER
2011**

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to establish a prohibition of waiting at any time throughout the lengths of the access road serving Craigshaw Business Park.

Full details of the proposal are to be found in the draft order, 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 5 December, 2011 and 5 January, 2012, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should 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 Spring Garden can telephone (01224 538069) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 5 December, 2011 and 5 January, 2012, inclusively.

Any person who submits an objection should note that the Committee agendas are public documents, available in libraries and also distributed to the press. Objectors' names and addresses, perhaps with summaries of their observations, may be able to be found in these agendas. Also, although the original letters of objection will not ordinarily be copied as part of the agenda, they are available for inspection by Councillors and are essentially in the public domain. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures blanked out.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Audit Scotland Report on Transport for Health and Social Care - Self Assessment and Action Plan
REPORT NUMBER:	EPI/12/008

1. PURPOSE OF REPORT

To advise members on the findings of the Audit Scotland Report on Transport for Health and Social Care and update on the performance of the Council and partner organisations.

2. RECOMMENDATION(S)

That the committee,

- (i) Note the key messages and recommendations from the Audit Scotland report as set out in Appendix A. Note the current performance by the Council following the self assessment.
- (ii) Request officers to report back to the May Committee with a detailed Action Plan setting out how the Council and partner organisations will tackle the areas for development following self assessment and how the Council will meet the recommendations as set out by the Audit Scotland report.

3. FINANCIAL IMPLICATIONS

The cost for undertaking Social Care transport is met from existing budgets. The annual budget for 2011/2012 for the in-house passenger fleet is set at £1.12M and the annual budget for School Transport for 2012/2013 is set at £2.961M. The estimated spend for on demand Social Care transport will be approximately £250k this year, this is based upon previous years spend and projected forecasts. Prior to a detailed action plan being drawn up it is not possible to detail whether there will be any additional financial implications to the Council.

4. OTHER IMPLICATIONS

At this stage there are no other implications. However if in future there were to be sharing of resources with partner organisations, then policy decisions will need to be taken and an understanding of responsibility for any non-council service users being transported on Council contracted transport and in-house passenger transport.

5. BACKGROUND/MAIN ISSUES

5.1 Background

A Bulletin Report was submitted to the Enterprise, Planning and Infrastructure Committee on the 15th November 2011. The report highlighted that on 4 August 2011, Audit Scotland published its report on Transport for Health and Social Care. The full report can be accessed at http://www.audit-scotland.gov.uk/work/health_national.php?year=2011 and the key messages and recommendations from the report are set out in Appendix A.

Officers of Aberdeen City Council were involved in feeding in baseline data and information on ways of working to the study undertaken by Audit Scotland. Whilst not specifically referenced in the report, it is the case that a number of the Case Studies are similar to work that has been advanced by the public sector in the North East of Scotland. The single Case Study from this area relates to work on the Health and Transport Action Plan (HTAP) which has been progressed jointly by NHS Grampian, Nestrans (the Regional Transport Partnership for Aberdeen City and Shire), the Scottish Ambulance Service, Aberdeen City, Moray and Aberdeenshire Councils.

In Aberdeen City Council, through various structural re-organisation and efficiency savings initiatives, the Public Transport Unit has managed School, Social Work, In-House Passenger Fleet and Demand Responsive Transport (DRT) since 2008, as well as the day to day liaison with bus operators for public services. This has resulted in an integrated unit managing all of the Council's passenger transport requirements and has allowed for greater integration in the use of Education and Social Work transport along with improved utilisation of the Council's in-house passenger transport. A further initiative currently underway is looking at the possibility of a shared Public Transport Unit with Aberdeenshire Council.

The Council also continues to participate fully in the development of the HTAP. Under the auspices of HTAP consideration is being given to the creation of a 'health transport information hub'. This hub would have three main functions: to provide information on available transport services to those requiring transport for health purposes; where appropriate to broker trips e.g. on community transport services; and, to create an information database on trip requests for planning purposes as there is currently only limited information on unmet travel needs.

The Audit Scotland report makes pertinent recommendations in relation to the efficient integration and delivery of health and social care transport provision. However, as acknowledged by Audit Scotland, it is important that the focus is on addressing current deficiencies and that the efficiency benefits already being accrued through integration of social care, education; DRT and public transport service delivery are not undermined.

The Audit Scotland Report makes eight key recommendations which are listed in Appendix A. The report recommends that a self-assessment is conducted to identify what the Council is already doing and/or requires to do, in order to address the issues identified in the report. A detailed Action Plan will also require to be developed based upon the outcome of the self-assessment.

5.2 Self Assessment

Below is a completed self assessment checklist for Aberdeen City Council. The checklist was designed for Regional Transport Partnerships, the ambulance service, NHS Boards, councils and other partners to improve transport for health and social care.

Fig. 1 Self assessment checklist for Regional Transport Partnerships, the ambulance service, NHS Boards, councils and other partners to improve transport for health and social care

	Assessment of current position					Comments
	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	
Spending and efficiencies						
We routinely collect data on the activity, costs (including unit costs) and quality of services we provide			Yes – in place but needs improving			Financial monitoring and reporting is undertaken on all aspects of transport. Spends are reviewed and associated with each activity. Quality of service is routinely monitored for School Transport, whereby a Contract Monitoring Officer undertakes daily spot checks, undertakes site visits following complaints and produces bi-annual quality monitoring reports. There is less activity undertaken to monitor and collect information on the quality of Social Work Transport and in particular the councils in-house passenger transport.

	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We routinely benchmark performance and cost to ensure resources are used efficiently			Yes – in place but needs improving			All School and Social Work transport is procured through the undertaking of a competitive tender process and where practical transport is conducted by utilising the Councils in-house passenger fleet. This process allows the Council to ensure that transport procured is best value. As above noted performance is monitored by a Contract Monitoring Officer. More work could be undertaken to draw a direct link in terms of benchmarking performance and cost.
We regularly review funding arrangements for transport for health and social care to ensure that they maximise value for money and reflect local need			Yes – in place but needs improving			All Social Care transport is subject to an assessment being completed by officers in Social Care and Wellbeing. Only if a client passes the assessment criteria, is transport put in place. Transport is arranged with operators who have been approved following a tendering process or they are transported using the council's in-house

						passenger transport ensuring low costs. Improvements can be made by increasing the levels of joint working.
	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We have improved how we arrange transport services within our own organisation and considered the need for a central team or coordinated approach				Yes – in place and working well		As aforementioned all of the Council's passenger transport is arranged through the Public Transport Unit. This central point has allowed for greater integration between school, social work and in-house transport services. In addition we have utilised our in-house passenger fleet more effectively since early 2010 by using these vehicles to provide School Transport, more ad-hoc social work transport and to provide a DRT service (Community Transport).

	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We have reviewed the timing of appointments and care services to make sure that transport provision is considered.			Yes – in place but needs improving			The Public Transport Unit's primary Social Care service function is transport to day centre's and day activities. The timings of these cannot realistically be altered due to the nature of the service they provide. However a number of the centres do have staggered start times which allow for one vehicle to undertake transport for multiple establishments. Most of the on demand ad-hoc Social Care transport requests are flexible in their timings which allow the PTU to ensure the most appropriate and cost effective transport can be used, particularly allowing utilisation of the in-house passenger fleet. More consideration could be undertaken from a Social Care aspect as to the placing of clients, particularly respite clients, as transport does not appear to be given due consideration in this aspect.

	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We have reviewed the use of taxis and considered scope for efficiencies within our own organisation and in partnership with others			Yes – in place but needs improving			All School and Social Work transport is subject to competitive tender, which ensures best value. We have examined the costs of using external operators against that of using our own in-house fleet. In the last year we have ceased using external operators to provide day centre transport and this is now fully delivered in-house. We have also utilised our in-house transport to deliver two more school transport services, along with using the in-house fleet to deliver as many of the ad-hoc, on demand Social Care transport requests as possible. Further work is required to examine the potential of working in partnership with others. Work is ongoing under the HTAP to identify opportunities for partnership working and to establish if efficiencies can be made. This level of work is likely to take a relatively considerable period of time.

Working in partnership						
	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We have worked with partners to clarify responsibilities for planning and delivering transport for health and social care.		No – but action in hand				The Council has not undertaken any work on this aspect. However the matter has been raised and will be progressed through further work of the HTAP.
We have put systems in place to routinely engage with service users to ensure that their views inform the development of transport for health and social care services.			Yes – in place but needs improving			This area is relatively poor. The Council has undertaken satisfaction surveys, but not to any great extent with regards to Education or Social Care Transport services and certainly measures are required to improve engagement. The Community Transport DRT service was designed following surveys and consultation with service users and we annually undertake satisfaction surveys with members of the service. Any suggestions are taken into consideration and issues are addressed. Action is required in this area.

	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We assess the impact of service changes on users and other services, taking account of transport needs.			Yes – in place but needs improving			All service changes require an Equality and Human Rights Impact Assessment to be completed. All PBB options which may have affected these services would also have been subject to Equality and Human Rights Impact Assessments. Improvements can be made by further engaging with service users and working with partner organisations to ensure viable transport options are available.
We ensure that transport for health and social care services are based on an assessment of need and regularly monitor and evaluate them to ensure value for money.				Yes – in place and working well		Social Care transport is only put in place following an assessment for eligibility. This eligibility is reviewed by Care Managers on an annual basis. Transport is only put in place with operators who have been through a competitive tendering process, so this also ensures best value.

	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We have ensured that staff members are well informed about all transport options in our area so that they provide good information to the public about available transport options, eligibility criteria and charges.			Yes – in place but needs improving			This is an area which has weakened over the past couple of years. When the council operated Concessionary Travel schemes, the team administering these schemes had good knowledge about transport options in the region and was able to disseminate this information. With a reduction in the team and less involvement in this area knowledge certainly has been reduced and needs to be reviewed. Also, as aforementioned, consideration is being given to the creation of a 'health transport information hub'. This hub would have three main functions: to provide information on available transport services to those requiring transport for health purposes; where appropriate to broker trips e.g. on community transport services; and, to create an information database on trip

						requests for planning purposes as there is currently only limited information on unmet travel needs.
	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We have put in place a plan to integrate or share services where this represents more efficient resources and better service for users, including considering an integrated scheduling system.			Yes – in place but needs improving			As above noted all of the Council's passenger transport is arranged through the Public Transport Unit. This central point has allowed for greater integration between school, social work and in-house transport services. Also we have utilised our in-house passenger fleet more effectively since early 2010 by using these vehicles to provide School Transport, more ad-hoc social work transport and to provide a DRT service (Community Transport). In addition investigations are being conducted looking at the possibility of a shared Public Transport Unit with Aberdeenshire Council. Aberdeen City Council currently does not use an integrated transport scheduling system. All transport is scheduled

						manually. Further investigations will also be considered under the HTAP to examine whether further integration or scheduling can be undertaken with partner organisations.
	No – Action needed	No – but action in hand	Yes – in place but needs improving	Yes – in place and working well	Not applicable	Comments
We collect information on the personal characteristics of people who need transport for health and social care to allow monitoring of equality and diversity and to develop services that meet their needs.				Yes – in place and working well		Applications for School Transport and Social Care Transport Eligibility Forms/ Transport request forms require full information to be detailed with regards to each service user's requirements and needs. This includes mobility aids/wheelchair information, medical information, behavioural information and emergency procedure information, all being detailed. This, along with transport assessments, means we can ensure transport is tailored to meet service users needs, including whether they require an escort on transport. In addition, with the Community Transport services,

						users must notify the PTU at the time of booking of any mobility aids used / wheelchair type and any medical conditions.
We involve the voluntary sector in the planning and delivering transport for health and social care to meet the needs of the local population.	No – Action needed					Currently we do not undertake any large involvement with the voluntary sector. Discussions had been held in previous years around whether the Council and voluntary organisations could assist each other. It is anticipated that further work through the HTAP will allow this Council to be more proactive on this front.

5.3 Conclusions and Action Plan

The above completed checklist demonstrates that the Council is already doing a large level of the work which addresses the issues raised in the Audit Scotland report, particularly having an integrated transport unit. In addition the Council has a robust transport assessment framework, high levels of transport integration and fully competitive tendering which places the Council in a strong position. The checklist does however identify a number of areas where the Council needs to do more to address the issues raised in the Audit Scotland report, in particular with regards to improved partnership working and greater engagement with service users.

An Action Plan is required to be completed and will be based upon the outcomes of the self assessment. This will steer the Council in the way forward to tackling the areas which require improvement. Many of the potential actions cannot however be delivered in isolation and the issues set out in this report will also be reported by partners in the NHS, Nestrans and neighbouring Councils to their relevant Boards and Committees, with a view to developing the required Action Plan in tandem with the development of HTAP.

As such the Council will need to undertake further consultation and engagement with these partner organisations in drawing up an action plan, to ensure that each organisations action plan is complementary to each other and guaranteeing a consistent approach across the North East region. A meeting of HTAP partners in December/January will allow officers the opportunity to initiate this process and to report back to the May committee with a completed action plan.

6. IMPACT

A key aim of the Community Plan is to ensure that all citizens have access to a range of transport options that reflect differing needs of age, gender, disability and income. The Single Outcome Agreement also sets a priority of improved public transport and integration of transport is a key to improving access to employment, education and training opportunities. The 5 year Business Plan sets out that we will support the delivery of a fully integrated transport network to support movement and economic growth.

This report is likely to be of interest to the public particularly as it assesses what the Council is currently doing to provide transport to Health and Social Care services. An Equality and Human Rights Impact Assessment is not required at this stage but should be produced for the follow up report detailing the action plan.

7. BACKGROUND PAPERS

Audit Scotland Report on Transport for Health and Social Care -
http://www.audit-scotland.gov.uk/work/health_national.php?year=2011

8. REPORT AUTHOR DETAILS

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ccormack@aberdeencity.gov.uk, 01224 523762

Appendix A

Extract from Audit Scotland Report

Key Messages

- Transport services for health and social care are fragmented and there is a lack of leadership, ownership and monitoring of the services provided. The Scottish Government, Regional Transport Partnerships, councils, NHS boards and the ambulance service are not working together effectively to deliver transport for health and social care or making best use of available resources.
- From the limited information available we have identified that over £93 million was spent in 2009/10 on providing transport to health and social care services. There is a considerable underestimate as data on costs, activity and quality is poor. The public sector will find it difficult to make efficient and effective use of available resources without this basic information.
- Joint working across the public sector and with voluntary and private providers is crucial for the successful and sustainable development of transport for health and social care. Improved joint planning could lead to more efficient services. There is scope to save money by better planning and management of transport for health and social care without affecting quality. Prior projects show scope for efficiencies but these lessons have not been applied across Scotland.
- Reducing or removing funding from transport services can have a significant impact on people on low incomes, older people and people with ongoing health and social care needs. But the potential effect of changes to services is not often assessed or monitored and alternative provision is not put in place. The public sector needs better information on individual needs and on the quality of the transport services they provide.

Key recommendations

The short-life working group on healthcare transport led by the Scottish Government should:

- Take account of the findings and recommendations of this report in its work.

The Scottish Government and partners should:

- Work together to clarify responsibilities for planning and delivering transport for health and social care and how these link together.

Partners (councils, NHS boards, Regional Transport Partnerships and the ambulance service) should:

- Collect routine and accurate data on the activity, cost (including unit costs) and quality of services they provide and routinely benchmark performance and costs to ensure resources are used efficiently.
- Assess the impact of proposed service changes on users and other providers of transport.
- Ensure that staff have up-to-date information about all transport options in their area and provide better information to the public about available transport options, eligibility criteria and charges.
- Integrate or share services where this represents more efficient use of resources and better services to users, including considering an integrated scheduling system.
- Ensure that transport for health and social care services is based on an assessment of need and that it is regularly monitored and evaluated to ensure value for money.
- Use the Audit Scotland checklist detailed in Appendix 3 of the full report to help improve planning, delivery and impact of transport for health and social care through a joined up, consistent approach.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Proposed revisions to on street parking charges for Forresterhill and Garthdee
REPORT NUMBER	EPI/12/017

1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to provide an updated report on the implications of the implementation of the proposed pricing structure for the Forresterhill and Garthdee on street parking zones.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
1. note the content of this report and the options that officers have considered.
 2. instruct officers to refer, for discussion, the proposed revised charges to the next meeting of the controlled parking working group.
 3. instruct officers to carry out further consultation with NHS Grampian and Aberdeen University.
 4. instruct officers to implement a further 7 pay and display machines at strategic locations in the immediate streets surrounding the hospital campus.
 5. instruct officers to expand the existing 18 month trial period for the implementation of a mobile telephone payment system to operate in relation to the on-street parking within the Forresterhill Zone.

3. FINANCIAL IMPLICATIONS

- 3.1 The revised charges would have implications with respect to a reduction in the level of on street parking and the purchase of tickets/vouchers but has been estimated to still generate additional income levels which will support delivery of the Priority Based Budget option EPI_AMO05 – Increase Parking Charges.

- 3.2 The cost of implementing a further 7 machines will cost around £35K. The funding for these is available from the surplus generated from the Forresterhill controlled parking zone in previous financial years.
- 3.3 The estimated cost to the Council of introducing a mobile telephone payment system should be no more than £15K over the 18 month term of the trial period. However this cost has already been approved at the 18 January 2011 E P & I committee from the car parking budget. The expansion of the system, on-street within the Forresterhill zone will not incur any additional costs.

These recommendations have no implications for the capital budget.

4. OTHER IMPLICATIONS

None

5. BACKGROUND / MAIN ISSUES

5.1 Considerations

5.1.1 Background

5.1.2 Reference is made to the minute of the Committee of the 15th March 2011 wherein the committee requested that a report on the price of parking in the Forresterhill and Garthdee on street zones be presented to a future committee and to include information on the the existing prices, financial implications, comparable charges and possible new payments technologies.

5.1.3 The March committee report advised that the current parking fee structure did not support the aims of the Transportation Strategy and the sustainable transport initiatives of the Council.

5.1.4 The parking zones at Forresterhill and Garthdee were introduced in partnership with the National Health Service (NHS) and the Robert Gordon University (RGU) respectively. The parking zones were seen to actively support the Green Transport Plans (GTP) implemented by our partners and to protect the residential environment and amenity of the local residential areas.

5.1.5 Through the support of on street parking regimes the GTP for the Forresterhill complex gained a national transport award. The GTP for RGU was recognised nationally as a good practice model particularly in relation to planning objectives for new development.

5.1.6 When introduced in 2002, the cost of on street parking within both zones was balanced against the cost of travel to the hospital and university complexes and in particular travel by public transport. Since the

introduction of the parking zones the cost of travel by bus has risen significantly whilst the on street parking charges have remained static making travel by private car more attractive.

5.1.7 It will be noted that the Transportation Assessments that were carried out in support of the planning applications and developments at both the NHS and RGU sites identified the need for the controlled parking zones to mitigate the impact of the developments. The findings of the TA's supported the subsequent financial commitment by the NHS and RGU to implement the zones.

5.1.8 The current cost of parking within the zones is £1 for up to 2 hours and £2 from 2 hours to 6 hours with the operational hours being 10am to 4pm Monday to Friday. When considering the current cost of travel by public transport and the on street pricing structure across the city, the cost of parking at Forresterhill and Garthdee is considered to be low and does not support its original objectives to reduce car travel by commuters and to discourage long stay parking. Observations by officers are that the demand for on street parking by commuters within the both zones has increased significantly over time and is confirmed by the number of tickets purchased on a yearly basis. Since the introduction of the zones the number of vouchers sold for Garthdee has increased by a factor of 3.5 with the combined income from voucher and meters for Forresterhill rising by a factor of 2.2.

5.2 **Current Bus Fares and On-street parking charges**

5.2.1 The current comparison between bus fares and on street parking charges for the differing parking zones are noted below for information

Bus Fares

Single journey from	£1.00 to £2.30
First Day Off peak	£3.70
First Day Peak	£4.30

On Street Parking Charges

Inner Zones	£1.00 per 20min up to max 1 hour
Outer Zones	£1.00 per 20min up to 1 hour
	£4.00 for 2 hours – 2 hours max stay
Peripheral Zones	£1.00 per hour up to max 3 hours
Old Aberdeen – Zone	£0.75 for 1 hour rising to £2.30 for a maximum of 3 hours

5.3 **Option Appraisal**

5.3.1 The report presented to the Controlled Parking working group on 24/2/2011 proposed that the cost of on street parking within the Forresterhill and Garthdee zones be raised to £1.50 for two hours and £4.50 for all day parking. This was seen to better reflect the cost of travel

by public transport to the sites and would act as a disincentive to travel by the private car. It could be practically argued that a single tariff for all day parking should be introduced that would better support sustainable travel objectives but it was thought that this may impact on residential amenity and therefore the two hour tariff was retained in the proposals.

- 5.3.2 A further option has been suggested to bring the current charges in line with the existing peripheral parking zones and provide an hourly rate for parking up to a maximum of 6 hours. This would result in greater flexibility for tickets / voucher options by raising the fee to £1.00 per hour up to a maximum of £6.00 for all day parking.

This option, favoured by officers, better supports the strategy outcomes of modal shift from car to public transport.

5.4 Financial Impact of Proposals

- 5.4.1 An increase in charges as proposed would, if successful, meet the objective to reduce car movements to both sites and have implications with respect to the likely number of tickets /vouchers purchased. Should the on street charges be revised in line with the recommended strategy it is likely that a significant resistance by commuters would occur as they seek alternative modes of transport.

For the purposes of calculating the effect that the above options will have on expected income an estimated user resistance factor of 33% has been allowed against the benchmark of previous years' income.

Garthdee

- 5.4.2 The Garthdee zone has no on-street parking machines and all income is generated from the sale of vouchers. Income has increased year on year from £10.5 K in 2003/04 to £37.3K in 2010/11. The draft budget for 2012/13 on existing tariff levels is currently proposed to be £31K.

- 5.4.3 Based on the revised parking strategy and a resistance factor of 33% in the demand for on street parking the income for both options would increase to the following levels.

- Option 1 - £56K
- Option 2 - £75K

Forresterhill

- 5.4.4 The Forresterhill zone generates income from both the sale of vouchers through retail outlets and from tickets purchased on-street from the existing nine parking machines that are located on Westburn Road, Cornhill Road and Ashgrove Road West.

- 5.4.5 Due to the difficulty in getting local retailers to stock vouchers, sales have dropped from £57.5K in 2003/04 to £22.3K in 2010/11. However ticket sales from the on-street parking machines have increased from £8.1K in 2003/04 to £76.5K in 2010/11.
- 5.4.6 Income levels have increased from the initial £65.6K in 2003/04 to £98.8K in 2010/11. However the overall income has dropped approx 10% each year over the last two financial years. This has been due to the changes in the parking charging strategy within the hospital complex. The combined draft budget for 2012/13 on existing tariff levels is currently proposed to be £100k.
- 5.4.7 Based on the revised parking strategy and a resistance factor of 33% in the demand for on street parking the income for both options would increase to the following levels.
- Option 1 - £148K
 - Option 2 - £198K

5.5 Payment Systems

- 5.5.1 Over the last few years officers have seen a significant drop in voucher sales at Forresterhill compared with the increase in on-street ticket sales. However complaints have been received regarding the lack of machines at strategic locations around the hospital campus.
- 5.5.2 To address this issue officers are recommending that 7 additional machines be installed at these points at an estimated cost of £35K.
- 5.5.3 The funding for these will be from the surplus funds/reserves generated from the Forresterhill controlled parking zone income. These retained funds form part of the agreement between National Health Service (NHS) and is to be used to support the Green Transport Plan for specific green transport initiatives and traffic improvements as approved by a former committee
- 5.5.4 There are no plans and no available funding to introduce on-street parking machines within the Garthdee Zone..
- 5.5.5 With the continued development of mobile phone technology a pilot scheme has been introduced for an 18 month trial period in the off-street car parks. E P & I committee 18 January 2011. It's proposed that officers expand its uses to on-street within the Forresterhill zone. The use of this stand alone medium to purchase parking tickets is more cost effective and the new system doesn't require the existing machines to be upgraded.
- 5.5.6 Key benefits for our customers will include not having to find the correct change for parking machines. Systems can also be incorporated that they send automatic reminders to let customers know that the period

they have paid for is about to expire. Customers would be able to pay for extra time without having to return to their vehicle. This functionality would assist customers avoid penalty charges due to expiry of parking tickets.

