

# Public Document Pack



To: Councillor Crockett, Convener; Councillor Milne, Vice-Convener; and Councillors Allan, Boulton, Corall, Cormie, Delaney, Finlayson, Grant, Jaffrey, MacGregor, McCaig, Jean Morrison MBE, Thomson and Yuill.

Town House,  
ABERDEEN 21 August 2013

## **ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE**

The Members of the **ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE** are requested to meet in Committee Room 2 - Town House on **THURSDAY, 29 AUGUST 2013 at 2.00 pm.**

JANE G. MACEACHRAN  
HEAD OF LEGAL AND DEMOCRATIC SERVICES

### **BUSINESS**

#### **1 REQUESTS FOR DEPUTATIONS**

There are none at present.

#### **2 DETERMINATION OF EXEMPT ITEMS OF BUSINESS**

2.1 Members are Requested to Resolve that any Exempt Business on this Agenda be Considered with the Press and Public Excluded

#### **3 MINUTES AND REFERRALS**

3.1 Minute of Previous Meeting of 21 May 2013 (Pages 1 - 16)

3.2 Environmental Policy Monitoring Group - Report Recommends Referral from the Housing and Environment Committee (Pages 17 - 20)

## **4 MOTIONS**

### 4.1 Notice of Motion by Councillor Malone - Earlsark Drive

“With reference to the petition received from 108 residents expressing their dismay at the poor condition of Earlsark Drive Bieldside: Request that the section of Earlsark Drive, Bieldside from number 1 – 22 be resurfaced. This to be funded from the 600k under spend in the general fund.”

### 4.2 Notice of Motion by Councillor McCaig - 2014 