- 5.5.7 Further benefits of utilizing a mobile telephone payment system include reduction in the requirement to collect cash from machines and reduction in paper tickets. Using a mobile telephone system is more desirable than adapting existing machines to accept cash and debit /credit cards due to the costs which would be incurred in purchasing and installing additional machine parts.

6. IMPACT

- 6.1 The proposed price structure would meet the aspirations of the Transport Strategy and be seen to support sustainable transport and reduce traffic emissions.
- 6.2 The content of the report meets with the local Community Plan objectives to continually improve road safety and maximize accessibility for pedestrians and all modes of transport.

7. BACKGROUND PAPERS

Minutes of the EP&I meeting of the 15th March 2011
Report to Controlled Parking Working Group of 24th February 2011
Report to E P & I Committee of 18 January 2011 – Car parking charges.

8. REPORT AUTHOR DETAILS

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Traffic Management Team
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(01224) 538055

Consultees comments

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Kate Dean - has been consulted.

Vice Convener: Councillor John Corall - email sent 21/12/11

Local Members

Councillor George Adam

email sent 21/12/11

Councillor Neil Fletcher

has been consulted and is content with the bulk of the report, but particularly welcoming of the additional pay machines in the Forresterhill area.

Councillor Kirsty West

email sent 21/12/11

Councillor Gordon Townson

email sent 21/12/11

Councillor Ian Yuill

email sent 21/12/11

Councillor Jillian Wisely

email sent 21/12/11

Councillor Bill Cormie

email sent 21/12/11

Councillor Jennifer Laing

email sent 21/12/11

Council Officers

Barry Jenkins, Head of Finance, – has been consulted.

Jane MacEachran, City Solicitor, Continuous Improvement *has been consulted and had some minor comments to make in relation to the documentation requirements to display tickets, vouchers and for any possible appeals*

Ciaran Monaghan, Head of Service, Office of Chief Executive has been consulted

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure has been consulted

Hugh Murdoch, Head of Service, Shelter and Environment – has been consulted

Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership – *has been consulted and agrees with the recommendations which work well with the aims of the local transport strategy.*

Mike Cheyne, Roads Manager has been consulted

Neil Carnegie, Community Safety Manager *has been consulted and wishes members to be aware that the mobile telephone system has been successfully implemented and officers will continue to discuss with the payment system provider to extend the pilot scheme in 2012 into these other areas in addition to off street.*

Dave Young, Account Manager, Service, Design and Development has been consulted

Kathryn McFarlane, Service Co-ordinator

Allison Swanson, Committee Services

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Mr Doug Ritchie
Team Leader
Traffic Management Team
Enterprise Planning & Infrastructure
74 - 76 Spring Garden.
Aberdeen

Date 10th January 2012
Your Ref
Our Ref

Enquiries to Suzanne Rogerson
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Direct Line 01224 552185
Email gary.mortimer@nhs.net

Dear Mr Ritchie,

EPI/12/017 - PROPOSED REVISIONS TO ON STREET PARKING CHARGES

Thank you for the opportunity to comment on your paper EPI/12/017 - Proposed revisions to on street parking charges for Foresterhill and Garthdee. Having discussed this with a number of key stakeholders, NHS Grampian wishes to raise concerns at the proposal to significantly increase charges in the Foresterhill controlled parking zone, and would offer the following comments and request that these be considered as part of the Council discussions on this matter.

- We are concerned at the lack of engagement with NHS Grampian relating to the proposal up to this stage. NHS Grampian has been working hard with our staff and the public in relation to the specific Foresterhill Campus proposals. We have not been aware of the ACC charging proposals, and clearly these have not been discussed as part of our consultation process or indeed our permit criteria proposals. As joint transportation partners, we would have hoped for a more participative approach prior to the proposal being developed.
- We fully support the shift from car to public transport - indeed we have been very active in this regard for a number of years, and continue to be so, working with the Local Authorities, Nestrans, and transport operators, and have already made significant progress. However, it has to be recognised that a major limiting factor in terms of further progress is the need for improvements to city bus services, which have been reducing in recent years. Just one example of this is that our efforts to encourage major use of Park & Ride (not least given the daily 800 plus empty spaces at Kingswells) are severely hampered by the fact that the main Park & Ride Service 40 commences too late and finishes too early for a very large proportion of NHS Grampian staff who work various shifts, including the main nursing 7am - 7pm shifts. You will be aware that we are currently working with Nestrans and the city council to try and address this although progress has been limited.
- A 300% increase in daily parking charge alone does not address current issues with parking (both on the NHS site and in the neighbouring streets). A more comprehensive public transport service must be the

answer and as stated above this is not yet available to many of our staff, patients or visitors. Whilst we are aware that many staff and members of the public may have been prepared to pay a £2 charge, we feel it unlikely that many will be able to pay a £6 per day charge, particularly our large numbers of lower paid ancillary staff who are unlikely to qualify for on-site parking. This will be very detrimental to staff morale, and is likely to impact on our recruitment and retention of staff.

- We note that part of the Council's strategy is to address recent decreases in parking income. It is possible that the timing of any increase in charges will come at approximately the same time as the revised NHS access and control arrangements for the Foresterhill Campus site? You will be aware of current Scottish Government Policy on free parking for access to health (relating to NHS sites). We are concerned that our staff and members of the public will incorrectly associate our control changes with your charging increases and that this will be counter-productive to our joint aims on changing attitudes and behaviours relating to travel choices.
- Given the above points, access by car will remain the only option available to many and we would seek delay to any proposals to increase charges until such time as (a) viable public transport alternatives are in place, and (b) our revised control and access arrangements have settled down and become embedded.

I trust these comments will be helpful to the discussion and I would welcome feedback at an early stage so that NHS Grampian can consider and communicate as appropriate.

Yours sincerely,



Gary Mortimer
General Manager Facilities and Estates





ESTATES AND PROPERTY SERVICES

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Mr Doug Ritchie
Team Leader
Traffic Management Team
Enterprise Planning and Infrastructure
74-76 Spring Garden
Aberdeen

11 January 2012

Dear Mr Ritchie

EPI/12/017 – PROPOSED REVISIONS TO ON STREET PARKING CHARGES

I refer to the above and would thank you for the opportunity to comment on the proposed changes to on street parking charges at Foresterhill and Garthdee.

I have discussed the matter with colleagues at RGU and would wish to raise concerns as to the proposals for Garthdee and would offer the following comments for consideration as part of the Council's discussions on the matter.

RGU are concerned that there was no prior consultation, notification, or engagement with the University relating to the proposal prior to the issue of the consultation document.

As you will be aware, RGU has been working closely with Aberdeen City Council for a number of years in relation to development of the Garthdee Campus and issues associated with sustainable travel initiatives, including development and implementation of the Green Travel Plan, financial contribution to the existing Controlled Parking Zone operation and a commitment to increased contributions to an expanded CPZ on completion of the Masterplan construction project at Garthdee.

Whilst we fully support the shift from car use to public transport – witnessed by our regular involvement with First Aberdeen, Nestrans and the local authority, we are concerned as to the limiting factors in achieving and maintaining regular, timeous transport services due to the limitations of the road network between the City Centre and Garthdee – specifically the lack/limited operation of dedicated bus lanes. There is specific evidence of issues with regard to peak capacity on the route, compounded by delays incurred due to traffic issues.



INVESTOR IN PEOPLE

Deputy Director
Estates and Property Services
Tina Pringle

Director
Estates and Property Services
Bill Somerville

The proposed increase in parking charges (300%) is considered excessive, even with due consideration to the equivalent increase in public transport costs. This will have a major impact to the student population (which form the majority of users of the CPZ at Garthdee) who have a low/restricted income.

It is considered that the increased charges will drive car users to park outwith the CPZ causing additional congestion in those areas.

Any increase in charges within the CPZ will have an impact on the level of car parking charges levied by RGU to park at the Garthdee Campus (as charges were set with due consideration to those within the CPZ) which, in turn, will drive car users away from parking within the campus/CPZ with a potential for further congestion/parking issues on the perimeter of the existing CPZ.

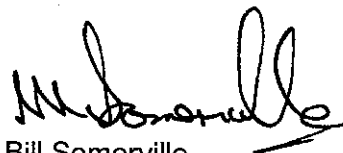
The above will have a direct impact on student/staff recruitment which could, in turn, have a direct impact on the development of the University.

Considering the limited consultation time available and the lack of direct contact with the University in relation to the Garthdee aspects of the proposal, we would seek to postpone any proposals to increase charges until such time as further investigation /development of public transport initiatives (bus lanes etc) is fully considered.

In addition to the above, the impact to the increase in coverage of the Garthdee CPZ (as a result of the RGU Masterplan proposals) should be considered prior to any consideration in increasing charges for on street parking.

It is hoped that the comments will support debate on the proposals and would welcome the opportunity to provide further input/feedback as appropriate

Yours sincerely



Bill Somerville
Director: Estates and Property Services

ABERDEEN CITY COUNCIL

COMMITTEE Enterprise Planning and Infrastructure

DATE 31st January 2012

DIRECTOR Gordon McIntosh

TITLE OF REPORT Disabled Person's Parking Places - Regulation

REPORT NUMBER:EPI /12/ 019

1. PURPOSE OF REPORT

This purpose of the report is to advise members of progress towards the regulation of on street disabled parking places city wide and seeks approval for the promotion of the necessary Traffic Regulation Order

2. RECOMMENDATION(S)

That the committee:

- a) approves the commencement of the Traffic Regulation Order for the promotion of the existing on street disabled parking places
- b) instruct the appropriate officers to undertake the necessary procedures
- c) refers the report to the Resources and Finance Committee for the consideration of allocating funding in 2012/2013 for the implementation of the on street disabled parking places

3. FINANCIAL IMPLICATIONS

The costs for the implementation of the signage and markings necessary to meet legislative requirements of the parking places have been estimated as £300,000. During budget scrutiny meetings it was agreed that the monies required to carry out these changes would not be considered as a budget pressure but be found from contingencies as it related to a one off cost. Should a budget not be identified and the works completed by the January of 2014 there will be a need to recommence the TRO process due to time limitations.

4. OTHER IMPLICATIONS

The promotion and progression of the Traffic Regulation Order for the regulation of disabled person's parking place should be carried out to meet the Disabled Person's Parking Places (Scotland) Act 2009. The Act places an obligation on this Council to promote the necessary Traffic Regulation Order and the implementation of the associated works. Progress is annually reviewed by Ministers and failure to meet the obligations of the Act would be seen to be unsupportive in respect

to access for the less mobile and disabled within our community.

5. BACKGROUND/MAIN ISSUES

- 5.1 On the 1st April 2009 the Disabled Person's Parking Places (Scotland) Act 2009 (DPPPA) was made and placed an obligation on all local authorities to promote and implement the necessary Traffic Regulation Orders (TRO) to allow the regulation and enforcement of disabled parking places.
- 5.2 The DPPPA legislation defines the need for all existing on street disabled parking spaces to be identified and regulated together with all future disabled parking spaces.
- 5.3 Since the DPPPA came into force new disabled parking place applications that have been approved have been the subject of a TRO through the Small Scale Traffic Management reports and been taken forward for implementation in line with the new regulations.
- 5.4 The timescales set within the 2009 Act indicated that the existing on street parking places be identified by April 2010 and that the subsequent TRO process be commenced. However the work and preparation for the regulation of the existing on street spaces has been a significant challenge due to the number of spaces and their geographic spread across the city. At present there are some 1067 on street disabled parking places and it has been necessary for officers to visit each location and accurately record and schedule the location of each parking place.
- 5.5 This work is now complete and schedule for inclusion within the necessary TRO have been prepared and an area list of the spaces to be regulated is appended to this report for information
- 5.6 The DPPPA legislation has redefined the way in which disabled parking spaces are considered and the on street spaces will now be generally available to all Blue Badge holders and not too a specific individual. This alteration in the way in which spaces can be used has brought a need to amend the associated signage and markings and must be in place for enforcement purposes. There is a significant financial implication with respect to the implementation of the TRO and the cost of the work necessary to amend the disabled person's parking spaces.
- 5.7 The Traffic Regulation Order needed to meet the DPPPA will take some 9 months to process and should be ready for implementation in the autumn of 2012. Whilst it would be ideal for all of the disabled person's parking spaces to be implemented immediately following approval of the TRO, in practical terms, this will not be possible due to the nature of the work, availability of specialist contractors and the need to confirm funding for the on street works.
- 5.8 It is suggested that the implementation of the disabled person's parking spaces TRO be programmed and carried out on an area by area basis

and that this be implemented over a 6 month period from the date of confirmation of the TRO. It should be noted that there is a time limitation of 24 months from the commencement of the TRO process to completion of the on street works. Should the TRO not be implemented within this time envelope the traffic order process will require to be restarted for any spaces for which the work has not been completed on street.

- 5.9 At this time a budget allocation has not been identified for the implementation of the required amendments to the parking spaces. It is requested that this report be referred to the Finance and Resource committee for consideration and budget allocation in 2012/13.

6. IMPACT

- 6.1 This report meets the Community Plan, the Single Outcome Agreement and, and the aspirations of the Councils *Vibrant, Dynamic & Forward Looking* statement by the provision of improved accessibility for the less mobile within our community

7. BACKGROUND PAPERS

Disabled Person's Parking Places (Scotland) Act 2009

8. REPORT AUTHOR DETAILS

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Tel 53 8056

Consultee Comments

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Kate Dean – Email sent 21/12/2011

Vice Convener: Councillor John Corall – Email sent 21/12/2011

Local Members

Councillor George Adam	email sent 21/12/2011
Councillor Yvonne Allan	email sent 21/12/2011
Councillor Marie Boulton	email sent 21/12/2011
Councillor Bill Cormie (Depute Provost)	email sent 21/12/2011
Councillor Barney Crocket	email sent 21/12/2011
Councillor Martin Greig	email sent 21/12/2011
Councillor Muriel Jaffrey	email sent 21/12/2011
Councillor Alan Milne	email sent 21/12/2011
Councillor George Penny	email sent 21/12/2011
Councillor Richard Robertson	email sent 21/12/2011
Councillor John West	email sent 21/12/2011
Councillor John Stewart	email sent 21/12/2011
Councillor Kevin Stewart	email sent 21/12/2011
Councillor Jillian Wisely	email sent 21/12/2011
Councillor Ian Yuill	email sent 21/12/2011
Councillor Irene Cormack	email sent 21/12/2011
Councillor Alan Donnelly	email sent 21/12/2011
Councillor James Kiddie	email sent 21/12/2011
Councillor Neil Cooney	email sent 21/12/2011
Councillor Mark McDonald	email sent 21/12/2011
Councillor Jennifer Laing	email sent 21/12/2011
Councillor Len Ironside	email sent 21/12/2011
Lord Provost Peter Stephen	email sent 21/12/2011
Councillor Wendy Stuart	email sent 21/12/2011
Councillor Gordon Townson	email sent 21/12/2011
Councillor Neil Fletcher	email sent 21/12/2011
Councillor Kirsty West	email sent 21/12/2011
Councillor Aileen Malone	email sent 21/12/2011
Councillor Neil MacGregor	email sent 21/12/2011
Councillor Jackie Dunbar	email sent 21/12/2011
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Councillor Jim Noble	email sent 21/12/2011
Councillor Gordon Leslie	email sent 21/12/2011
Councillor John Reynolds	email sent 21/12/2011
Councillor Jim Farquharson	email sent 21/12/2011
Councillor Jennifer Stewart	email sent 21/12/2011
Councillor Willie Young	email sent 21/12/2011

Council Officers

Barry Jenkins, Head of Finance, Resources - ***has been consulted***

Jane MacEachran, City Solicitor, Continuous Improvement - ***has been consulted***

Ciaran Monaghan, Head of Service, Office of Chief Executive - ***has been consulted***

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - ***has been consulted***

Hugh Murdoch, Head of Service, Shelter and Environment – ***has been consulted***

Mike Cheyne, Roads Manager - ***has been consulted***

Dave Young, Account Manager, Service, Design and Development - ***has been consulted***

Kathryn McFarlane, Service Co-ordinator

Allison Swanson, Committee Services

Area List of Existing Disabled Spaces to be Regulated

ROADNAME	No. of Spaces	ROADNAME	No. of Spaces
ABBOTSFOLD PLACE	1	BRESSAY BRAE	4
ABBOTSWELL CRESCENT	1	BRIERFIELD TERRACE	3
ABOYNE PLACE	1	BRIGHTON PLACE	2
ALBERT PLACE	1	BRIMMONDSIDE	5
ALEXANDER DRIVE	1	BRODINCH ROAD	2
ALLAN STREET	1	BROOMHILL ROAD	2
ANDERSON AVENUE	2	BRUNSWICK PLACE	1
ANDERSON DRIVE	3	BUCHANAN PLACE	1
ANGUSFIELD AVENUE	1	BURNBRAE AVENUE	1
ANNAT BANK	2	BURNBRAE CRESCENT	6
ANNFIELD TERRACE	2	BURNBRAE PLACE	2
ARBROATH WAY	1	BURNBUTTS CRESCENT	1
ARDARROCH PLACE	1	BURNS ROAD	1
ARDARROCH ROAD	2	BYRON CRESCENT	2
ARDBECK PLACE	1	CADENHEAD PLACE	2
ARNAGE CRESCENT	1	CADENHEAD ROAD	1
ARNAGE DRIVE	2	CAIESDYKES DRIVE	2
ARNAGE GARDENS	1	CAIESDYKES ROAD	4
ARNAGE PLACE	1	CAIESDYKES ROAD	2
ASHFIELD ROAD	1	CAIRNFELD PLACE	1
ASHGROVE PLACE	5	CAIRNFOLD ROAD	2
ASHLEY GARDENS	1	CAIRNGORM CRESCENT	2
ASHTOWN WALK	3	CAIRNGORM GARDENS	2
ASHVALE PLACE	1	CAIRNGORM ROAD	1
AUCHINLECK CRESCENT	3	CAIRNHILLOCK PLACE	1
AUCHINLECK ROAD	2	CAIRNWELL AVENUE	2
AUCHINYELL ROAD	1	CAIRNWELL DRIVE	2
AUCHINYELL TERRACE	2	CAIRNWELL PLACE	1
AUCHMILL ROAD	1	CAMERON WAY	1
BALGOWNIE BRAE	1	CAPERSTOWN CRESCENT	4
BALGOWNIE WAY	3	CARNIE DRIVE	3
BALNAGASK AVENUE	1	CARRON PLACE	1
BALNAGASK CIRCLE	3	CATTOFIELD PLACE	8
BALNAGASK ROAD	10	CHESTNUT ROAD	1
BANK STREET	2	CHESTNUT ROW	2
BANKHEAD AVENUE	3	CHESTNUT ROW	1
BANKHEAD ROAD	1	CHURCH STREET	1
BANNERMAN PLACE	1	CLIFTON ROAD	3
BARVAS WALK	1	CLIFTON ROAD	4
BATTOCK PLACE	1	CLOGHILL PLACE	2
BEACONSFIELD PLACE	3	CLOVERFIELD CLOSE	1
BEATTIE PLACE	1	CLOVERFIELD GARDENS	2
BEDFORD AVENUE	4	CLOVERHILL CRESCENT	4
BELLFIELD ROAD	1	CONINGHAM GARDENS	4
BERRYWELL PLACE	3	CONINGHAM TERRACE	1
BERRYWELL ROAD	3	CONTLAW PLACE	1
BERVIE BROW	1	CORNDAVON TERRACE	1
BIRKHALL PARADE	8	CORNHILL DRIVE	1
BIRKHALL PLACE	2	CORNHILL DRIVE	3
BONNYMUIR PLACE	2	CORNHILL TERRACE	4
BONNYVIEW DRIVE	3	CORONATION ROAD	1
BONNYVIEW PLACE	6	CORRECTION WYND	1
BREBNER CRESCENT	3	CORTHAN CRESCENT	2

BREBNER CRESCENT	2	CORTHAN DRIVE	1
CORTHAN PLACE	1	FARQUHAR ROAD	3
COULL GARDENS	1	FAULDS CRESCENT	2
COVENANTERS DRIVE	3	FAULDS GATE	8
CRAIGENDARROCH AVENUE	2	FAULDS ROW	1
CRAIGENDARROCH PLACE	2	FERNHILL ROAD	1
CRAIGIE AVENUE	1	FERNIELEA ROAD	1
CRAIGIE STREET	2	FERRIER CRESCENT	2
CRAIGIEVAR PLACE	2	FERRIER GARDENS	2
CRAIGMAROINN GARDENS	2	FINDON NESS	1
CRAIGTON ROAD	4	FLOURMILL LANE	2
CRAWTON NESS	1	FORBESFIELD ROAD	1
CROFT PLACE	1	FORESTERS AVENUE	1
CROFT ROAD	2	FORMARTINE ROAD	2
CROWN CRESCENT	1	FOWLERSHILL GARDENS	1
CROWN TERRACE	1	FRASER ROAD	1
CRUDEN CRESCENT	2	FROGHALL AVENUE	2
CRUDEN PARK	1	FROGHALL TERRACE	2
CUMMINGS PARK CIRCLE	2	GADIE CRESCENT	1
CUMMINGS PARK CRESCENT	6	GAIRNSHIEL PLACE	1
CUMMINGS PARK DRIVE	5	GAIRSAY DRIVE	2
DANESTONE TERRACE	1	GAIRSAY ROAD	3
DAVIDSON DRIVE	1	GALLOWHILL TERRACE	3
DAVIDSON DRIVE	1	GARDEN ROAD	1
DAVIDSON PLACE	2	GARDNER ROAD	2
DAVIDSON PLACE	2	GARTHDEE DRIVE	1
DEANSLOCH CRESCENT	2	GARTHDEE GARDENS	1
DEANSLOCH TERRACE	1	GERRARD STREET	3
DEE PLACE	1	GILLAHILL PLACE	2
DEER ROAD	3	GILLAHILL ROAD	1
DEEVALE CRESCENT	3	GILLESPIE PLACE	1
DEEVALE ROAD	4	GIRDLENESS ROAD	4
DEEVALE TERRACE	3	GIRDLENESS ROAD	5
DENMORE GARDENS	2	GIRDLENESS TERRACE	3
DERBETH CRESCENT	5	GLADSTONE PLACE	1
DEVENICK PLACE	1	GLADSTONE PLACE	2
DEVERON ROAD	6	GLENBERVIE ROAD	8
DEVONSHIRE ROAD	2	GOLDEN SQUARE	1
DOMINIES ROAD	2	GOLF ROAD	2
DON STREET	1	GOLF ROAD	1
DON STREET	1	GORDON TERRACE	1
DON STREET	1	GRAMPIAN PLACE	1
DONBANK PLACE	1	GRAMPIAN ROAD	6
DOOLIE NESS	1	GRANITEHILL HOUSE	1
DUFF STREET	1	GRANVILLE PLACE	1
DULNAIN ROAD	5	GRAY STREET	1
DUTHIE PLACE	1	GREENBRAE CRESCENT	2
DUTHIE TERRACE	1	GREENBRAE DRIVE	1
EDAY CRESCENT	6	GREENBRAE GARDENS SOUTH	2
EDAY DRIVE	1	GREENBRAE GARDENS SOUTH	1
EDAY ROAD	4	GREENBURN DRIVE	1
EDEN PLACE	1	GREENBURN ROAD	1
ERISKAY DRIVE	2	GREENFERN AVENUE	2
ERROLL PLACE	3	HALLFIELD ROAD	5
ERROLL STREET	4	HAMILTON PLACE	1
ERSKINE STREET	2	HAMMERSMITH ROAD	1

FAIRLEY ROAD	1	HAREHILL ROAD	2
HARLAW ROAD	1	LICKLYHEAD WAY	1
HARTINGTON ROAD	2	LILYBANK PLACE	1
HAYFIELD CRESCENT	1	LINKSFIELD ROAD	7
HAYTON ROAD	2	LINTMILL PLACE	1
HAZLEHEAD GARDENS	3	LOANHEAD TERRACE	4
HAZLEHEAD TERRACE	1	LOCH STREET	2
HEATHRYFOLD CIRCLE	4	LOGIE AVENUE	1
HEATHRYFOLD DRIVE	3	LOGIE PLACE	1
HEATHRYFOLD PLACE	1	LOIRSTON PLACE	5
HILLYLANDS ROAD	3	LONG WALK PLACE	1
HILTON AVENUE	6	LONG WALK ROAD	2
HILTON DRIVE	5	LONGVIEW TERRACE	1
HILTON ROAD	5	LORD HAYS COURT CAR PARK	7
HILTON STREET	2	LOSSIE PLACE	2
HILTON TERRACE	2	LOUISVILLE AVENUE	1
HILTON WALK	1	MANOR AVENUE	5
HOSEFIELD AVENUE	1	MANOR WALK	2
HOWES DRIVE	10	MANSEFIELD PLACE	2
HOWES VIEW	1	MANSEFIELD ROAD	1
HUNTLY STREET	1	MARCHBURN AVENUE	2
HUTCHEON STREET	1	MARCHBURN COURT ROAD	2
INCHBRAE DRIVE	1	MARCHBURN CRESCENT	1
INVERCAULD GARDENS	1	MARCHBURN DRIVE	2
INVERCAULD ROAD	5	MARCHMONT PLACE	1
IRVINE PLACE	1	MARCHMONT STREET	3
IVANHOE ROAD	3	MARQUIS ROAD	1
JASMINE TERRACE	1	MATTHEWS ROAD	1
JASMINE WAY	1	MERKLAND PLACE	2
JESMOND AVENUE NORTH	4	MIDDLEFIELD CRESCENT	7
JOHN STREET	1	MIDDLEFIELD PLACE	6
JOHNSTON GARDENS EAST	2	MIDDLEFIELD TERRACE	2
JOHNSTON GARDENS WEST	2	MIDDLEMUIR PLACE	2
JOPP'S LANE	2	MILE-END AVENUE	2
JUSTICE MILL LANE	2	MILLHILL BRAE	1
KEMP STREET	1	MORAY PLACE	1
KEPPLEHILLS ROAD	1	MORRISON DRIVE	3
KINCORTH CIRCLE	3	MORVEN PLACE	1
KINCORTH CRESCENT	1	MOSSIDE WAY	2
KINCORTH GARDENS	1	MOUNT STREET	4
KINCORTH PLACE	2	MUIRFIELD ROAD	3
KINGSFORD ROAD	2	MULL WAY	1
KINTORE GARDENS	1	NELLFIELD PLACE	1
KINTORE PLACE	1	NELSON STREET	1
KIRKHILL PLACE	2	NESS PLACE	1
KIRKHILL ROAD	6	NETHERHILLS AVENUE	1
KIRKWALL AVENUE	2	NEWHILLS AVENUE	1
LAURELWOOD AVENUE	2	NIGG WAY	3
LAURELWOOD AVENUE	2	NORTH ANDERSON DRIVE	3
LAWS ROAD	2	NORTH BALNAGASK ROAD	3
LAWS ROAD	5	NORTHFIELD PLACE	1
LEADSIDE ROAD	2	OLDCROFT PLACE	3
LEARNEY PLACE	1	OLDTOWN PLACE	1
LEMON PLACE	3	ORKNEY AVENUE	1
LERWICK ROAD	1	OSBORNE PLACE	2
LESLIE TERRACE	2	OSCAR ROAD	2

LEWIS ROAD	1	OVERHILL GARDENS	3
OVERHILLS WALK	1	SEAL CRAIG GARDENS	2
PARK PLACE	1	SEATON AVENUE	1
PENNAN ROAD	3	SEATON CRESCENT	1
PENTLAND CRESCENT	1	SEATON DRIVE	1
PITDOURIE WALK	2	SEATON DRIVE	2
PITMEDDEN CRESCENT	1	SEATON PLACE EAST	1
PITTODRIE PLACE	8	SEATON ROAD	1
PITTODRIE STREET	3	SEATON ROAD	1
PLANE TREE ROAD	1	SEATON WALK	2
POLO GARDENS	6	SHAPINSAY COURT	6
POLWARTH ROAD	2	SHAPINSAY ROAD	2
POLWARTH ROAD	1	SHEDDOCKSLEY DRIVE	4
PORTREE AVENUE	5	SHEDDOCKSLEY ROAD	5
POWIS CIRCLE	1	SHETLAND WALK	2
PRINCESS DRIVE	2	SHIELDHILL GARDENS	1
PRINTFIELD WALK	2	SHIELHILL GARDENS	1
PRIVET HEDGES	2	SIMPSON ROAD	3
PROVOST FRASER DRIVE	1	SINCLAIR TERRACE	1
PROVOST GRAHAM AVENUE	1	SKELLY ROCK	1
PROVOST RUST DRIVE	2	SLESSOR DRIVE	1
PROVOST RUST DRIVE	4	SLESSOR ROAD	1
QUEEN STREET	1	SMITHFIELD DRIVE	3
QUEEN'S TERRACE	1	SMITHYHAUGH ROAD	1
RAEBURN PLACE	1	SOUTH ANDERSON DRIVE	2
REGENT WALK	1	SOUTH AVENUE	1
REGENT WALK	3	SOUTH GRAMPIAN CIRCLE	1
RENNIE'S WYND	1	SOUTH SILVER STREET	2
RICHMOND STREET	3	SPA STREET	3
RICHMOND TERRACE	1	SPRING GARDEN	1
RICHMOND WALK	1	SPRINGHILL CRESCENT	2
RICHMONDHILL PLACE	3	ST ANDREW STREET	2
RONALDSAY SQUARE	6	ST JOHN'S ROAD	1
ROSE STREET	1	STAFFORD STREET	2
ROSEHILL AVENUE	2	STANLEY STREET	1
ROSEHILL DRIVE	1	STEWART CRESCENT	1
ROSEMOUNT PLACE	2	STEWART PARK PLACE (UNADOPTED)	11
ROSLIN STREET	3	STEWART TERRACE	1
ROSS CRESCENT	2	STOCKETHILL CRESCENT	3
ROWAN ROAD	2	STONEHILL TERRACE	1
ROWAN ROAD	2	STRATHBURN STREET	1
RUTHRIEHILL ROAD	1	STRATHMORE DRIVE	1
RUTHRIESTON CIRCLE	10	STRATHMORE DRIVE	2
RUTHRIESTON ROAD	4	STRONSAY CRESCENT	1
SALISBURY TERRACE	1	STRONSAY PLACE	1
SANDILANDS DRIVE	2	SUMBURGH CRESCENT	1
SCHOOL AVENUE	1	SUMMERHILL CRESCENT	2
SCHOOL DRIVE	8	SUMMERHILL DRIVE	5
SCHOOL DRIVE	13	SUNNYBANK PLACE	2
SCHOOL PLACE	5	TALISMAN ROAD	3
SCHOOL ROAD	1	TARANSAY CRESCENT	1
SCHOOL ROAD	1	TARANSAY ROAD	1
SCHOOL TERRACE	1	TARBOTHILL ROAD	2
SCHOOL WALK	4	TAY ROAD	4
SCHOOLHILL	2	THISTLE STREET	1

SCOTSTOWN GARDENS	3	THORNGROVE AVENUE	2
SEAFORTH ROAD	3	TODHEAD GARDENS	6
TODLAW WALK	1		
TOLLOHILL CRESCENT	3		
TOLLOHILL GARDENS	3		
TOLLOHILL PLACE	3		
TORNASHEAN GARDENS	3		
TOWERVIEW ROAD	1		
TULLOCH PARK	2		
TULLOS CRESCENT	2		
TULLOS PLACE	1		
TWO MILE CROSS	4		
UGIE PLACE	2		
UNION GROVE	3		
UNION ROW	1		
URQUHART STREET	2		
USAN NESS	8		
VICTORIA ROAD	2		
VICTORIA ROAD	3		
VIEW TERRACE	1		
WAGLEY PARADE	1		
WALKER ROAD	4		
WALKER ROAD	1		
WATERTON ROAD	3		
WAULKMILL CRESCENT	1		
WAVELL CRESCENT	2		
WEST MOUNT STREET	1		
WESTERN ROAD	4		
WESTERTON CRESCENT	1		
WESTGATE	1		
WESTRAY CRESCENT	1		
WESTRAY ROAD	3		
WHITEHALL ROAD	2		
WHITESTRIPES DRIVE	13		
WHITESTRIPES WAY	1		
WILLOWPARK CRESCENT	3		
WILLOWPARK PLACE	1		
WILLOWPARK ROAD	2		
WINDFORD ROAD	1		
TOTAL	1067		

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Driveway Application Appeals – 158 Bonnyview Drive and 40 Longview Terrace, Aberdeen.
REPORT NUMBER	EPI/12/020

1. PURPOSE OF REPORT

To provide a comprehensive explanation of the policy, operational and day to day parking patterns in relation to the two applications for driveways. The report provides further information to that presented in the report to the previous Committee.

2. RECOMMENDATION(S)

It is recommended that the applications for a driveway at 158 Bonnyview Drive and 40 Longview Terrace be refused as access in both cases would be from a public parking area which is against the approved policy for driveways and would be detrimental to the general parking provision for the area.

3. FINANCIAL IMPLICATIONS

There are no financial implications as the applicant would be responsible for all costs involved in the construction of the driveway and associated footway crossing should the Committee choose to allow the application.

To provide alternative parking spaces to cover the loss of the installation of these driveways would require funding to be made available and a source identified.

4. OTHER IMPLICATIONS

There is a risk that by approving a driveway at both locations a precedent will be set and future similar applications would be difficult to resist.

5. BACKGROUND/MAIN ISSUES

5.1.1 Additional Car Parking Survey

At its meeting on the 13th September 2011 the Committee had before it a report detailing the driveway applications for 158 Bonnyview Drive and 40 Longview Terrace.

The report to the committee on the 13th September 2011 is given in appendix A.

At the request of the local member, Councillor Gordon Graham, the Committee resolved to defer the consideration of the report and instructed that the report be brought back to the next meeting detailing the results from further surveys. The Committee also requested that consideration be given to the driveway layout to minimise the extent of potentially lost parking.

The additional surveys were carried out and are appended for information to this report. (Appendix B and C).

As previously mentioned in the report to Committee on the 13th September 2011 details of the policy for the assessment of driveways was given. The sections are as follows –

- I. A driveway will not generally be allowed access from a parking lay-by if that the lay-by is regularly used by parked vehicles, and locally available parking would be reduced detrimentally by creating a driveway access.
- II. Access to a driveway from a communal car park will generally not be allowed if car parking spaces are removed and the overall parking provision within the car park is reduced. However, consent may be considered if the following criteria can be fully satisfied –
 - If the number of spaces which would be removed as a result of creating a driveway can be replaced elsewhere in the area, and
 - Funding can be identified to construct the relocation of car parking spaces elsewhere, and also
 - The applicant(s) has the agreement of the Local Member to progress a scheme for the requisite amount of car parking spaces which would be lost in providing a driveway access.

In relation to point (II) above it is recognised that in most cases, parking problems will affect a local area and not just individual residents. In that regard the policy condition set out above states that the Local Member must grant their consent, and hence be directly consulted, in each case for area schemes which propose to provide the balance of parking lost

from the installation of a driveway. But perhaps most importantly, funding had to be in place to create the replacement parking before the driveway application can be created.

5.1.2 158 Bonnyview Drive

Officers carried out surveys on the 19th (Wednesday) and 28th (Tuesday) September 2011 at 8.30pm. Within the communal car park there is a total capacity of 14 spaces and it was observed on both occasions that a total of 13 spaces were being occupied.

The surveys identified that there is a constant high demand for on-street parking near 158 Bonnyview Drive and it was recorded that there were vehicles parked all along the eastside of the carriageway on Bonnyview Drive. As Bonnyview Drive has a carriageway width of 5.5m it cannot accommodate parking on both sides of the carriageway. It was also identified that 2 vehicles were parked up on the footway on the access road into the communal car park. This practice is widespread within the area and has been subject of reports to Committee in the past.

The provision of a driveway at 158 Bonnyview Drive would require the loss of 2 public parking spaces which would exacerbate the current high demand for spaces. When constructing a driveway the width of dropped kerb is 3m and transition kerbs of 1m each, whereas a standard parking bay has a maximum width of 2.5m. Therefore the driveway would require the loss of 2 spaces. Officers did give consideration to having a driveway implemented at 2.5m width but following investigation on site it was deemed not possible and 2 parking spaces would be lost.

In line with the policy it is necessary to identify an alternative location for replacement spaces. From the parking surveys there is only one location that could be utilised for additional parking by creating a short lay-by section on the grassed amenity area outside house no's 203-209 Bonnyview Drive. In line with the policy this cost would require to be funded by the applicant or funding made available from other resources. No such funding is available within Council budgets. The typical cost of providing a single lay-by parking space is in the order of £5,000.

5.1.2 40 Longview Terrace

Evening car parking surveys were undertaken by officers on the 19th (Wednesday) and 28th (Tuesday) September 2011 at 8.30pm. It was identified that within the communal car park there is a total capacity for 16 spaces and during the first survey it was recorded that there was 1 unoccupied space and 4 unoccupied spaces on the second occasion.

On Longview Terrace there is a number of properties that front the carriageway that have driveways, limiting the number of spaces available to residents who want to park on-street outside their property. Surveys indicated that there was on-street parking near the junction of Longview Terrace on the southside of the carriageway which is at near full capacity and utilised by residents parking outside their property.

There is also an additional communal car park on Longview Terrace opposite house No's 13 and 15 which has 12 available spaces and was noted to be under used. On the occasion the surveys were undertaken there was a total of 5 vehicles parking in this area. It would appear this car park is not regularly used as it is viewed as being poorly lit and cannot be seen from a majority of the houses on Longview Terrace. Due to the location of this car park residents opt to park in the visible and safer communal car park or on-street.

Officers consider that to implement a driveway at this location would restrict the increasing demand for parking and sterilise the available public parking in the future. Although alternative parking is available nearby residents already consider it to be less secure and is not well used. This car park could be upgraded however this would require funding that is currently not available.

5.1.3 Conclusion

The further surveys on Bonnyview Drive and Longview Terrace have confirmed the previous findings that there is a constant parking problem within the area. As there is a high demand for on-street and off-street parking implementation of a driveway at these two applicants addresses and the removal of public parking spaces will have an impact on the general parking provision for the area. The continued increase in car ownership within residential area will add to parking pressures in the future and the loss of public parking will impact on the amenity and environment of the local area.

Following investigation alternative locations for this loss in parking spaces has been identified, however this will require significant funding and is estimated at £10,000. Funding would require to be met from external sources as there is no funding available for these alternative parking locations from existing council budgets.

As a result of the above, officers would maintain their previous position that the creation of a driveway for either applicant would impact on the available parking for the area and be against the adopted policy.

6. IMPACT

The creation of driveway at 158 Bonnyview Drive and 40 Longview Terrace will lead to additional road safety risks. Reducing the available parking spaces may lead residents to park indiscriminately creating problems of obstruction and road safety. The current practice of parking on footways continues to create safety difficulties and especially access for pedestrians.

7. BACKGROUND PAPERS

Appendix A, B and C

8. REPORT AUTHOR DETAILS

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Consultees comments

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Kate Dean – Email sent 07/10/2011

Vice Convener: Councillor John Corall – Email sent 07/10/2011

Local Members

Councillor Gordon Graham Email sent 07/10/2011

Councillor Jackie Dunbar Email sent 07/10/2011

Councillor Kevin Stewart Email sent 07/10/2011

Council Officers

Barry Jenkins, Head of Finance, Resources – ***has been consulted and had no comments relating to finance.***

Jane MacEachran, City Solicitor, Continuous Improvement - ***has been consulted***

Ciaran Monaghan, Head of Service, Office of Chief Executive - ***has been consulted***

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - ***has been consulted***

Hugh Murdoch, Head of Service, Shelter and Environment – ***has been consulted***

Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership – ***has been consulted and agrees with our conclusions and has no further comments to make.***

Mike Cheyne, Roads Manager - ***has been consulted***

Margaret Jane Cardno, Community Safety Manager - ***has been consulted noted that the introduction of a driveway at each of these locations would have a negative impact on the parking issues that are already in place within the area. Within Heathryfold area it is a common complaint that parking spaces are in short supply.***

Dave Young, Account Manager, Service, Design and Development - ***has been consulted***

Kathryn McFarlane, Service Co-ordinator

Allison Swanson, Committee Services

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	13 September 2011
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Driveway Application Appeals - 158 Bonnyview Drive and 40 Longview Terrace, Aberdeen.
REPORT NUMBER:	EPI/11/208

1. PURPOSE OF REPORT

This report advises members of the details of appeals against officer decisions to refuse applications to form driveways at 158 Bonnyview Drive and 40 Longview Terrace.

2. RECOMMENDATION(S)

It is recommended that the applications for a driveway at 158 Bonnyview Drive and 40 Longview Terrace be refused as access in both cases would be from a public parking area which is against the approved policy for driveways and would be detrimental to the general parking provision for the area.

3. FINANCIAL IMPLICATIONS

There are no financial implications as the applicant would be responsible for all costs involved in the construction of the driveway and associated footway crossing should the Committee choose to allow the application.

4. SERVICE AND COMMUNITY IMPACT

The creation of driveways at 158 Bonnyview Drive and 40 Longview Terrace will lead to additional road safety risks. Reducing the available parking spaces may lead residents to park indiscriminately creating problems of obstruction and road safety. Also parking on footways would create difficulties of access for pedestrians and safety issues.

5. OTHER IMPLICATIONS

There is a risk that by approving a driveway at both locations a precedent will be set and future similar applications would be difficult to resist.

6. BACKGROUND

At its meeting of 27 September 2005 the Policy & Strategy Committee resolved to approve a revised Roads Consent Policy for the assessment of driveway applications. The revised policy aims to provide scope for prospective applicants in areas which are currently affected by local parking capacity problems and which are constrained by the current policy. The revised sections are as follows –

- I. A driveway will not generally be allowed access from a parking lay-by if that lay-by is regularly used by parked vehicles, and locally available parking would be reduced detrimentally by creating a driveway access.
- II. Access to a driveway from a communal car park will generally not be allowed if car parking spaces are removed and the overall parking provision within the car park is reduced. However, consent may be considered if the following criteria can be fully satisfied –

If the number of spaces which would be removed as a result of creating a driveway can be replaced elsewhere in the area, and

Funding can be identified to construct the relocation of car parking spaces elsewhere, and also

The applicant(s) has the agreement of the Local Member to progress a scheme for the requisite amount of car parking spaces which would be lost in providing a driveway access.

In relation to point (II) above it is recognised that in most cases, parking problems will affect a local area and not just individual residents. In that regard the policy condition set out above states that the Local Member must grant their consent, and hence be directly consulted, in each case for area schemes which propose to provide the balance of parking lost from the installation of a driveway. But perhaps most importantly, funding has to be in place to create the replacement parking before the driveway application can be created.

6.1 APPLICATION FOR CONSIDERATION

6.1.1 158 Bonnyview Drive (see appendix 1)

This application is within the ward of Councillor Gordon Graham, Councillor Kevin Stewart and Councillor Jackie Dunbar and is a request from the resident of 158 Bonnyview Drive for a driveway to be installed within the front garden area. In this instance there is no requirement for a Planning Application but the driveway application needs Roads Consent. The application for the driveway was refused on 17 June 2010, as access would be from a public parking area and is against the policy for driveways as mentioned in 6.0. The applicant has appealed

the decision through Councillor Gordon Graham, who has requested that the application be presented to Committee for consideration, as he feels in this situation it can be justified.

The driveway at the above property would remove 2 public parking spaces to provide one private off-street parking space and as no location nearby or funding could be identified to replace the lost spaces, the application has been refused. Officers carried out a survey and observed that the car park outside 158 Bonnyview Drive is well used and removal of spaces from this car park would further impact on the public parking provision in this area. It has also been observed that parking on the footway of Bonnyview Drive adjacent to the car park occurs during the day time and may be further aggravated in the evening while parking demand increases.

The provision of a driveway at this location will:

- reduce the amount of spaces available and will lead to further indiscriminate parking which will cause a road safety hazard. Footway parking puts pedestrians at risk, especially children and those with a disability.

- have detrimental impact on the parking for the local area and on those residents who do not have exclusive off street parking available.

- effectively sterilise the use of parking for the local community in an area where demand is reasonably high.

6.1.2 40 Longview Terrace (see appendix 2)

This application is within the ward of Councillor Gordon Graham, Councillor Kevin Stewart and Councillor Jackie Dunbar and is a request from the resident of 40 Longview Terrace for a driveway to be installed within the front garden area. In this instance there is no requirement for a Planning Application but the driveway application needs Roads Consent. The application for the driveway was refused on 02 April 2006, as access would be from a public parking area and is against the policy for driveways as mentioned in 6.0. The applicant has appealed the decision through Councillor Gordon Graham, who has requested that the application be presented to Committee for consideration, as he feels in this situation it can be justified.

The creation of a driveway at the above property would remove 2 public parking spaces to provide one private off-street parking space. Officers carried out a survey and observed that the car park outside 40 Longview Terrace is well used and removal of spaces from this car park would further impact on the public parking provision in this area. However additional parking could be found near the location by increasing parking in a car park on Longview Terrace but there is no budget for this work to be carried out and so funding would have to be identified and hence the application has been refused. There are two existing driveways in properties adjacent to 40 Longview Terrace which clearly removed a number of public parking spaces. However these

driveways are historical having been approved a number of years prior to the introduction of this driveway policy.

As a result of the above, it is not deemed possible to create a driveway which does not compromise parking policy since it will remove one or two parking spaces which would certainly aggravate the parking problem in the area. Doing so will also cause road safety hazards for pedestrians with vehicles parking on the footway due to the increased demand for parking spaces.

The approval of either or both these applications would set a precedent and so bring the whole driveway policy into disrepute.

7. BACKGROUND PAPERS

Appendix plan's 1 and 2.

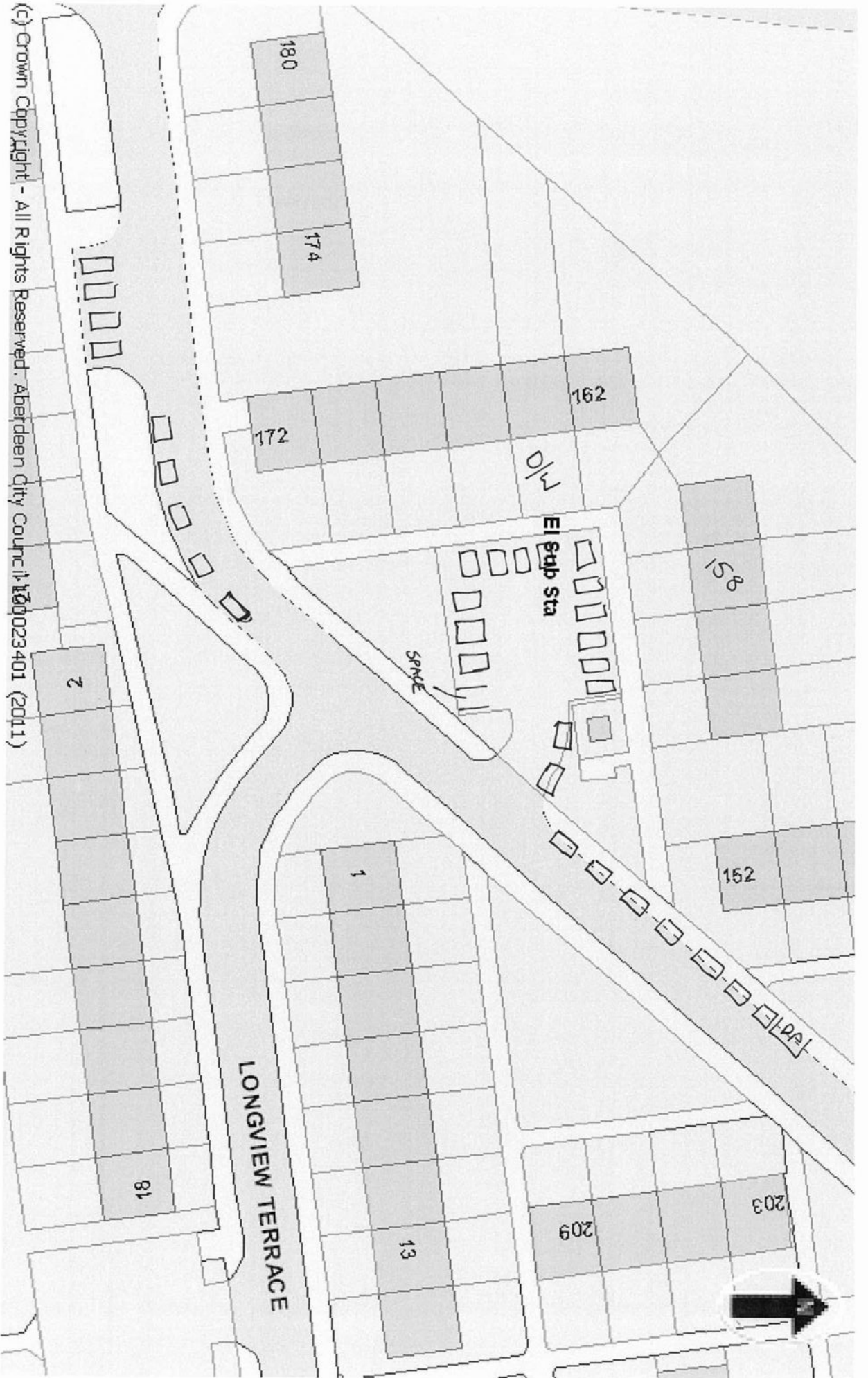
8. REPORT AUTHOR DETAILS

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Technical Officer
nthangaraj@aberdeencity.gov.uk
(01224) 538068

Appendix B**Table 1****Initial Statutory Consultation**

<u>CONSULTEE</u>	<u>RESPONSE</u>
Barry Jenkins	No comments
Ciaran Monaghan	
Dave Young	
Gordon Graham	
Jackie Dunbar	
Jane MacEachran	
John Corall	
Kate Dean	
Kevin Stewart	
Margaret Bochel	No comments
Margaret Jane Cardno	No comments

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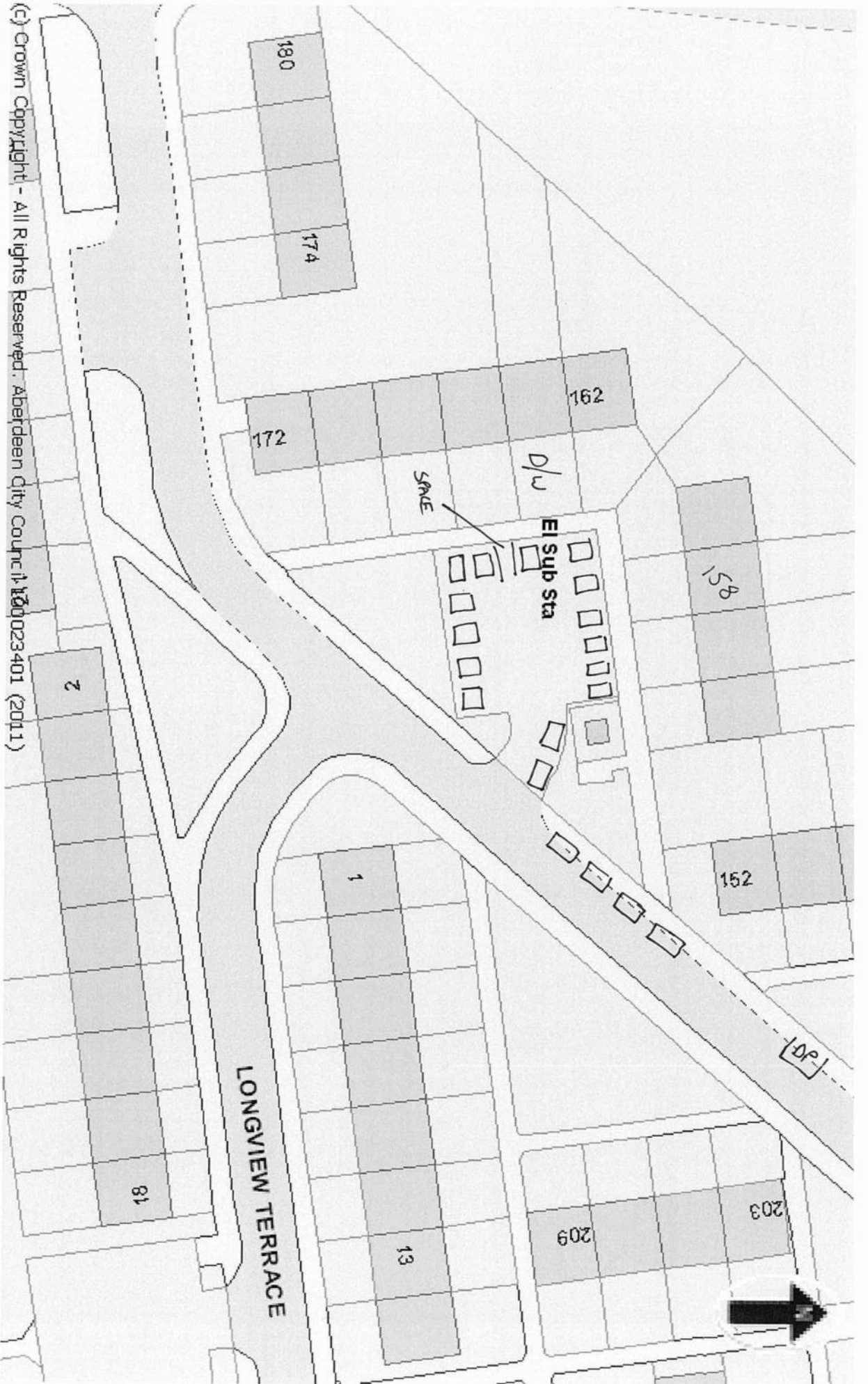
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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning and Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Strategic and Local Transportation Projects Update
REPORT NUMBER:	EPI/12/039.

1. PURPOSE OF REPORT

The purpose of this report is to advise Members of the progress to date on various strategic transportation projects within Aberdeen City and the wider area. These strategic and local transportation projects flow from the development of the Regional Transport Strategy (RTS) produced by Nestrans, and the Council's own Local Transport Strategy (LTS).

2. RECOMMENDATION(S)

It is recommended that Members:

1. note the contents of this report;
2. approve the attendance of an Elected Member at the CARE North (Carbon Responsible Transport Strategies) Final Conference in Bremen;
4. note the recommendations of the feasibility reports for on-street ticketing and on-street public bike hire;
5. instruct officers to prepare a draft response to the 2012 Rail Consultation to be agreed by the Convenor and Vice Convenor of this Committee prior to submission by the deadline of 20th February 2012;
6. as per the decision of the SDPA of 15 December 2011, ratify the approval of the Supplementary Planning Guidance for the Strategic Transport Fund as described in Section 11 of this report and;
7. endorse development through Nestrans as outlined in Section 12 of the report.

3. FINANCIAL IMPLICATIONS

The projects mentioned are being funded through various budgets including Nestrans. Details are included in the relevant sections. There are no implications for approved PBB options.

4. OTHER IMPLICATIONS

None

5. BACKGROUND/MAIN ISSUES

Active Travel and Air Quality

1 Cycle Demonstration Project

1.1 The Greenbrae Cycle Project Action Plan was approved by this Committee at its meeting in September 2011 and officers are now in a position to commence physical construction in the area, as described within the Action Plan, funded by Nestrans. This financial year, the following works are scheduled to take place (Please refer to appendix 2 of this report, 5 maps of the Greenbrae area for the following locations).

- A new path will be constructed through the grounds of Greenbrae School (Link 1); and
- A series of dropped kerbs will be installed throughout the area to improve travel conditions for all users (Links 4, 17, 18, 19 and 20).

1.2 Therefore, before March 2012, 6 out of the 20 links proposed within the Action Plan will have been completed. The legal process has also commenced to convert a number of pavements in the area to shared use (Links 2, 5 and 7), while officers are currently in discussion with residents about priority links for next year.

2 Give Me Cycle Space Campaign

2.1 Aberdeen City Council has successfully applied to work with Cycling Scotland on their Give Me Cycle Space campaign based around a number of primary and secondary schools in Aberdeen. This is a social marketing campaign using a mix of media (billboard and radio adverts, lamp post banners, ad bikes and chalk stencilling) to create awareness about children cycling to school and to bring it into the forefront of drivers' and parents' minds when they are driving around schools. The expected outcome is a simple but crucial change in driving behaviour, which is to give child (and all) cyclists plenty of space when passing them on the road. This also helps to reassure parents who are worried about their child's safety when cycling on-road, as they can see that action is being taken to address this issue. Although Cycling Scotland is the main funding provider for the campaign, Cycling Walking and Safer Streets (CWSS) has also made a contribution.

2.2 The campaign will run in the summer school term.

3 Aberdeen – Blackburn (A96 Corridor) cycle path construction Phase 1 Haudagain and Auchmill Road sections.

3.1 The detailed design work has now been completed for the infrastructure improvements required along the proposed route. These

works have been forwarded to BEAR the appointed operator for the trunk road network in the north east.

- 3.2 It is anticipated that works will begin on site early in the New Year for completion by the end of March.
- 3.3 These works will provide improved footway conditions for all users and will upgrade crossing points to include the correct dropped kerbs and tactile paving.
- 3.4 The necessary Traffic Regulation Orders will be promoted and consulted on by Aberdeen City Council and Transport Scotland in the near future and, all being well and subject to available funding, implementation of a shared use cycle and pedestrian way can be undertaken in 2012/13.

4 CARE North (Carbon Responsible Transport Strategies)

- 4.1 Aberdeen City Council is a Partner in a three year European Union (EU) Interreg IVB CARE North (Carbon Responsible Transport Strategies for the North Sea Region (NSR)) project. The brief is to 'develop innovative carbon reduction strategies for urban transport to maintain and improve accessibility in a more carbon responsible way, and to make the NSR a leader in carbon-efficient accessibility'. Our Partners for the project include the City of Bremen, City of Malmo, City of Göteborg, METRO (West Yorkshire Integrated Transport), the Province of Fryslân, Nestrans and The Robert Gordon University.
- 4.2 The work being undertaken by the project is wide ranging and includes:
 - Low Emission Zone feasibility study (further detail below)
 - On street bus ticketing (further detail below)
 - On street public bicycle hire (further detail below)
 - Car Clubs (appointment of Operator approved at Finance and Resources on 6th December 2011. Launch planned in early April 2012)
 - Transport Masterplan for the City Centre to fit in with the Supplementary Guidance Masterplan for the City Centre
 - Electric charging points
 - Freight movement and efficiency
 - Idling strategy
 - Public awareness and events as part of Getabout
- 4.3 Low Emission Zone Feasibility Study
 - 4.3.1 Recommendation - delay until DEFRA report published.
- 4.4 On Street Bus Ticketing Feasibility Study
 - 4.4.1 Not to be progressed - other more effective ways to reduce emissions for buses such as bus lanes and filters. (Details to be expanded further in the final report)
- 4.5 On-street Bicycle Hire Feasibility Study

- 4.5.1 A report prepared by Transport Planning International and HourBike Ltd was undertaken to establish whether a Bike Sharing Scheme (ie something similar to 'Boris's Bikes') might be feasible in Aberdeen. The general premise being that if bicycles were readily accessible to residents who don't own/ cannot afford to own/ have nowhere to store bikes, and visitors to the City then this would reduce the use of cars for short trips, at the same time as reducing emissions and improving health of the users.
- 4.5.2 Although the Study is confident that a scheme could be set up and would be used in certain locations (City Centre, Duthie Park, Hazelhead, Aberdeen University, the Beach) there are concerns about the appropriateness of the immediate cycling environment and that Aberdeen does not have enough of a cycling culture to make the scheme financially viable.
- 4.5.3 It is therefore proposed that a scheme is not introduced in the immediate future, but is revisited after a number of major cycling infrastructure projects have been completed (such as Donside, A96 to Kintore, and the River Dee route to Robert Gordon University).
- 4.6 Part of the remit for taking part in the Programme is to attend and present any findings at a Final Conference. CARE North's Final Conference will be the Lead Partners home City of Bremen. Unfortunately the dates for the conference have not yet been finalised however it will cover two days and start the week beginning Tuesday 20th March 2012. To demonstrate the Council's commitment and support for the project it is requested that an Elected Member attend with officers working on the project.

Public Transport

5 Night Time Buses Update

- 5.1 Following the implementation of the night bus flags in October, further promotion was carried out on the run up to Christmas, and beer mats highlighting night buses and taxis were distributed to pubs within the City Centre in December 2011.
- 5.2 The remaining work to be done on this scheme is the installation of lit signs in night bus stops within the City Centre. Due to ongoing discussions over electrical feeds, there has been a delay to progressing this, although the scheme is still anticipated to be completed by the end of this financial year.

6 Night Time Taxi Ranks

- 6.1 A taxi demand survey was instructed by the Licensing Committee to establish the current position with regard to potential significant unmet demand for taxi services, in order that it could meet its obligations in terms of Section 10(3) of the Civic Government (Scotland) Act 1982.

The survey was carried out in early November and was reported to the Licensing Committee at its meeting of 23 November 2011.

- 6.2 The Executive Summary of the report is available at the following link <http://councilcommittees/mgConvert2PDF.aspx?ID=17071>.
- 6.3 The survey report draws a number of conclusions regarding the operation of the existing taxi ranks and the Licensing Committee has instructed officers to review the recommendations made and to report back to the Committee early in 2012 with their conclusions.
- 6.4 Issues were highlighted within the report in relation to the night time taxi ranks including the confusion caused by the revised times and signage at the Bridge Street taxi rank. This is a part time rank which previously operated between midnight and 6am. The recent changes to the night time ranks i.e. 4 ranks on Union Street operating between midnight and 5am alongside the closure of all side ranks during those hours, has left the Bridge Street rank open for one hour only (5am – 6am). As this is currently causing confusion for customers and drivers it is recommended that an early resolution is sought, hence this matter will be reported through the Various Small Scale Traffic Management and Development Associated Proposals report to this Committee.
- 6.5 The survey report also recommends the relocation of the Bridge Street night time taxi rank onto Union Street, however this will be reviewed alongside the remaining recommendations and the results reported to Licensing Committee as instructed.
- 6.6 Officers will advise this Committee of any further recommendations that are to be taken forward in due course.

Major Projects

7 Aberdeen Western Peripheral Route

- 7.1 In 2010 legal challenges were submitted to the Court of Session challenging the decision of the Scottish Ministers to proceed with the Aberdeen Western Peripheral Route. In August 2011 the Court of Session announced its decision to refuse these legal challenges. An appeal against this decision has subsequently been lodged by objectors to the Inner House of the Court of Session. This appeal was heard over a 4 day period beginning from 13th December, with news to follow of the decision in early 2012. It is intended to include the A96 Park & choose and the 3rd Don crossing project into the contract.

Rail

8 Rail Overcrowding Surveys

- 8.1 As included within the September 2011 Strategic and Local Transportation Projects report to this committee, it was highlighted that concerns were expressed to Network Rail from both Aberdeen City

Council and NESTRANS on the draft Scotland Rail Utilisation Strategy in relation to the lack of attention to addressing the issues of overcrowding on trains in the North East.

- 8.2 A Nestrans commissioned survey into rail overcrowding was carried out to establish the extent of overcrowding and this can be downloaded from the following link,

<http://www.nestrans.org.uk/rail-overcrowding-study,-nov-2011.html>

- 8.3 It concludes that around a quarter of peak hour trains between Inverurie and Stonehaven experience overcrowding (where there are more passengers than seats available), with a maximum loading of 114% experienced. A further quarter of peak hour trains are more than 75% full and passengers are likely to have to stand.

9 Rail Service Changes

ScotRail has announced the following changes to services in and around the North East from 12th December 2011.

- Additional carriages for the 17:18 Aberdeen–Inverness service, providing 124 more seats (seven carriages will operate between Aberdeen and Inverurie, five for the rest of the journey);
- Three other trains will operate four carriages instead of two (the 09:03 Inverness-Aberdeen, 11:59 Aberdeen-Inverness, and 14:27 Inverness-Aberdeen);
- The 09:41 Glasgow-Aberdeen will call additionally on Sundays at Laurencekirk and Stonehaven (it already does Mondays-Fridays); and
- The 21:05 Aberdeen-Edinburgh will call additionally Mondays-Saturdays at Laurencekirk, thus giving a later last train back from Aberdeen on Saturday nights.

- 9.1 These alterations are all welcome additions to local rail services.

10 Rail Franchise Consultation

- 10.1 In 2014, both the current contract for rail passenger services (ScotRail) and the funding arrangements for Network Rail in Scotland are due to come to an end and new arrangements have to be put in place. Transport Scotland has therefore published a consultation document and commenced a series of consultation events, inviting dialogue with those affected and interested in the future of Scotland's rail services. This consultation is a crucial part of Transport Scotland's considerations.

- 10.2 A consultation meeting was arranged by Nestrans and the City Council at the request of Transport Scotland. The purpose of the meeting was to allow Transport Scotland to consult on views regarding the renewal of the rail franchise in 2014. This consultation event consisted of two parts, a technical session in the morning attended by officers from Nestrans, the two Councils and ACSEF, and an invited session in the

afternoon where MSPs, Nestrans Board Members (including City Council Members) and NETCF (North East Transport Consultative Forum) members were invited.

10.3 There are a number of key points highlighted below which may form the basis of a submission by Aberdeen City Council. These comments and other key issues are currently being discussed with colleagues in Aberdeenshire Council and Nestrans to try and ensure consistent responses from authorities across the region:

- That maintaining through trains between the north east and London are critical both for economic/business and for leisure trips. The possibility of requiring all passengers to change trains at Edinburgh is unacceptable, would inconvenience many travellers, harm economic and tourism potential, create severe capacity issues and limit travel choice to/from the north east. Transport Scotland and the Scottish Government should insist on the Department for Transport's commitment to dual-purpose rolling stock being commissioned as soon as practical.
- That maintaining an overnight Sleeper service between Aberdeen and London is a priority. The Sleeper provides an important link and the Scottish Government should commit to its long-term future whether as part of, or as separate from, the new franchise.
- The possibility of splitting the franchise into Economic and Social parts of the railway causes concern. There are many uncertainties around this possibility which are unresolved such as what parts of the network would be considered "economic", particularly if that may include some parts of routes?
- That there is a need for further development of rail potential in and around the north east. Stopping patterns, stations and pathing in this area all suffer from significant under-investment and lack of priority within the planning of railway infrastructure and services. Commitment is required to improve track, signalling, rolling stock and stations to fulfil the potential of the railways in the north east.
- Fare structuring needs to be reconsidered to ensure that services are operated efficiently and fairly.

10.4 It is unlikely that a full draft response will be available for this Committee. However, as the consultation closes on 20th February 2012, it is recommended that officers complete a draft response on the basis of the above for agreement by the Convenor and Vice Convenor of this Committee, taking on board any further issues that Members of this Committee may raise and submit the City Council's response by no later than the consultation deadline.

Further information on this rail consultation can be found through the following link.

www.transportscotland.gov.uk/strategy-and-research/publications-and-consultations/j203179-00.htm

Other

11. Strategic Transport Fund - Supplementary Planning Guidance

11.1 The Strategic Development Plan Authority (SDPA) have recently undertaken consultation on draft Supplementary Planning Guidance (SPG) on a new Strategic Transport Fund, which was included as an appendix on the last EP and I committee report in November and agreed by the Council's Finance and Resources Committee in December 2011. The outcomes of consultation on the draft policy were reported back to the SDPA on 15th December 2011. At that meeting, it was proposed that the SPG be taken forward to adoption but that a number of amendments are made to it in response to the consultation. The amendments are of a relatively minor nature however they do serve to clarify and improve the text of the document.

11.2 The amendments can be found as appendix 3 to this report and the latest SDPA report from 15th December 2011 can be found at the following link.

www.aberdeencityandshire-sdpa.gov.uk/AboutUs/SDPAMeetings.asp

NESTRANS

12. Nestrans Progress and Programmes

12.1 The Nestrans Board met on the 5th October and a copy of the minute is available within this report in appendix A. The minutes of the latest Nestrans Board meeting on the 8th December are to be approved at their next meeting and will be provided in a report to follow.

12.2 NESTRANS Capital Programme 2011/12

The capital programme expenditure for 2011/12 was approved at the NESTRANS Board meeting on 20th April 2011 and details of the programme are listed below, totalling approximately £1.3m.

12.2.1 Active Travel

Core Paths

Surveys carried out in June, July and September 2011.
Work awarded to contractors in August, September and October 2011.

Path 6 – Seaton Park drainage and resurfacing – Completed Nov 2011

Path 27 – Den of Maidenraig path upgrade – Works started Sept 2011 and were completed in Nov 2011

Path 55 – Cults Primary Link path upgrade – Works start Jan 2012 expected completion date Feb 2012

Path 78 – Coastal path upgrade – Works started Sept 2011 and were completed in November 2011

Path 56 – Hazlehead path upgrade - Works started Sept 2011 and were completed in November 2011

Path 26 – Grandholm path bridge replacement – Works started in December 2011 due to be completed in March 2012

Promotional Signage and Leaflets is to be completed by March 2012.

Aberdeen to Blackburn Cycle Route

Costings and prioritisation of works are continuing with implementation of improvements due by March 2012.

Cycle Demonstration Project

Refer to section 1.

12.2.2 Public Transport

Bus Punctuality Improvement Plan - Buchan / King Street Bus Lane Construction

Work started on site July 2011 and the bus lane was operational in late August 2011.

Holburn Street Bus Lane Time Changes

Traffic Regulation Order process completed. Signage has to be altered to include change of bus lane times. Work expected to be completed late December 2011 / early January 2012.

Links Road / Beach Boulevard Junction Improvements

Moving back the existing stop line, relocating traffic signal loops and amending signal timings at this junction. Purchase order to be issued to contractor to carry out this work. This work has been held up due to other work commitments however works are to be completed February 2012.

Jesmond Drive / Scotstown Road Junction Widening

Widen the bell mouth on the South / West side of the junction to allow buses to manoeuvre into Jesmond Drive without blocking both lanes on the approach to the junction. The work was completed on 16th December 2011.

12.2.3 Strategic Road Capacity Improvements

Contribution to 3rd Don Crossing

The Public Inquiry commenced on 29 November 2011. Specimen Design to be carried out in December 2011 to June 2012.

Guild Street / Wapping Street Signals

Provide a link cable to implement SCOOT at this junction to improve both vehicular and pedestrian flow. Work expected to start on site late January / early February for 2 weeks.

12.2.4 Strategic Road Safety Improvements

Kingswells Roundabout Toucan Crossing

Installation of toucan crossing and footpath links over C89C north arm of Kingswells roundabout to assist cyclist and pedestrians along A944 corridor. Design completed. Councillors and the local Community Council have been consulted. This went out for tender in late November 2011 with work to commence on site January 2012 for three weeks.

Riverside Drive Variable Message Sign

Initially a safety barrier was to be installed at this location however a more beneficial alternative safety scheme in the form of two permanent variable message signs have been installed, including the text “slow down” with the a traffic sign image indicating a sharp bend underneath the railway bridge.

12.2.5 Strategic Road Prioritised Maintenance

A944 Skene Road – Allocation £230,000

Resurfacing works to be carried out on a section of the A944 Skene Road. Works were completed on site 15th October 2011.

12.2.6 Rail

Access for All

Accessibility improvements to rail stations in the North East have been agreed with Network Rail with work expected to be complete by March 2012 at Huntly, Inch, Inverurie, Stonehaven and Portlethen train stations. The current programme of works is as follows:

Huntly to be completed by 10 January 2012

Inch to be completed by 13 January 2012

Inverurie to be completed by 16 January 2012

Laurencekirk to be completed by 19 January 2012

Portlethen to be completed by 25 January 2012

Stonehaven to be completed by 6 February 2012.

12.3 **NESTRANS Revenue Programme 2011/12**

The schemes identified and agreed for the Nestrans 2011/12 revenue programme are listed below, totalling £330,500.

12.3.3 Bus Action Plan

Bus link improvements to Anderson Drive

Final report of previous modelling received 02/08/11. Review of report has been completed resulting in further refinement to identify an optimum solution to improve public transport movements on and across Anderson Drive once the AWPR is in place. The initial junctions being investigated are the traffic signal junctions with Great Western Road, Mid Stocket Road, Westburn Road and Ashgrove Road. Further work has been commissioned for MVA and SIAS

5 IMPACT

The contents of this report link to the Community Plan vision of creating a ‘sustainable City with an integrated transport system that is accessible to all’.

All of the projects and strategies referred to in this report will contribute to delivery of the transport aims of Vibrant, Dynamic and Forward Looking – **‘Improve Aberdeen’s transport infrastructure addressing other**

pinch points Work to improve public transport encourage cycling and walking’.

The projects identified in this report will also assist in the delivery of actions identified in the Single Outcome Agreement (SOA), in particular the delivery of both Local and Regional Transport Strategies which will contribute directly and indirectly to 14 out of the 15 National Outcomes described in Aberdeen City Council’s 2009/10 SOA.

The Local Transport Strategy (LTS) and Regional Transport Strategy (RTS) from which the transportation schemes within this report are an integral part have been subject to Equalities & Human Rights Impact Assessments.

6 BACKGROUND PAPERS

All background papers are referenced within the main body of the report.

7 REPORT AUTHOR DETAILS

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Appendix 1

NORTH EAST SCOTLAND TRANSPORT PARTNERSHIP
Minute of Meeting of the North East Scotland Transport Partnership Board
Aberdeen, 5th October, 2011

Present:- Councillor Yuill, Chairperson; and Councillors Boulton and Dean (Aberdeen City Council); Councillors Argyle, Clark, Robertson and Webster (Aberdeenshire Council); Mr. Derek Provan and Mr. David Sullivan; and Dr. Margaret Bochel (Adviser to the Board).

In Attendance:- Derick Murray, Rab Dickson and Kirsty Morrison (Nestrans Office); Steven Archer and Tom Buchan (Aberdeenshire Council); David Jennings (Strategic Development Planning Team); and Martin Allan (Aberdeen City Council).

Apologies:- Eddie Anderson and Jennifer Craw

The agenda and reports associated with this minute can be found at:-
<http://www.nestrans.org.uk/46/board-meetings.html>

1. INFORMAL WORKSHOP SESSION

The Chair informed the Board that the Director wished to hold a brief informal workshop session at the end of the meeting to discuss National Transport Investment in the Aberdeen City and Shire area.

2. LETTER FROM COUNCILLOR KEVIN STEWART, MSP

The Chair explained that Councillor Kevin Stewart, MSP, former Chair of the Board had written to the Director thanking the Board for their co-operation in the last four years and explaining that he had found the role of Chair as a rewarding and fulfilling one. Councillor Stewart, MSP, explained that he would continue to liaise with the Board in his new role as MSP for Aberdeen Central and looked forward to working with the Board in the future and wished Councillor Yuill all the best in his position as Chair to the Board.

The Board then heard the Chair thank Councillor Kevin Stewart, MSP for his kind words.

The Board resolved:-

to concur with the remarks of the Chair.

3. MINUTE OF PREVIOUS MEETING OF 24 AUGUST, 2011

The Board had before it the minute of its previous meeting of 24 August, 2011.

The Board resolved:-

- (i) to amend the spelling of the Chair's name, as detailed at article 1 to the minute;
- (ii) to note that the Director would continue to liaise with other agencies regarding the use of the car parks and the traffic flow at Union Square and would either submit a report to the next Board meeting if the Board are required to take action in relation to this issue or a report would be submitted to the Board for its information at its next meeting; and
- (iii) to otherwise approve the minute.

4. ADVISER TO THE BOARD

With reference to article 1 of the minute of meeting of the Board of 24 August, 2011, the Chair explained that Aberdeenshire Council had nominated Stephen Archer, Director of Infrastructure Services as their Adviser elect and he further explained that the Board now required to consider this nomination.

The Board resolved:-

to appoint Stephen Archer as one of the Advisers to the Board.

5. LIAISON BETWEEN REGIONAL TRANSPORT PARTNERSHIPS (RTPS) AND THE SCOTTISH GOVERNMENT AND OTHERS

With reference to article 4(A) of the minute of meeting of the Board of 24 August, 2011, the Board had before it a report by the Director which provided an update on liaison with other Regional Transport Partnerships (RTPs) and the Scottish Government and others.

The Board resolved:-

- (i) to note that the North Sea Commission had agreed to support the peripheral regions in the UK in their campaign to have greater access to London and connectivity through the hub airport at Heathrow (as detailed in article 6 of the minute of meeting of the Board of 24 August, 2011); and
- (ii) to note the details contained in the report.

6. DELIVERING IDENTIFIED PROJECTS THROUGH A STRATEGIC TRANSPORT FUND

Reference was made to the meeting of the Aberdeen City and Shire Strategic Development Planning Authority of 23 September, 2011, whereat the Authority considered a report to seek approval to undertake consultation on draft supplementary guidance on a Strategic Transport Fund and resolved to approve the guidance; to receive a further report detailing the responses received to the consultation process; and to forward the report to the Board for their consideration.

Appended to the report was the draft document entitled "Delivering Identified Projects through a Strategic Transport Fund" which will enable the development allowances in the Structure Plan to be delivered and will provide a clear and transparent mechanism that provides some certainty to the development industry. The report explained that given the specialist nature of the supplementary guidance, the existing awareness of it within the development industry and the need for quick progress so that it can be applied to new sites coming forward through the two Local Development Plans, it was proposed to run a six week consultation between 7 October to 18 November, 2011.

The Board resolved:-

- (i) to welcome the supplementary guidance; and
- (ii) to otherwise note the report.

7. BRIDGE OF DEE ROUNDABOUT - SHORT TERM SLIP LANE

With reference to article 4(A) of the minute of meeting of the Board of 8 June, 2011, the Board had before it a report which advised members of the results of an investigation into a short-term measure to provide a segregated left-turn lane from Great Southern Road to the A90(T) Stonehaven Road at the southern roundabout adjacent to the Bridge of Dee.

The report identified two short-term options and provided a summary of them and the results of the modelling done on them.

The report concluded that whilst both options showed an improvement in journey times from Great Southern Road to Stonehaven Road as a result of the introduction of a segregated left-turn slip lane, neither were effective in improving journey times through the roundabout as a whole and therefore there would be no overall benefit in implementing a slip lane within the constraints of the existing carriageways, as a low cost short-term measure in advance of the long-term solution currently being investigated through the Bridge of Dee study.

The report recommended:-

that the Board –

- (a) note and approve the principle of the findings within the draft modelling report to allow it to be finalised; and
- (b) agree that the options investigated do not provide benefit across the roundabout as a whole and should not be progressed as an interim short-term measure.

The Board resolved:-

to approve the recommendations contained in the report.

8. HEALTH AND TRANSPORT - AUDIT SCOTLAND REPORT UPDATE

With reference to article 7(B) of the minute of meeting of the Board of 24 August, 2011, the Board had before it a response prepared by the Health and Transport Action Plan Steering Group to Audit Scotland's report entitled "Transport for Health and Social Care" published in August, 2011.

The report outlined the key recommendations contained in the Audit Scotland report and further explained that the Grampian Health and Transport Action Plan had set out clear direction in relation to some of the key messages and recommendations within the Audit Scotland report including an integrated transport and booking system hub.

The Board then heard the Director provide further information on the integrated shared services approach whilst explaining that the Health and Transport Action Plan Steering Group were the right forum to take this work forward whilst Nestrans was a facilitator to bring all the agencies together. He provided further information on a project undertaken by Aberdeen University which had received European funding and explained that he would approach the University to see if a pilot project relating to integrated shared services and specifically the integrated booking systems hub could be piloted using the University's European funding.

The Board then discussed the importance of ensuring that all agencies were fully committed to this process not just from the representatives on the Health and Transport Action Plan Steering Group but at their Board level as well.

The Board resolved:-

- (i) to note that the Director would submit a report to the next meeting which would review the action taken so far by the Health and Transport Action Plan Steering Group and would provide an update on the pilot project with Aberdeen University; and
- (ii) to otherwise note the report.

9. FREIGHT FORUM AND FREIGHT ACTION PLAN UPDATE

With reference to article 5(A) of the minute of meeting of the Board of 30 October, 2009, the Board had before it a report by the Director which provided information and updates on progress in relation to freight matters.

The report explained that there has been significant progress on the majority of the actions identified in the Freight Action Plan, and it is an opportune moment to consider the areas which are now priorities for the next three year period and it is proposed that an updated Action Plan be progressed.

The report provided updates on various projects related to the Freight Action Plan. The report explained that Aberdeenshire Council have expressed an interest in becoming involved in a further European project, Green Corridors in the North Sea region (GreCor) and in particular, one aspect would be consideration of the potential for an extended logistics hub which could lead on from the previous StratMos work on distribution centres. The report explained that involvement in this project would enable Nestrans and Aberdeenshire Council funding to be matched by European funding to continue the work of the Freight Action Plan.

The report explained that a sum of £10,000 would be set aside from the Nestrans Revenue Budget to enable continued involvement and support for the Freight Forum and further development of the Freight Action Plan and additionally recommended that a sum of £25,000 per year for the next three years be allowed for involvement in the GreCor European Project if a bid by Aberdeenshire Council for European funding is successful.

The report recommended:-

that the Board –

- (a) note the contents of the report;
- (b) endorse the work of the Freight Forum and agree to continued involvement in leading this area of work;
- (c) agree to the principle of developing a second Freight Action Plan (FAP2);
- (d) agree to provide a sum of £10,000 from the Nestrans Revenue Budget to enable FAP2 to be developed and delivered and to investigate the possibilities for inclusion in a European project; and
- (e) provisionally allocate a sum of £25,000 in each of the next three years which would be required if Aberdeenshire are successful in their funding bid for the European Project GreCor.

The Board resolved:-

- (i) to commend BAA for completing the runway extension at Aberdeen Airport ahead of schedule;
- (ii) to note that officers would check whether Aberdeen Harbour Board were to be involved in GreCor; and
- (iii) to approve the recommendations contained in the report.

10. PROGRESS REPORT

With reference to article 7(A) of the minute of meeting of the Board of 24 August, 2011, the Board had before it a progress chart summarising the work in the three Sub-Strategies of the Regional Transport Strategy as at 27 September, 2011.

The Board resolved:-

to note the report.

11. PUBLICATIONS AND CONSULTATIONS

With reference to article 7(B) of the minute of meeting of the Board of 24 August, 2011, the Board had before it a report by the Director which summarised and advised on two recent publications by the Scottish Government and which outlined areas of particular interest to the Nestrans geographical area. The two publications were:-

- the Government Economic Strategy
- the Scottish Spending Review 2011 and Draft Budget 2012-13

The report recommended:-

that the Board note the report

The Board resolved:-

- (i) to note that the leaders of Aberdeen City and Aberdeenshire Councils would be meeting with Keith Brown, Minister for Transport and Infrastructure on 1 November, 2011 to discuss the progress in relation to the Aberdeen Western Peripheral Route and the “basketing” of all the planned strategic transportation projects in the North East into one procurement contract;
- (ii) to note that if any member of the Board or officer of the Board had any issues they wished the leaders of the Councils to raise with the Minister then they should contact the leaders accordingly; and
- (iii) to otherwise note the report.

12. BUDGET MATTERS

With reference to article 9(A) of the minute of meeting of the Board of 24 August, 2011, the Board had before it a report from its financial adviser which provided an update on spend and programming of the Partnership’s 2011/2012 budget and also provided a forecast outturn.

The report explained that works on the A90(S) Park and Choose Facility will not be able to be progressed this year and it is proposed that £66,000 of the £79,000 approved budget be allocated as an additional contribution to the Peterhead Cycle demonstration project and this will increase the current budget for this project from £132,000 to £198,000. The report explained that the remainder of the Park and Choose budget will be used to develop the planning application for the project. The report further explained that the Ellon Road resurfacing project

that was completed recently has come in under budget and it is now proposed to use the underspend of £70,000 to extend the resurfacing on the A944 Skene road project which will begin shortly.

The Board resolved:-

- (i) to note the monitoring position and forecast as detailed in the report; and
- (ii) to agree to the proposed budget virement detailed in the report.

13. INFORMATION BULLETIN

With reference to article 10 of the minute of meeting of the Board of 24 August, 2011, the Board had before it a report by the Director which provided information and updates for the Board on a number of matters not requiring a decision.

The report provided updates on the current position of the following projects/issues:-

- amendment to the Board's Constitution to implement audit recommendations
- letter from Transport Scotland regarding Route Utilisation Strategy
- Aviation campaign
- bus update/bus lane
- Bus Quality Partnership
- Aberdeen Western Peripheral Route
- Boris' Bikes
- High Speed Rail update
- National Travel Awards
- Nestrans Press releases

The report had appended to it a letter sent from the Director to Transport Scotland welcoming their further actions on the Aberdeen to central belt journey times and overcrowding but highlighting that the journey times savings claimed (10 minutes) had not been identified by the timetable analysis and which also asked Transport Scotland for a meeting with the Chair to allow for a discussion to emphasise the importance of these issues to the Regional Transport Strategy.

The Board resolved:-

- (i) to request that the Director forward the suggestion of the Board regarding entering dialogue with the two local bus companies to establish a dedicated ticket to Aberdeen Royal Infirmary that would be cheaper than standard tickets to a future meeting of Local Authorities Bus Operators Forum (LABOF) and report back to the Board; and
- (ii) to otherwise note the report.

14. CONFERENCES AND PRESENTATIONS

With reference to article 11 of the minute of meeting of the Board of 24 August, 2011, the Board had before it a report by the Director summarising recent and forthcoming conferences of interest to the Partnership along with presentations by Nestrans and its partners.

The Board resolved:-

to note the details.

15. PENDING BUSINESS AND REPORTS FOR FUTURE MEETINGS

With reference to article 12 of the minute of meeting of the Board of 24 August, 2011, the Board had before it a report by the Director detailing pending business and information on reports to be submitted to future Board meetings.

The Board resolved:-
to note the report.

16. FUTURE MEETINGS ARRANGEMENTS

The Board had before it proposed dates for meetings of the Board in 2012 as follows:-

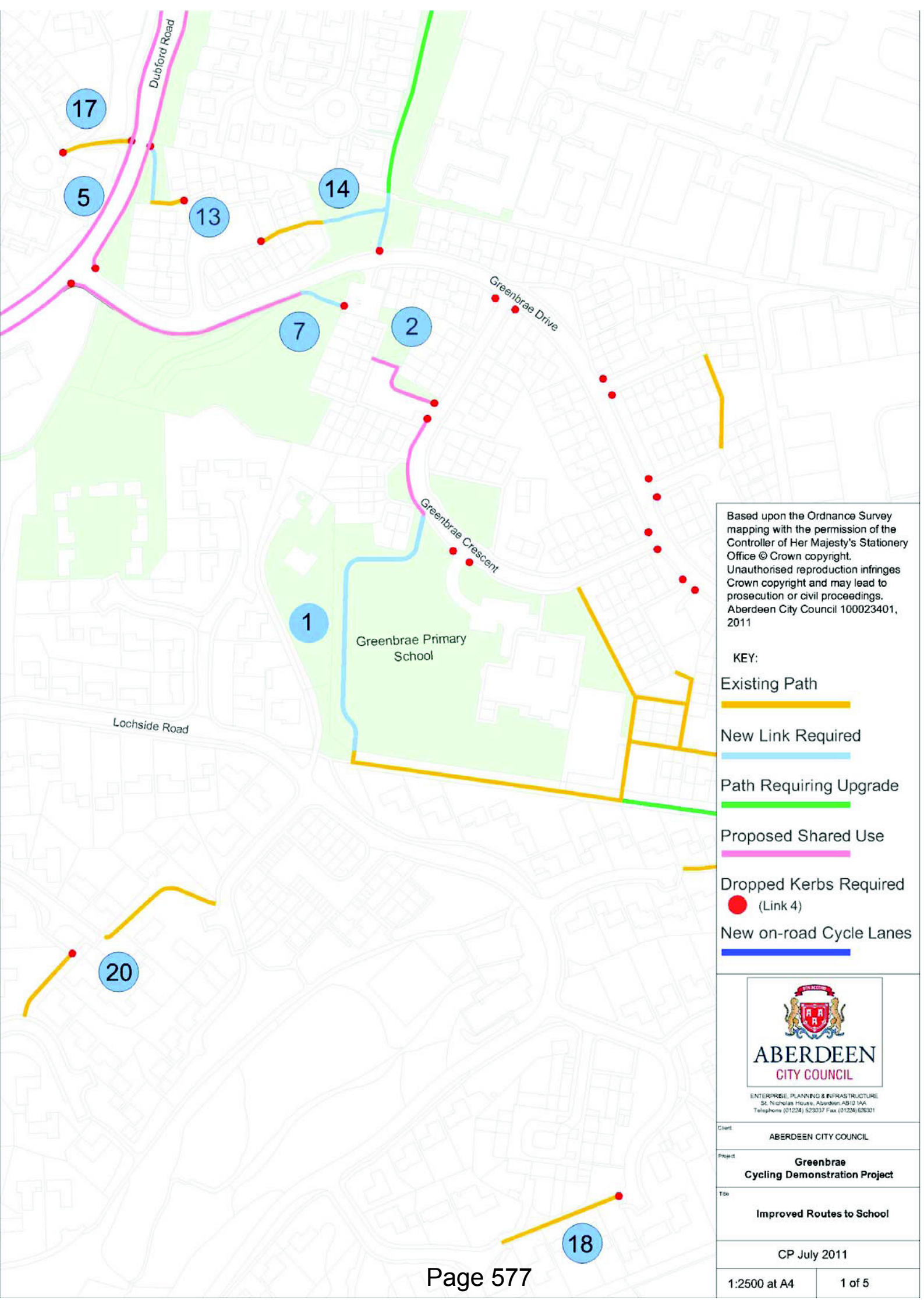
15 February;
18 April;
20 June; 8
22 August;
10 October; and
12 December (all meetings to be held at Woodhill House at 2.00pm).

The Board resolved:-
to approve the proposed dates for meetings of the Board in 2012.

- **IAN YUILL, Chairperson.**

Appendix 2 – Cycling Demonstration Project Maps

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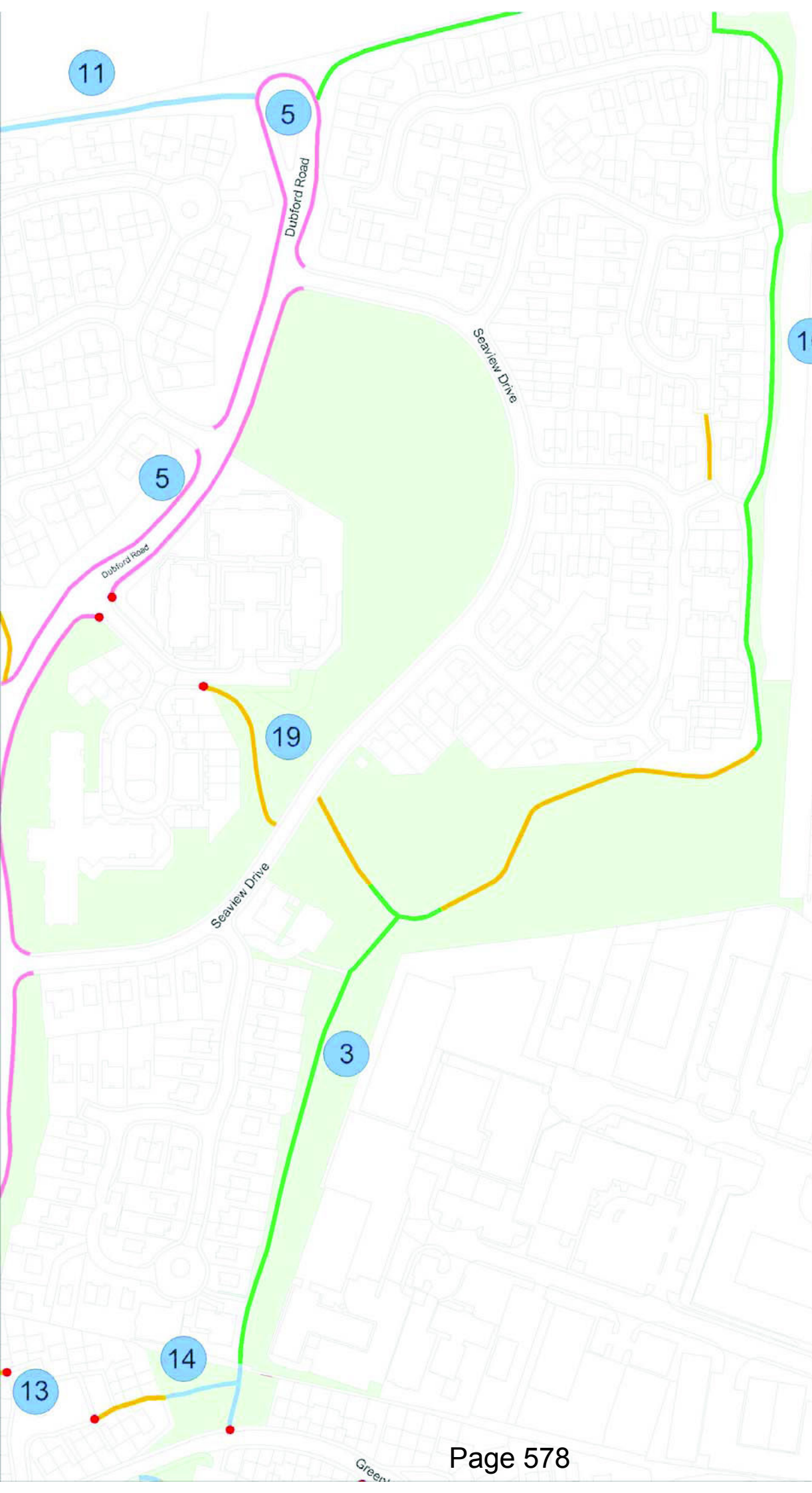
- KEY:**
- Existing Path
 - New Link Required
 - Path Requiring Upgrade
 - Proposed Shared Use
 - Dropped Kerbs Required (Link 4)
 - New on-road Cycle Lanes



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Client:	ABERDEEN CITY COUNCIL
Project:	Greenbrae Cycling Demonstration Project
Title:	Improved Routes to School

CP July 2011	
1:2500 at A4	1 of 5



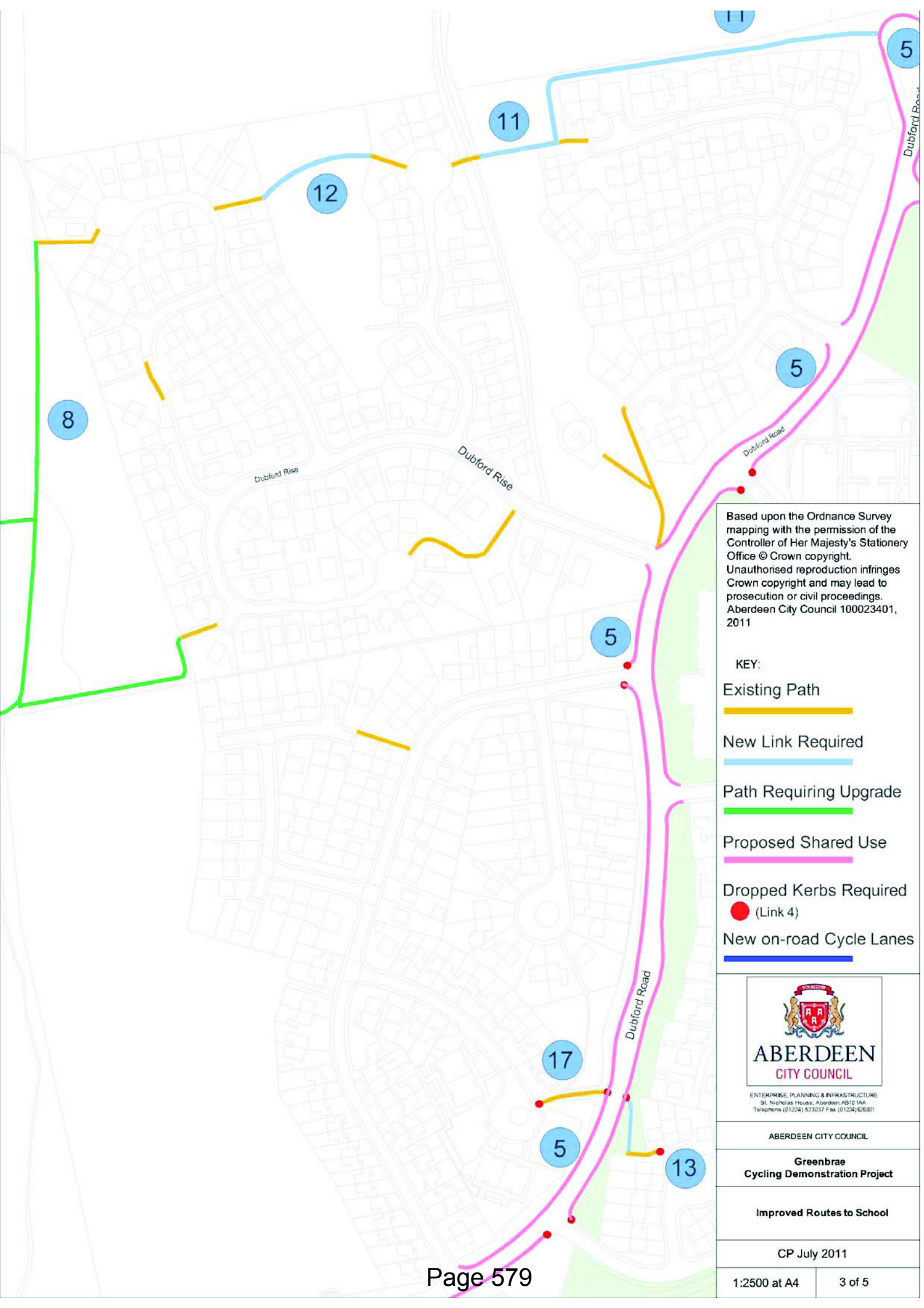
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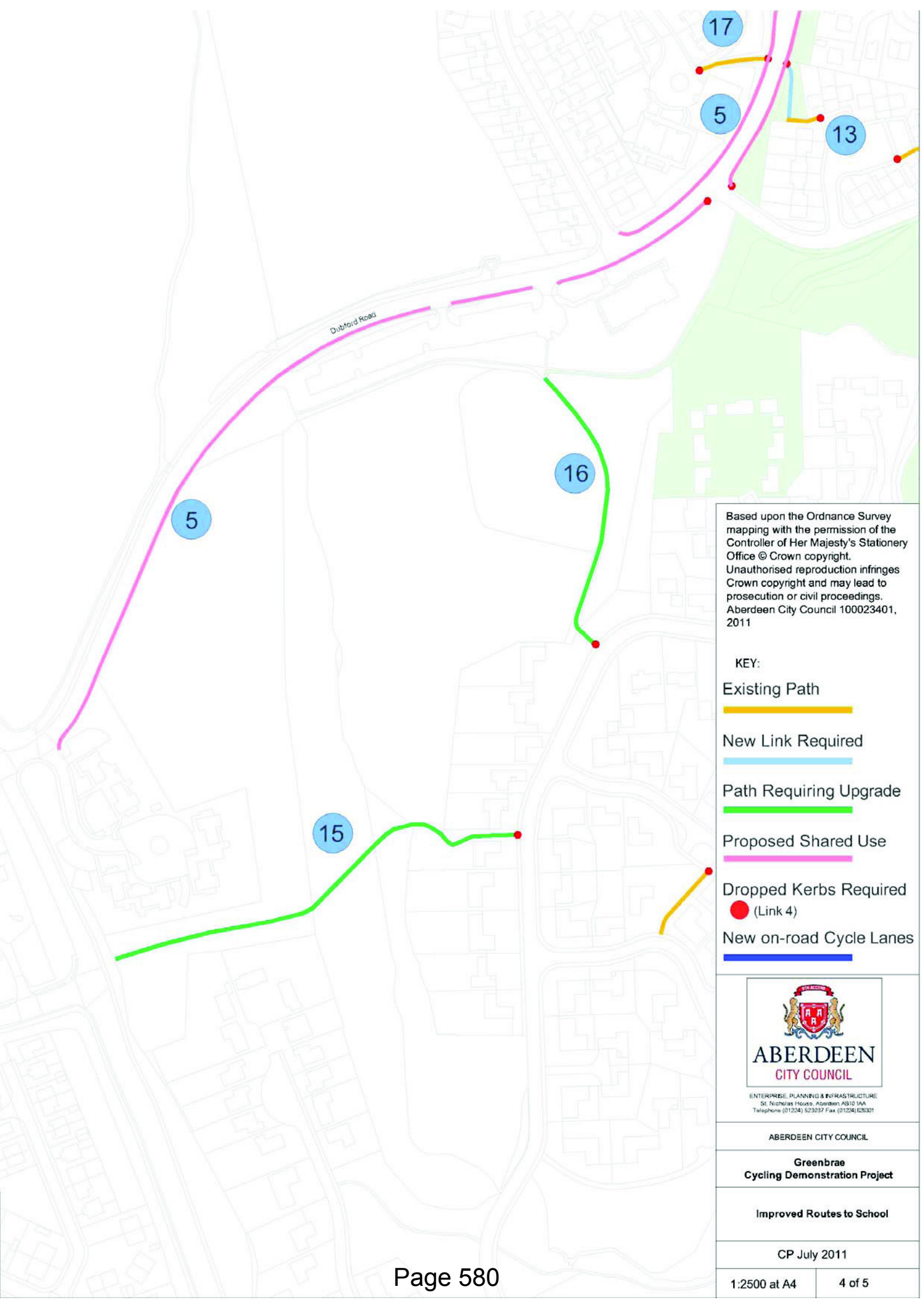
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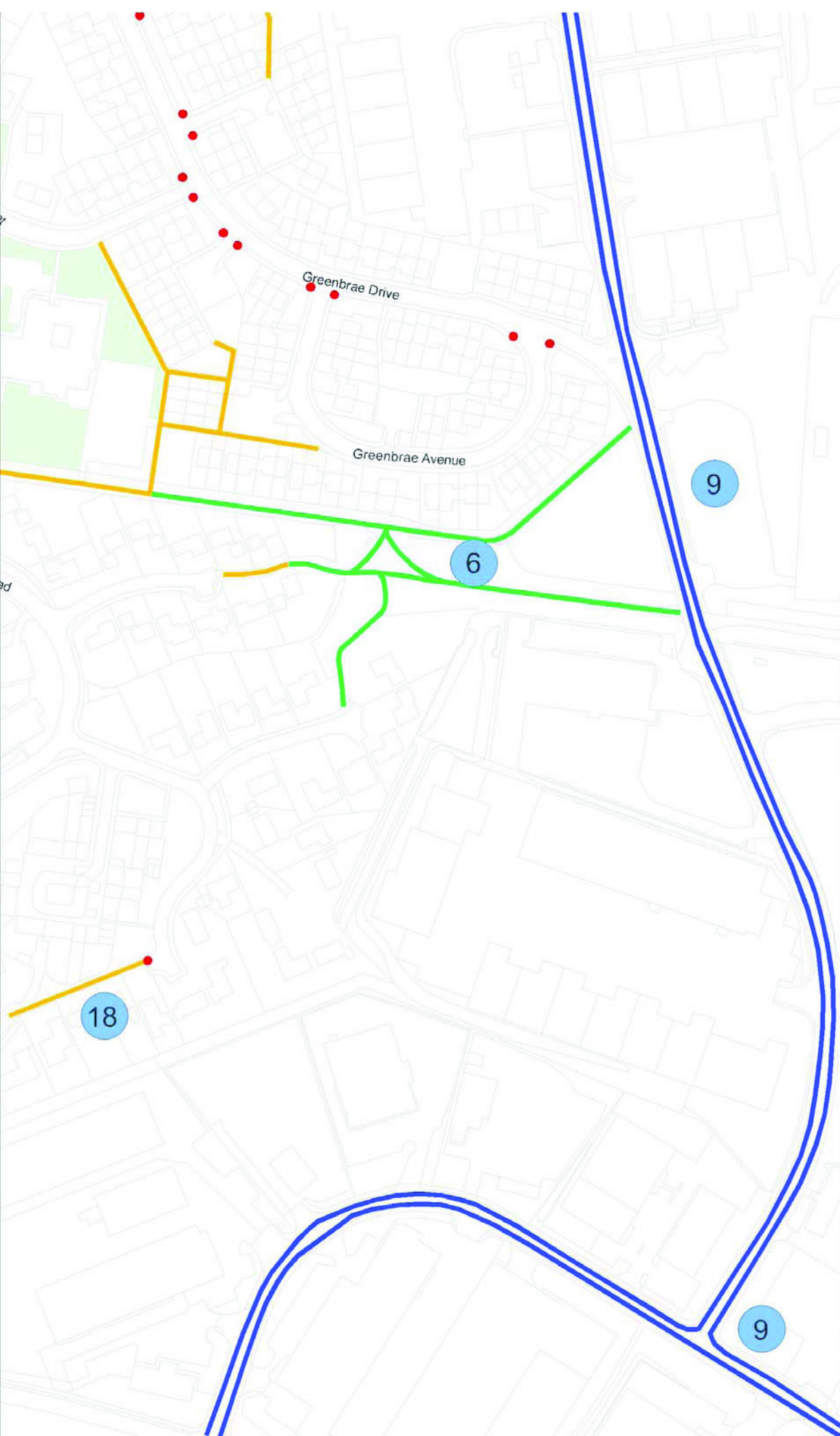
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ABERDEEN CITY COUNCIL

**Greenbrae
 Cycling Demonstration Project**

Improved Routes to School

CP July 2011



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Supplementary Planning Guidance
Delivering Identified Projects through a
Strategic Transport Fund

December 2011

This is non-statutory supplementary guidance in support of the Aberdeen City and Shire Structure Plan 2009¹. Amongst several aims, the structure plan seeks to create sustainable mixed communities and make the most efficient use of the transport network. To help achieve these aims, the structure plan identifies strategic growth areas as the main focus for development and includes several references to the link between the scale of new development proposed, the need to deliver new infrastructure and the requirement for developer contributions. These messages are reflected in the Proposed Local Development Plans (LDPs) in Aberdeen City and Aberdeenshire and supported by Scottish Government Circular 1/2009: Development Planning and 1/2010: Planning Agreements. Further information on the background to the guidance can be found in Appendix 1.

Deleted: On approval of the Strategic Development Plan (anticipated during the first half of 2014), it is intended that it would be re-published as statutory supplementary guidance.

1. What is the purpose of this guidance?

1.1 The Aberdeen City and Aberdeenshire Cumulative Transport Appraisal (CTA) demonstrates that new development across the north-east will have an impact on transport infrastructure and that movements rely on a network of road, rail and public transport with a high degree of interdependency between the two council areas. A package of defined transport projects are identified by the CTA to mitigate the impacts of new development and the purpose of this guidance is to provide a mechanism for securing contributions from development to fund the delivery of this infrastructure. In doing so, this guidance will help deliver the development potential identified in the structure plan and ensure support for sustainable economic growth priorities in Aberdeen City and Aberdeenshire.

1.2 The projects include road and public transport interventions in a variety of locations where the cumulative impact of new housing and employment uses is likely to cause increased congestion. By sharing the financial burden widely across the region, no one development will be liable for the cost of a specific strategic project or delayed by its implementation. By being upfront about the mechanism for making contributions, developers will have greater certainty over strategic transport requirements.

2. Why is it being produced?

2.1 Good transport connections are essential to the economic prosperity of the region and the quality of life of the people who live and work here. The public sector has delivered, or is committed to delivering transport projects amounting to several hundred million pounds, such as the reopening of Laurencekirk Rail Station, Aberdeen Western Peripheral Route, Balmedie to Tippetty dualling, Third Don Crossing and park and ride sites. However, evidence from the CTA has shown that the impact of delivering the development opportunities identified in the [structure plan and LDPs](#) will, over time, erode many of the benefits of these schemes. The CTA identified a number of locations where intervention is needed to mitigate the impact of new development. More detail on the CTA and package of interventions can be found in Appendix 2.

2.2 The structure plan directs development towards three strategic growth areas and makes it clear that the scale of development will bring about a need for new and improved infrastructure. It also expects that in some cases developers on a range of sites in both council areas will contribute to infrastructure where development has

¹ [On approval of the Strategic Development Plan \(anticipated during the first half of 2014\), it is intended that it would be re-published as statutory supplementary guidance.](#)

wider effects. Developer contributions proportionate to the scale of new development will now be sought to meet the costs of this infrastructure.

3. Who will be expected to contribute?

3.1 The areas covered by this supplementary guidance are the strategic growth areas (SGAs) within the Aberdeen Housing Market Area (AHMA). All housing, business, industrial, retail and commercial leisure developments (subject to criteria) allocated to meet the structure plan allowances within these areas will be expected to make a contribution to strategic transport projects. However, any appropriate proposal on an unallocated site within the AHMA will be liable to make a contribution.

[Further information on development proposals expected to contribute to the fund is contained within Appendix 4.](#)

3.2 Aberdeen and the SGAs nearest the city are highlighted in Figure 1, with specific allocations and intervention areas shown in Appendix 3. Within the local growth and diversification areas, the level of growth is related to local needs and development is unlikely to have an impact on the wider transport network; sites in such areas will not generally be expected to contribute. The requirements for contributions for each type of development are set out in Appendix 4. There may also be instances where a change of use application requires a contribution to the strategic transport fund.

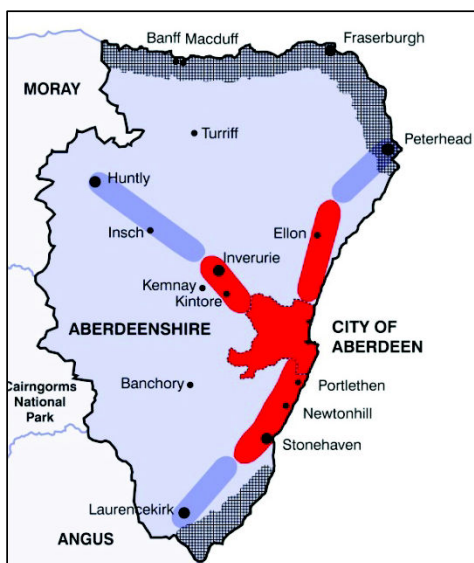


Figure 1: SGAs in the Aberdeen Housing Market Area

4. How much will the contributions be?

4.1 The appraisal work undertaken to date has been proportionate and based on the approach outlined within Transport Scotland's Development Planning and Management Transport Appraisal Guidance (DPMTAG). However, the potential interventions have not been fully considered in terms of Scottish Transport Appraisal Guidance (STAG), nor has feasibility or detailed engineering design work been undertaken. The precise details and cost of the projects are therefore not currently known, but must be based on previous experience until this is done. The councils may resolve to secure borrowing to allow up-front funding to develop and deliver some projects; costs associated with such borrowing will have to be repaid as monies accrue.

4.2 The contributions set out in Table 1 are based upon delivering the package of interventions identified in the CTA at an estimated cost of £86.6 million with the scale of development proposed up to 2023. These figures will be revisited at the beginning of each financial year and will take account of the Building Cost Information Service (BCIS) 'All In - Tender Price Index'. Contributions will be adjusted accordingly with immediate effect, but will not fall below the 2011/12 baseline figure. More details on the mechanism and a worked example are provided in Appendix 5.

Table 1: 2011/12 contribution levels

RESIDENTIAL			NON-RESIDENTIAL		
unit size	per unit	% weighting	use class	per hectare	% weighting
1 bedroom	£1,239	60%	Class 1	£74,412	120%
2 bedroom	£1,652	80%	Class 3	£62,010	100%
3 bedroom	£2,064	100%	Class 4	£86,814	140%
4 bedroom	£2,477	120%	Class 5	£55,809	90%
5 bedroom+	£2,890	140%	Class 6	£43,407	70%
			Class 7	£55,809	90%
			Class 11	£55,809	90%
Please note: the number of bedrooms will be calculated on the basis that a study or other non-public room could be used for that purpose			Please note: these classes are determined by The Town and Country Planning (Use Classes) (Scotland) Order 1997		

5. How and when will contributions be payable?

5.1 A planning obligation or other legal agreement will be used to secure contributions; these will be paid into a dedicated strategic transport fund. Developers will be allowed to defer payment of their contributions until such time as revenue begins to be generated by the site. For residential, first payments will be once 50% of the units applied for are complete and then based on quarterly completions in arrears. Mixed use and employment contribution payment dates can be negotiated with planning gain. Construction on many sites will take several years and in these situations contributions will continue to be linked to the BCIS 'All In - Tender Price Index over the duration of the build period.

Deleted: of construction costs

5.2 On some sites it may be possible for a developer to make 'in kind' contributions to deliver a specific identified intervention; in these limited cases, obligations may be reduced accordingly. Due to the length of time it often takes to deliver strategic transport projects, there will be a requirement to hold contributions for a period of up to 20 years. Such in-kind improvements may not solve all strategic transport issues so contributions to the strategic transport fund may still be required. This will be subject to negotiations with the planning authorities.

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6. How will contributions be used?

6.1 Nestrans as the Regional Transport Partnership will hold and administer contributions in a strategic transport fund. As contributions are received they will be placed into a ring-fenced account. The monies in this account will only be available for delivering strategic transport projects in the identified locations, including detailed assessment, development and design work. An annual report will be published clearly setting out the balance sheet of the fund and the projects progressed during the year.

6.2 Recommendations about when to deliver each of the interventions will be based on a number of criteria. These include, the order of priority identified in the structure plan, scale and urgency of the problem and anticipated phasing of development. These will be agreed by the Nestrans Board following consultation with the councils, SDPA and Transport Scotland.

6.3 The location and scale of interventions required will only change following a thorough review of the CTA and through the Strategic Development Plan and / or Regional Transport Strategy. More details on the role of Nestrans, prioritisation, monitoring and review of the strategic transport fund can be found in Appendix 6.

Appendix One: The Background to the Supplementary Guidance

Link to the Structure Plan / Local Development Plans / Circular

The Aberdeen City and Shire Structure Plan was approved in August 2009 and sets the framework for growth by setting targets for the level of new housing and employment land to be allocated across the North East. The structure plan directs development towards 3 strategic growth areas within the North East:

- Aberdeen City
- Huntly to Laurencekirk
- Aberdeen to Peterhead

Paragraph 3.8 of the structure plan highlights that:

“Development in these areas will bring about a significant need for improvements to the infrastructure, including new primary and secondary schools, improvements to roads and railways, and new water and waste-sustainable mixed communities”.

Following publication of the structure plan both councils have prepared LDPs to include sites which reflect the development targets, and the aims and objectives, set out in the structure plan. In preparing their LDPs, both councils have taken a new approach to planning and delivering new development by establishing groups known as Future Infrastructure Requirements for Services (FIRS) Groups. These groups helped the councils to investigate the impact of development up-front, assess the capacity of existing infrastructure to accommodate new development, and thereby identify the new infrastructure required to fully mitigate the impact of development. In turn, this has allowed the development industry to be better informed on the infrastructure which will be required to support the delivery of each new development.

The approach taken by the councils reflects the government guidance set out in Circular 1/2010 Planning Agreements (paragraph 18) which states that:

“Planning agreements must be related in scale and kind to the proposed development. In assessing any contributions planning authorities may take into account the cumulative impact of development over time. The effect of such infrastructure investment may be to confer some wider community benefit but contributions should always be proportionate to the scale of the proposed development.”

This guidance provides the context for the approach taken by both councils towards infrastructure provision. The CTA takes account of the capacity of the transport network to accommodate new development and provides evidence that a number of transport-related mitigation measures are required but can not be attributed to the impacts of specific developments. On this basis, the SDPA, councils and key partners took a joint decision to find a mechanism for applying the costs of these cumulative items of infrastructure to new development allocated through the structure plan and subsequent LDPs. Fundamentally, this approach seeks to ensure that development in the future does not have a detrimental impact on the transport network.

Given the strategic nature of this work, which relates to both Aberdeen City and Aberdeenshire areas, it is felt that the structure plan provides the most appropriate channel to bring forward the proposed approach to cumulative infrastructure. It is proposed to publish supplementary guidance to the approved structure plan, which would enable both councils to reflect the approach in their emerging supplementary guidance prepared as part of the LDP.

Appendix Two: The Cumulative Transport Appraisal (CTA)

Nestrans, in partnership with the Strategic Development Planning Authority, Aberdeen City Council, Aberdeenshire Council and Transport Scotland commissioned a study to carry out a transport appraisal of the impact of development allocated in the structure plan and emerging LDPs for Aberdeen City and Aberdeenshire. The study used modelling to consider the cumulative strategic transport impacts associated with the scale and distribution of development proposals.

The CTA has enabled, for the first time, a strategic overview of the impact of the proposals outlined in the structure plan and emerging LDPs to be taken. The modelling process applies a range of transport infrastructure and planning and development information, along with anticipated changes in demographics and car ownership to calculate and forecast future levels of traffic and travel. The study focussed on the overall strategic and cumulative impacts of all developments on the road network as a whole and predicted the impacts of the full scale of development, as outlined in the emerging LDPs, in the year 2023.

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As well as anticipated changes in demographics and car ownership, the appraisal work assumed a number of already committed and proposed transport schemes to also be in place by 2023. These included:

- Strategic rail – improved Edinburgh-Aberdeen, Aberdeen-Inverurie and Aberdeen-Inverness services;
- Laurencekirk rail station and rail service changes (now open);
- Grade separation on the A90 at Findon;
- A956 dual carriageway update (now complete);
- Union Street pedestrianisation and traffic management schemes;
- An A96-to-Aberdeen Airport Link Road;
- A90 Balmedie-Tipperty dualling;
- Aberdeen Western Peripheral Route;
- Proposed new Park & Ride sites and associated bus services;
- Haudagain Roundabout Improvements; and
- The 3rd Don Crossing.

With the scale of development proposed the appraisal showed that the implementation of the full structure plan allowances for housing and employment erodes the benefit achieved through the proposed (and in some cases already completed) transport interventions. Congestion is forecast to increase at some locations beyond current day levels, including locations on the A96, A944, A956 and A90 South.

To mitigate the identified impacts associated with development, a series of potential road and public transport interventions were identified and tested. The appraisal showed that this package of interventions can mitigate the traffic impacts associated with the structure plan and LDPs at strategic locations across Aberdeen and Aberdeenshire and is predicted to bring congestion levels back down to 2010 levels or better at many locations.

This package of high level options, set out in the table below, represents the scope and scale of intervention that may be required to accommodate the LDPs. They aim to mitigate the potential congestion impacts and improve the level of public transport accessibility at new developments.

Cumulative Infrastructure requirements

Public Transport
New station at Kintore Bus priority measures Bus frequency improvements Additional bus services linking new development sites to city centre and key employment destinations.
Road Network (over and above local road infrastructure requirements)
North Aberdeen Parkway, Persley Bridge & Parkhill junction and capacity improvements
A96 corridor Capacity improvements & upgrade AWPR Kingswells North Junction
A944 Corridor Upgrade A944 junctions and safety / limited capacity improvements on access to A93
A956 / A90 Corridor Junction capacity improvements River Dee Link

It should be noted that the potential interventions identified above have not been fully considered in terms of Scottish Transport Appraisal Guidance (STAG) or subject to detailed engineering design and feasibility and a full appraisal of each location would still be required in order to identify a preferred option. Environmental assessments detailing the potential constraints associated with each intervention have also not been considered through the CTA.

The study does however provide the evidence to enable a more informed view to be taken with regard to the potential cumulative, cross boundary effects of the [structure plan and](#) Aberdeen City and Aberdeenshire Council's LDPs and the likely scale of intervention required to mitigate these impacts. The following conclusions can be made from the work that was undertaken:

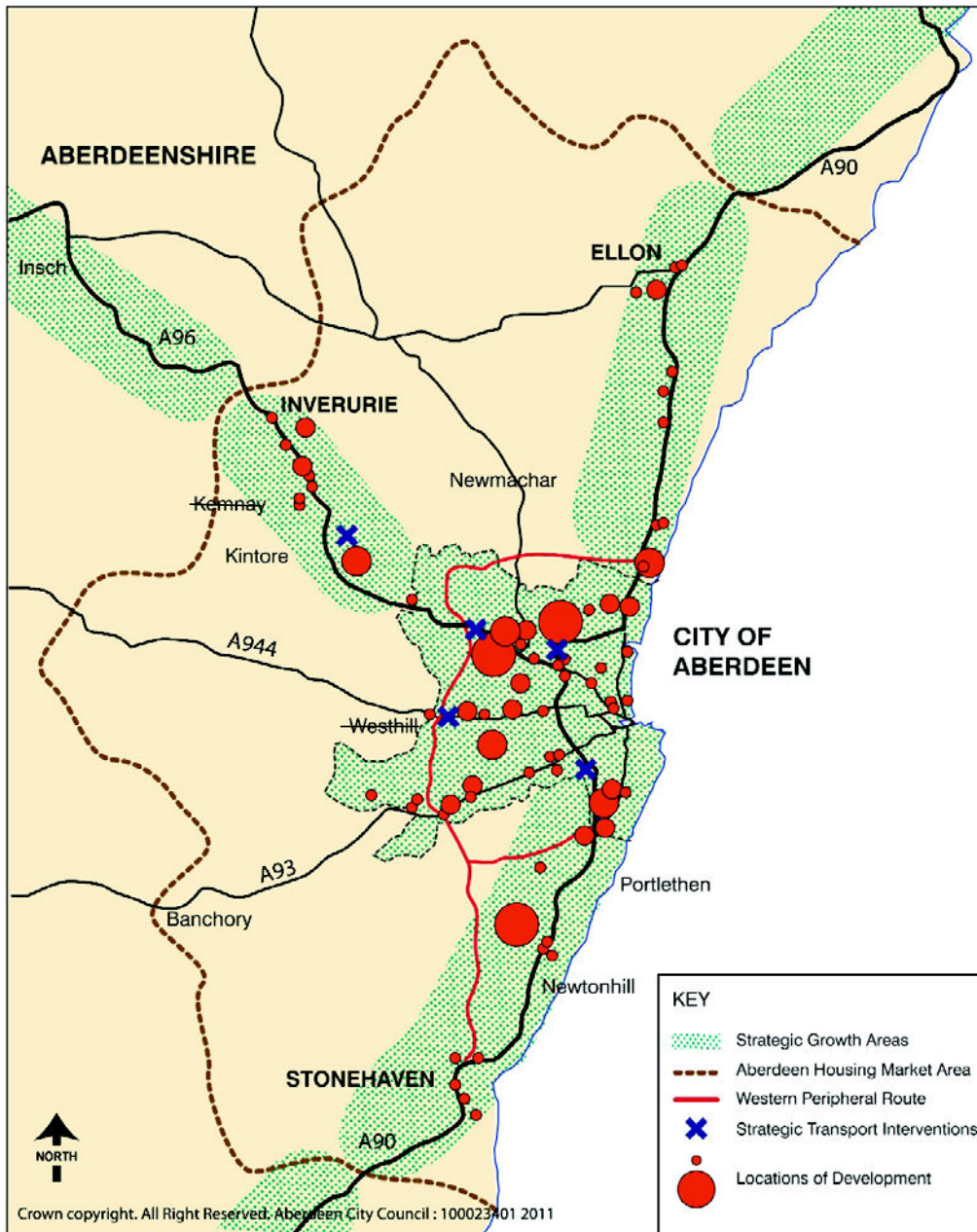
1. The scale of development proposed in the structure plan, both the high growth allowance and the medium growth requirement scenarios, will have a significant impact on the transport network of the region, particularly in areas approaching and within the city.
2. There are a number of transport interventions already being delivered or in the pipeline, that have been shown will have a significant benefit on the transport network.
3. However, there will be areas across the network which will still cause major concerns with this scale of development in place.
4. A package of transport interventions has been shown to mitigate these impacts and further work will be required to bring these forward.

The full report of the CTA study can be found at:

www.nestrans.org.uk/db_docs/docs/LDP_Cumulative_Appraisal_Final_Report.pdf

Appendix Three: Distribution of Development and Intervention Areas

Comment [a1]: Amend to remove reference to Kemnay and Westhill



Note: The locations of development are indicative and do not include every site from the LDPs, small sites in particular may not appear on the diagram. [Further information on the development proposals expected to contribute to the fund is contained in Appendix 4.](#)

Appendix Four: The Requirements for Contributions

The requirement for contributions to the Aberdeen City and Aberdeenshire strategic transport fund will apply to housing, business, industrial, retail and commercial leisure developments in the strategic growth areas within the Aberdeen Housing Market Area boundary as set out in the table below.

Within the Local Growth and Diversification areas the level of growth is related to local needs and therefore development is unlikely to have an impact on the strategic transport network. Caveats are however included to capture contributions from any development proposals which are an exception to this rule.

Description of Development	Criteria and / or Threshold
<p>Residential</p> <p>Construction of buildings, structures or erections for use as residential accommodation, including flatted developments.</p>	<p>All development proposals on allocated residential and mixed use sites in the Aberdeen City LDP and Aberdeenshire LDP within the Strategic Growth Area and Aberdeen Housing Market Area.</p> <p>All windfall development proposals in the strategic growth areas and Aberdeen Housing Market Area comprising 5 or more dwellings.</p> <p>All windfall development proposals in the Local Growth and Diversification Area and the Aberdeen Housing Market Area comprising 5 or more dwellings where an impact on the strategic transport network has been identified.</p>
<p>Employment/Commercial (Use Classes 4, 5 and 6)</p> <p>Construction of a building, structure or other erection for use for any of the following purposes–</p> <p>(a) as an office; (b) for research and development of products or processes; (c) for any industrial process; or (d) for use for storage or as a distribution centre.</p>	<p>All development proposals on allocated mixed use and employment sites in the Aberdeen City LDP and Aberdeenshire LDP within the Strategic Growth Area and Aberdeen Housing Market Area.</p> <p>All windfall development proposals in the strategic growth areas and Aberdeen Housing Market Area where the gross floorspace of the building exceeds:</p> <p>(a) Class 4: Business 2,500 m² (b) Class 5: General Industrial 5,000 m² (c) Class 6: Storage, Distribution and Warehousing 10,000 m²</p> <p>All windfall development proposals in the Local Growth and Diversification Area in the Aberdeen Housing Market Area, where the above requirements are met and where an impact on the strategic transport network has been identified.</p>
<p>Food and Drink / Hotels / Assembly and Leisure (Use Classes 3, 7 and 11)</p> <p>Construction of a building, structure or other erection for use for any of the following purposes–</p> <p>(a) Cinema, Hotels and Conference Facilities (b) Leisure Facilities – e.g. casinos, bingo or dance halls. (c) Stadia</p>	<p>All development proposals in the Aberdeen Housing Market Area, both Strategic Growth Area and Local Growth and Diversification Area, where the gross floorspace of the building is or exceeds 1,000m² and an impact on the strategic transport network has been identified.</p>
<p>Retail (Use Class 1)</p> <p>Construction of a building, structure or erections for use for the retail sale of food and/or non food goods</p>	<p>All development proposals in the Aberdeen Housing Market Area, both Strategic Growth Area and Local Growth and Diversification Area, where the gross floorspace of the building is or exceeds 2,500 m² and an impact on the strategic transport network has been identified.</p>

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Note: Use Classes 2 (Financial, professional and other services), 8 (Residential institutions) and 10 (Non-residential institutions) will not be liable for contributions.

Appendix Five: The Mechanism and a Worked Example

The mechanism to derive contributions is based upon feedback from both our residential and commercial customers, who believe it fair that contributions be sought from both residential and commercial developments.

The mechanism is based on delivery of 34,650 residential units and 243 ha of employment land in the period up to 2023. For simplicity the methodology works on a split of hectares residential development and hectares employment land:

Residential (ha)	34,650/30 units per ha	1,155 ha
Employment (ha)		243ha

This divides the contributions as follows:

Housing	1,155 ha	82.6%
Employment	243 ha	17.4%
Total	1,398 ha	

The package of strategic interventions will be costed and divided by this split. Currently estimated at £86,600,000 to fund the package of interventions, this would secure average contributions of £2,064 per house unit and £62,010 per hectare for non-residential uses.

Adjustments will be made depending upon the size of house units. A standard house unit is a 3 bed house, and the following adjustments will apply:

Dwelling size	% of average contribution
1 bed unit	60%
2 bed unit	80%
3 bed unit	100%
4 bed unit	120%
5 bed unit	140%

Commercial developments have been calculated using a matrix which takes into consideration trip generation from this land use, land values and the likely split of different uses within the 243 ha. This resulted in a weighting which has been applied to the different Use Classes Order, where the following adjustments will apply:

Use Class	% of per hectare contribution
Class 1 (Retail)	120%
Class 3 (Food and Drink)	100%
Class 4 (Business)	140%
Class 5 (General Industrial)	90%
Class 6 (Storage or Distribution)	70%
Class 7 (Hotels)	90%
Class 11 (Assembly and Leisure)	90%

Worked example

A development of 100 residential units with 3 ha employment site, within the Aberdeen Housing Market Area and within one of the strategic growth areas.

The 100 units comprise:

10 x 1 bed units @ £1,239 =	£12,390
30 x 2 bed units @ £1,652 =	£49,560
50 x 3 bed units @ £2,064 =	£103,200
10 x 4 bed units @ £2,477 =	£24,770

Total	£189,920
-------	----------

From the commercial sector, using 3 ha of employment land, which comprises:

2 ha of Class 4 use @ £86,814 =	£173,628
1 ha of Class 6 use @ £43,407 =	£43,407

Total	£217,035
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Total contributions sought from this example:

Residential	£189,920
Commercial	£217,035
Total	£406,955

Appendix Six: The Role of Nestrans and Fund Management

North East Strategic Transport Fund Executive Group: This group will be a continuation of the group set up to develop this mechanism for developer contributions to strategic transport infrastructure and include representatives from:

- Nestrans
- Strategic Development Planning Authority
- Aberdeen City Council Planning and Transportation teams
- Aberdeenshire Council Planning and Transportation teams
- Planning Gain for Aberdeen City and Aberdeenshire Councils
- Transport Scotland

The decision making body for this work will be the Nestrans Board which comprises senior councillors from both Aberdeen City and Aberdeenshire Councils. All decisions made at the Nestrans Board would then be referred to the two councils and Transport Scotland for approval as the relevant roads and planning authorities.

Agreement of all recommendations being put forward to the Nestrans Board would be sought at the Executive group first to ensure that a partnership approach is maintained.

North East Strategic Transport Fund: Nestrans would hold and manage the strategic transport fund which would be ring-fenced to projects needed to address the cumulative impact of the structure plan and LDPs and that have been identified through the CTA modelling process.

Contributions would be received into this fund from developers through the agreed developer contributions mechanism that is set out in this supplementary guidance.

Prioritisation and delivery

The areas for intervention, as identified in the CTA, will be prioritised based on priority corridors identified in the structure plan, scale and urgency of the problem and anticipated phasing of development. This process will include appropriate levels of consultation, including with the development industry, with recommendations agreed by the Nestrans Board and referred to the two councils for approval.

Further development of the strategic infrastructure requirements would be based on the agreed prioritisation and follow Scottish Transport Appraisal Guidance (STAG) methodology to appraise and help identify a preferred option. The commissioning / undertaking of this work will be managed by Nestrans with input from Transport Scotland, but there will likely be requirement to engage consultants and/or the two councils to carry out much of this work.

A STAG appraisal process will identify the problems, set objectives and set out and appraise the range of potential solutions. Consultation is a key element of the STAG process and will be carried out as appropriate under this guidance. The results of this work will enable a recommendation to be made on a preferred solution for each identified hotspot. Nestrans would lead on this process in close consultation with the Executive Group, involving all partners, with recommendations on preferred schemes reported to the Nestrans Board and to the two councils and Transport Scotland as roads authorities.

Once decisions have been made on a preferred option each scheme will be required to go through detailed design and costing and the relevant planning and legal processes. Project teams would be set up to manage the delivery of individual interventions.

Annual review and reporting

The Nestrans Board would be updated on a 6 monthly basis on progress towards developing and delivering strategic transport projects. All reports to the Nestrans Board are publicly available on the Nestrans website and will be made available to all stakeholders.

An annual report would be produced and reported to the Nestrans Board and subsequently referred to the two councils setting out:

- Actions and progress from the previous year;
- A financial report on the funding received into the strategic transport fund, what has been spent and on what;
- Actions and priorities for the coming year based on the prioritisation process and delivery plan.

A five year review will be undertaken which will re-run the CTA using ASAM and include the most up to date information available regarding population, travel to work patterns and development allocations. The priorities will be reviewed and re-assessed on the basis of this analysis to ensure that the priorities and projects remain valid. Any changes to the prioritisation would require to be approved by the Nestrans Board and the two councils and following appropriate consultation with the development industry.

The outcomes of the CTA work will be incorporated into the review of the Regional Transport Strategy and its subsequent reviews and also into the development and review of the Strategic Development Plan and LDPs, all of which will be subject to appropriate levels of public and stakeholder consultation. Reviews of the supplementary guidance would be tied in with reviews of the Strategic Development Plan. The aim of this is to ensure that the projects that are being taken forward are integrated into the wider strategic aims for the region and part of the overarching strategy for transport in the North East. The STAG process should also ensure that the options that are developed are in line with national, regional and local policy.

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	31 January 2012
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Aberdeen Western Peripheral Route (AWPR) – Progress & Governance Report
REPORT NUMBER:	EPI/12/056

1. PURPOSE OF REPORT

The purpose of this report is to update members on the progress of the Aberdeen Western Peripheral Route (AWPR) and to gain approval of refined governance arrangements which, it is proposed, will apply to the AWPR and its associated projects to ensure a robust and efficient decision making process once the scheme enters its procurement and construction phase (subject to the satisfactory resolution of current legal proceedings). A similar report was presented to Elected Members of Aberdeenshire Council's Infrastructure Services Committee on 26th January 2012.

2. RECOMMENDATION(S)

It is recommended that Elected Members:

- (a) Note the on-going legal appeal against the AWPR;
- (b) Endorse the proposed project governance and project management structures at Appendix 2;
- (c) Note the key role for Members from both Councils with regard to investment decision making within Stage 4 of the Independent Project Assurance Model being used on the project as set out at paragraph 5.39;
- (d) Endorse the delegation of the remaining decision making powers within Stages 1 to 3 of the Independent Project Assurance Model to the Chief Executive, or her nominated representatives, as set out at paragraph 5.38; and,
- (e) Per Standing Order 1 (3), Members approve the commencement of procurement for the provision of a variety of bat mitigation measures as detailed at paragraph 5.11.

3. FINANCIAL IMPLICATIONS

- 3.1 Funding for the Aberdeen Western Peripheral Route has been the subject of agreement between Aberdeen City Council, Aberdeenshire Council and the Scottish Government with a signed Memorandum of Understanding.
- 3.2 The Memorandum of Understanding commits Aberdeen City Council to contributing 9.5% to the scheme development and construction of the Northern & Southern Legs of the AWPR Scheme (coloured orange and green respectively at Appendix 1). The scheme development and construction of the Fastlink (coloured purple) and the A90 Balmedie-Tipperty Dualling project (coloured red) will be met in its entirety by the Scottish Ministers. The maintenance of the whole of the APWR and A90 Balmedie to Tipperty will be met by the Scottish Ministers.
- 3.3 The Scottish Government Budget 2011/12 and Scottish Government 2011 Infrastructure Investment Plan confirms that the AWPR and A90 Balmedie to Tipperty projects would be brought forward for construction in a combined Non-Profit Distributing (NPD) model contract with a view to bringing forward for construction as soon as the legal issues surrounding the AWPR are resolved.
- 3.4 A number of local authority transportation infrastructure projects (Aberdeen City Council's A96 Park & Choose/Link Road and, subject to the outcome of the Public Local Inquiry, the Access from the North - Third Don Crossing – projects in addition to Aberdeenshire Council's A90 South Park & Choose site) are also under active consideration for inclusion within the AWPR package of works, subject to resolution of appropriate legal, financial and technical issues within the relevant timescale. A final decision on the inclusion of these local authority projects in the contract to construct the AWPR and Balmedie to Tipperty has still to be made.
- 3.5 A review of the funding profile will be required following completion of the statutory procedures and as such it is intended to report back to Committee on an updated cost estimate at a future date. The cost estimate will be reviewed and updated following resolution of the legal issues surrounding the AWPR and prior to the commencement of the formal procurement process. It would not be prudent to re-estimate project costs until the statutory procedures are complete, and a programme to construction is known. The final costs will not be known until tenders have been returned and the contract has been completed.

4. OTHER IMPLICATIONS

- 4.1 The delivery of the AWPR will achieve a number of the objectives and policies listed in Aberdeen City Council's vision of being Vibrant, Dynamic & Forward Looking and also the Single Outcome Agreement. This includes, for example, contributing to a modern, efficient transport

system within and around Aberdeen, and making Aberdeen a more attractive place to do business.

- 4.2 Environmental and sustainability issues associated with the Scheme were considered during the Environmental Impact Assessment of the proposed scheme as published in the 2007 Environmental Statement, and examined during the subsequent Public Local Inquiry (PLI) and with appropriate mitigation measures being confirmed within the Ministerial Decision Letter of 21st December 2009.

5. BACKGROUND/MAIN ISSUES

- 5.1 In accordance with the Memorandum of Understanding (MOU) Agreement made among the Scottish Ministers, Aberdeen City Council and Aberdeenshire Council (the funding partners) Aberdeen City Council is obliged to procure necessary contracts and services required to complete the AWPR Scheme.
- 5.2 Members should also be made aware that the Scottish Ministers have announced that the A90 Balmedie to Tippetty Dualling project will be procured alongside the Aberdeen Western Peripheral Route (AWPR) in a combined Non Profit Distributing (NPD) Model form of contract. These schemes have been developed separately through the statutory process. The two schemes are shown in Appendix 1.
- 5.3 In addition to the AWPR and Balmedie to Tippetty Dualling project the Scottish Ministers have indicated that they will consider the inclusion of some local authority transportation infrastructure projects in the contract to construct the AWPR and A90 Balmedie to Tippetty Dualling. The projects under consideration may consist of some, or all, of the following elements:

Aberdeen City Council Projects

- Access from the North Proposal (The Third Don Crossing) (subject to the decision of the Reporter following the recent Public Local Inquiry); and,
- A96(T) Dyce Drive Park and Choose and associated Link Road (Dyce).

Aberdeenshire Council Project

- A90(T) Aberdeen South Park and Choose (Schoolhill):

- 5.4 All the above listed projects are now collectively being referred to as 'The Aberdeen Western Peripheral Route and Associated Projects'.
- 5.5 Reference is made to the Minutes of the Enterprise Planning and Infrastructure Committee of 26 November 2009 (item 22) Report No EPI/09/123. This report discussed the arrangements for acceptance of

tenders in advance of the main AWPR construction works. Members should note that in the Minutes an additional recommendation (iv) was moved which states “that there would be no further tender for works until final approval for the AWPR had been announced by the Scottish Ministers”. It is understood that this is meant to be read in relation to the main AWPR construction works and not ancillary works required in advance of the main construction works contract being let.

AWPR Acceptance of Tenders

- 5.6 In light of the legal appeal by Messrs Walton & Fraser to the Outer House of the Court of Session in February 2011 and subsequent appeal by Mr Walton to the Inner House of the Court of Session (heard in December 2011) and the subsequent delays to the statutory approvals process, the following advance procurement of services have been implemented;
- Financial Advisors are being appointed through an OJEU procurement process (OJEU reference 2011/S 224-363754) by Transport Scotland for identified Non Profit Distributing (NPD) Transportation projects (currently the M8/M73/M74 Motorway Improvements Project). The scope of Services includes an option to provide financial advisory services for the AWPR scheme, subject to the resolution of the current legal challenge.
 - Legal Advisors are being appointed through the Scottish Government Legal Directorate’s existing Framework to provide advice on Transport Scotland’s NPD Model Projects. As with the procurement of financial advisory services (above) the scope of Services includes an option to provide advice for the AWPR, subject to the resolution of the current legal challenge.
- 5.7 Procuring a single set financial and legal advisors for all Transport Scotland NPD Model projects will ensure consistency of advice and ensure no delay in securing these appointments which will be required prior to commencing any construction works for the AWPR and its associated projects as soon as the legal issues surrounding the AWPR are resolved and the statutory process has been completed.
- 5.8 Pursuant to the decision of Elected Members of this Committee on 26 November 2009 (Article 22 refers) to suspend previous Standing Orders 75 & 76 and to delegate powers to the Corporate Directors for Enterprise, Planning & Infrastructure and Corporate Governance in consultation with the Head of Finance, Head of Legal & Democratic Services, and the Head of Procurement, in consultation with the Convenors of the Enterprise, Planning & Infrastructure and Finance & Resources Committees, OJEU Notices are (subject to approval per Standing Order 1(6)(b) as described in paragraph 5.10 below) soon to be issued for various advance services, namely;

- Non-invasive archaeological investigations (~£300,000)
 - Supplementary Ground Investigation (GI) (~£950,000)
- 5.9 The indicative value of these contracts is higher than previously estimated in November 2009 following a review of the current information available. The reasoning for this in respect of the non-invasive archaeological investigation is that there has been further consultation with Historic Scotland and that the scope of the works is now for the Aberdeen Western Peripheral Route and Associated Projects. With regard to the supplementary GI this is primarily due to land owner access difficulties such that some of the GI which was planned at that earlier date could not be carried out at that time. That outstanding GI will now be incorporated into the Supplementary GI.
- 5.10 At the time of writing, exemption from Standing Orders 1(6)(b) was being sought from the Chief Executive, Head of Finance, Head of Legal & Democratic Services and the Head of Procurement to allow the procurement of the non-invasive archeological and supplementary ground investigations to proceed.
- 5.11 Additionally, Elected Member approval is sought in this report for the commencement of procurement for the provision of bat mitigation measures (circa £40,000) at the former International School of Aberdeen site at Fairgirth, Milltimber. These mitigation measures involve the refurbishment of an existing adjacent building to create a suitable replacement habitat.
- 5.12 The commencement of the above procurements have been judged necessary to ensure the AWPR project is at an advanced stage of preparation which would subsequently allow the OJEU Competitive Dialogue procurement of the Main Works Contract of the AWPR (and associated projects) to commence as soon as possible following resolution of the current legal appeal.

Statutory process update

- 5.13 The Scottish Ministers announced, on 21st December 2009, their decision to proceed with the project and the relevant Schemes and Orders were approved by affirmative resolution of the Scottish Parliament on 3rd March 2010. The publication of the public notices on 26th March 2010 marked the start of a six week challenge period whereby any person aggrieved by the Scheme or Orders could, by application to the Court of Session, petition for the suspension of operation of, or the quashing of, the Scheme or Orders.
- 5.14 Following official publication in the Edinburgh Gazette, three challenges (one of which was subsequently withdrawn) were submitted by objectors to the Court of Session challenging the decision of Scottish Ministers to proceed with the AWPR project, and the making of the Schemes and Orders.

- 5.15 The appeals (one by Mr. William Walton acting for, and on behalf of, Road Sense and Mr & Mrs Fraser) were heard in the Outer House of the Court of Session before Lord Tyre at a 9 day hearing between 22 February 2011 and 7 March 2011.
- 5.16 On 11 August 2010 Lord Tyre published his judgment refusing the legal challenges submitted against the AWPR. Thereafter there was a 21 day period where relevant parties could lodge an appeal against the decision of Lord Tyre to the Inner House of the Court of Session (before three Court of Session judges).
- 5.17 On 31 August 2011 Transport Scotland received intimation from William Walton of his intention to appeal Lord Tyre's judgment to the Inner House of the Court of Session (before 3 judges). The appeal was lodged in the Court of Session on 1 September 2011. Mr & Mrs Fraser did not intimate their intention to appeal the decision of Lord Tyre.
- 5.18 The Scottish Ministers submitted a motion seeking urgent disposal of the appeal submitted by Mr Walton. This motion was granted by the Court of Session with early hearing dates set for 13 –16 December 2011.
- 5.19 As with the initial legal challenges, full and detailed responses on these issues were presented on behalf of the Scottish Government during the course of the hearing, setting out the basis on which the Scottish Government considers that the issues raised have not resulted in any error in law, and that the appeal should therefore be refused.
- 5.20 At this stage it is difficult to be precise about the timescale for a judgment to be issued. However it is likely that it will take a number of months, following on from the main Hearing, for a judgment to be issued. If the Inner House of the Court of Session disposes of all aspects of the current appeal by Mr. Walton then there is a 42 day period in which either party can lodge an appeal to the Supreme Court.
- 5.21 Having already seen this much needed scheme significantly held up due to the initial legal challenges, we must now await the decision of the Court with regard to this appeal before substantial progress can be made with the AWPR.

Main Issues

- 5.22 In accordance with Sections 4 and 5 of the Roads (Scotland) Act 1984 the Scottish Ministers entered into an Agreement with Aberdeen City Council and Aberdeenshire Council to promote the AWPR through a Memorandum of Understanding (MoU) Agreement dated 30 October 2003 (and subsequently updated in April 2007).

- 5.23 In accordance with the Memorandum of Understanding Agreement, Aberdeen City Council were appointed by the Scottish Ministers to act as their Agent under Section 4 of the Roads (Scotland) Act 1984 for the carrying out of any of the Scottish Minister's functions as trunks road authority in relation to the AWPR including responsibility for providing, or arranging for the provision of, all services in connection with the preparation, procurement and construction of the AWPR.
- 5.24 Internal Transport Scotland procedures state that for projects like the AWPR (i.e. Major Project, value in excess of £50M), an Investment Decision Making (IDM) Board supports Transport Scotland's Chief Executive in his/her decision on major capital and resource investment programmes.
- 5.25 As outlined above, as the AWPR is being promoted by Transport Scotland in partnership with Aberdeen City Council and Aberdeenshire Council, the function of an IDM Board on this Project is replaced by the AWPR Project Board which shall assume the main responsibilities of the IDM Board.
- 5.26 On the AWPR Project, the Project Board will have representation from the three Project Partners (Transport Scotland, Aberdeen City Council, Aberdeenshire Council) and will have executive decision making responsibility for all strategic direction, progress, policy, finance and procurement matters.
- 5.27 The AWPR Project Board, chaired by the Chief Executive of Transport Scotland, will consist of the following members:
- Transport Scotland Chief Executive }
 - Aberdeen City Council Chief Executive } Executive Board
 - Aberdeenshire Council Chief Executive }
- 5.28 In the event that one, or more, of the Executive Board members are unavailable, then the following post holders shall assume their executive decision making powers and responsibilities as nominated deputies (or other nominated Chief Officers such as Aberdeen City Council's Director of Enterprise, Planning & Infrastructure and Aberdeenshire Council's Head of Transportation as required).
- Transport Scotland: Director of Major Transport Infrastructure Projects
 - Transport Scotland: AWPR Projects Sponsor/Director
 - Aberdeen City Council: Head of Planning & Sustainable Development
 - Aberdeenshire Council: Director of Infrastructure Services
- 5.29 The Project Board is supported by an AWPR Project Team consisting of:

- Transport Scotland AWPR Project Manager
 - The appointed AWPR Managing Agent
 - Senior staff from the appointed multi-disciplinary consultancy (Jacobs UK Ltd)
- 5.30 The AWPR Project Team's role, which has no executive decision making powers, is to monitor progress and to project manage the delivery of the AWPR Project.
- 5.31 An overview summary diagram and a fuller description of the Project Board roles and responsibilities are given at Appendix 2 "Aberdeen Western Peripheral Route: Governance Overview Summary".
- 5.32 Whilst the underlying principles of governance are the same for the AWPR as for other Transport Scotland trunk road schemes, the partnership nature of the AWPR demands some adjustments to the normal Transport Scotland governance model.
- 5.33 As outlined above, an Executive Board consisting of the Chief Executives of the three partner organisations in their roles as Accountable Officers are proposed to be responsible for all major decisions which require to be mandated or undertaken by their respective parent organisations.
- 5.34 Subject to resolution of the current legal appeal the AWPR (and associated projects) Main Works Contract will be procured by Competitive Dialogue, with Economic Operators invited to participate in Competitive Dialogue being selected by means of a pre-qualification process. Participants will be required to demonstrate a clear transfer of risk to the private sector and value for money for the public sector in accordance with Non-Profit Distributing (NPD) principles.
- 5.35 In the NPD model, there is a partnership with a private sector provider, who finances, constructs and maintains an asset. The public sector then pays an annual charge over a 25-30 year period to the private sector provider from the revenue budget once the asset has been built. The NPD model seeks to transfer risk and exert private sector discipline during the construction phase of a project and throughout its lifetime, but without the excessive profits associated with past Private Finance Initiative (PFI) projects.
- 5.36 The Competitive Dialogue (CD) process is divided into four stages: pre (up to issue of) OJEU Contract Notice, an Invitation to Participate in Dialogue (ITPD); the Dialogue Period (DP) itself; and final negotiations and contract close. All NPD projects are required to go through an Independent Project Assurance Model (IPAM) at certain pre-defined points during the procurement (based on the competitive dialogue process), namely:
- IPAM 1 – Pre Official Journal European Union (OJEU)

- IPAM 2 – Pre Invitation to Participation in Dialogue (ITPD)
 - IPAM 3 – Pre Close of Dialogue
 - IPAM 4 – Pre Award
- 5.37 IPAM reviews are short, focused reviews of a programme or project that occur at key decision points in a project(s) lifecycle. They are conducted by a team of experienced practitioners, independent of the AWPR Managing Agency team, and drawn from, or on behalf of, the Scottish Futures Trust (SFT) who play a key role in advising Scottish Ministers on major investment decisions.
- 5.38 Within the context of Aberdeen City Council, this report seeks Elected Member approval for the Chief Executive (subject to resolution of the current legal issues surrounding the AWPR), or her nominated representatives, to be authorised to accept the outcomes of IPAM reviews 1, 2 and 3 and to provide for or arrange for the provision of, all services in connection with the preparation, procurement and construction of the AWPR without further recourse to Elected Members.
- 5.39 The outcome of IPAM 4 (Pre Competitive Dialogue Contract Award) review shall be placed before Elected Members of both Aberdeen City and Aberdeenshire Councils at the appropriate juncture.
- 5.40 A flowchart diagram of the Competitive Dialogue process interwoven with the IPAM Review process can be found at Appendix 3.
- 5.41 The Project Board will meet three times a year or at more frequent intervals as is required to comply with both governance and project management requirements. In exceptional circumstances, Executive Board members – or their nominated deputies – will be able to take decisions by written procedure, subject to homologation at the next subsequent Project Board meeting.

6. IMPACT

Corporate - The AWPR will provide access to the Park & Ride and rail freight transfer sites around the periphery of Aberdeen and improve access to national and European transport networks, reducing the peripherality of the Aberdeen City and Shire. It will remove traffic from unsuitable rural and urban roads in and around Aberdeen and will improve road safety. By cutting congestion it will reduce journey times and improve journey time reliability.

Public - The AWPR will provide a boost to the north-east economy increasing business and tourism opportunities. It is estimated that the road will generate total additional income in the North East of more than £6.33 billion and employment of 14,220 over the 30-year assessment period.

In terms of tourism, it is estimated that there will be a 5 per cent increase in sales and a 2.5 per cent reduction in costs five years after the scheme's completion. It is estimated that, over the same timescale, there will be a reduction in costs of greater than 3 per cent in the haulage and distribution sector. In addition, it is estimated that the AWPR will reduce costs in the oil and gas sector by 2 per cent.

7. BACKGROUND PAPERS

[Ministerial Statement by John Swinney MSP to the Scottish Parliament, 13th January 2010 \(Col 22642 – 22647\)](#)

[Scottish Spending Review 2011 and Draft Budget 2012-13](#)

8. REPORT AUTHOR DETAILS

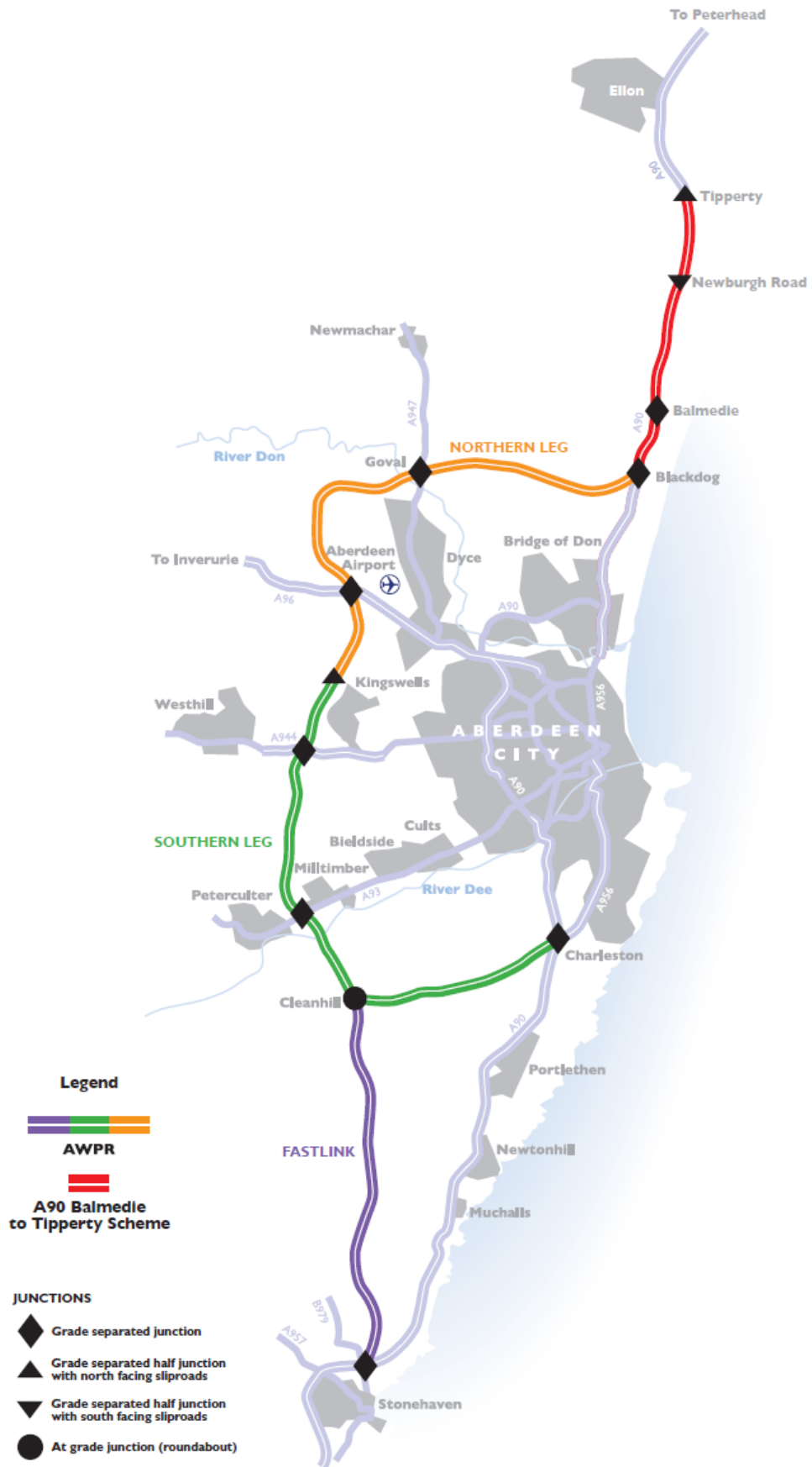
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AWPR Managing Agent Team

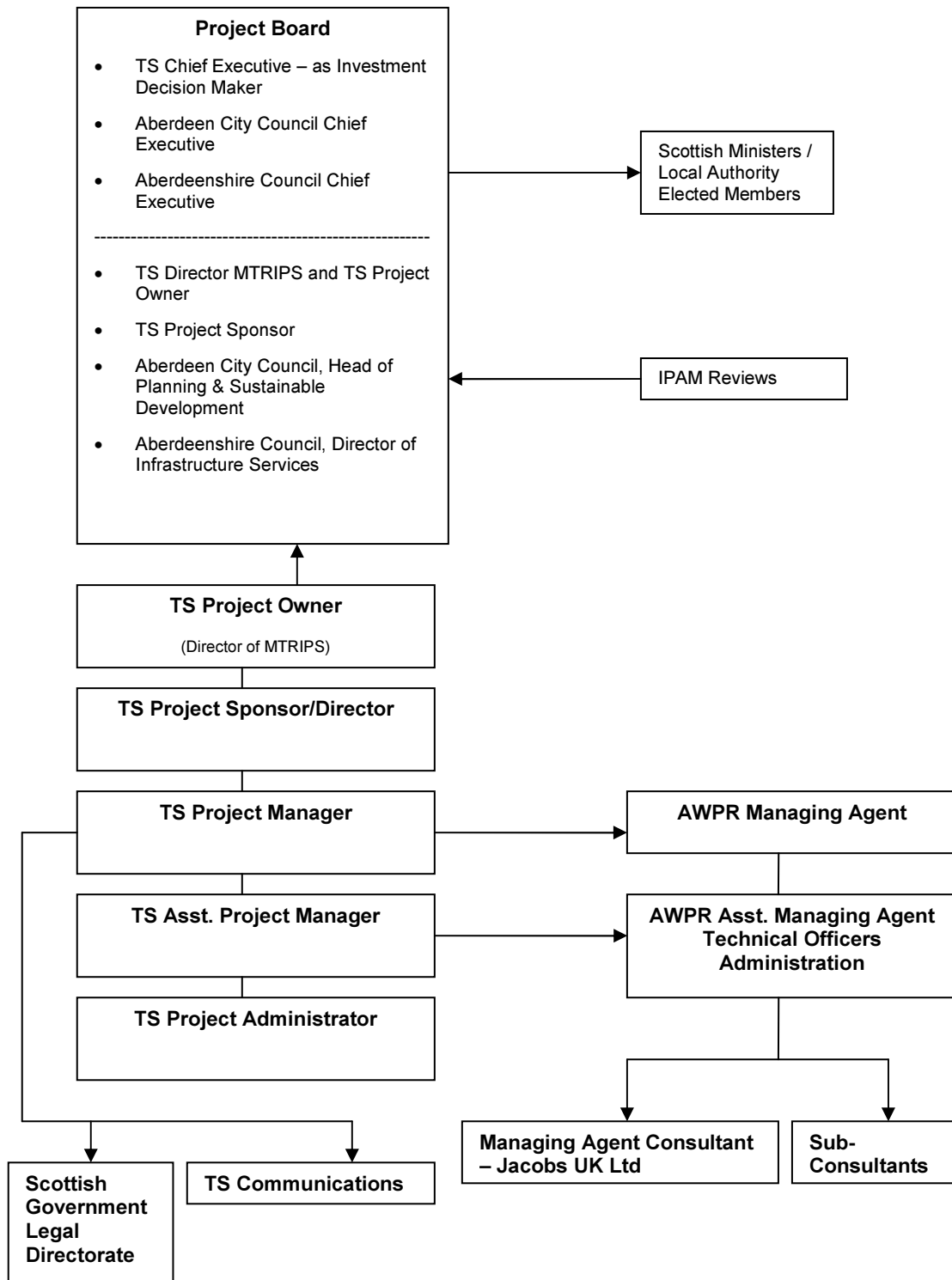
 awilliams@aberdeencity.gov.uk

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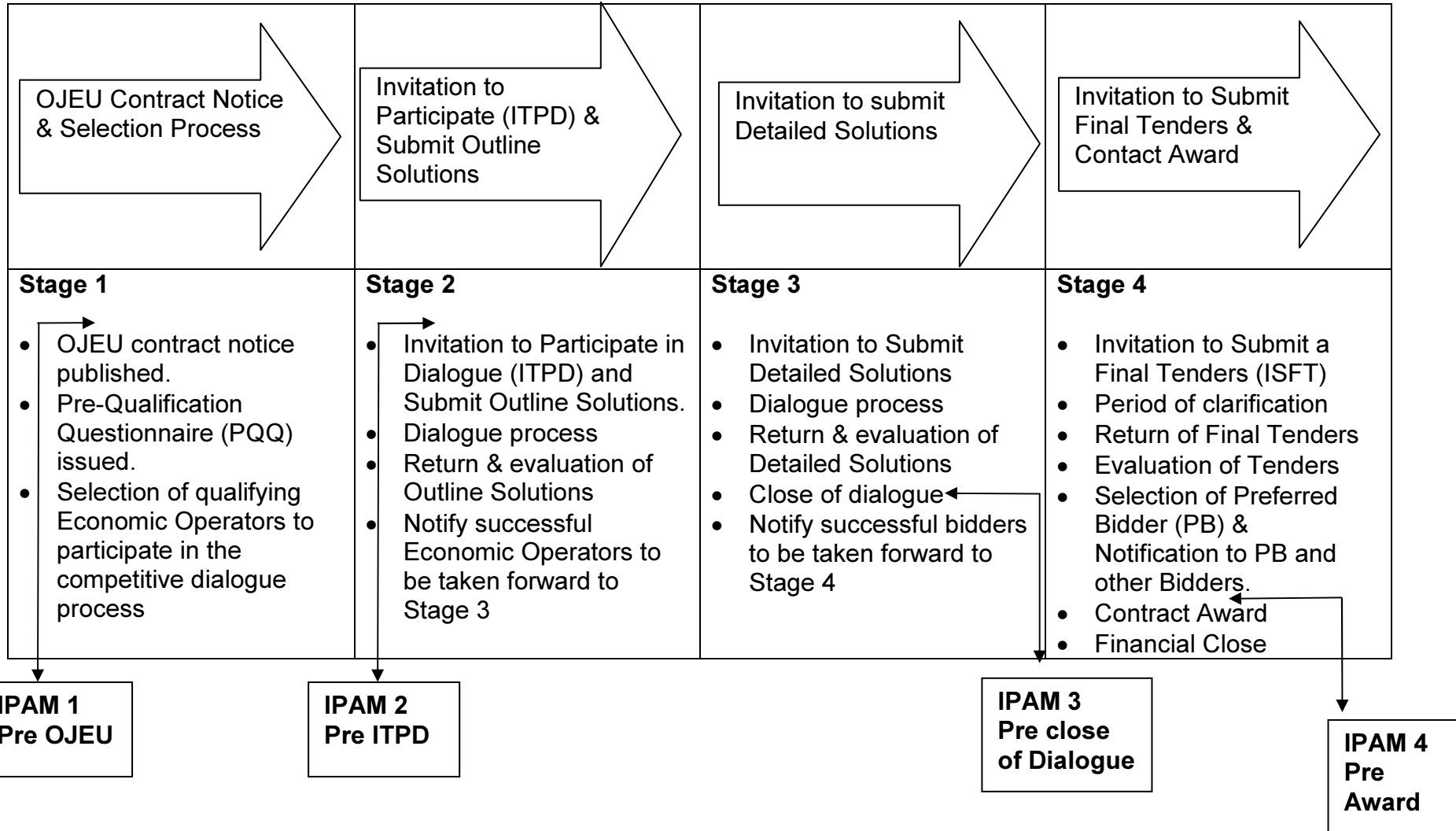
Appendix 1: AWPR & A90 Balmedie to Tipperty Dualling Improvement



Appendix 2: AWPR Governance Overview Summary



Appendix 3: Timeline, IPAM Review Points and Competitive Dialogue (CD) Procurement Process



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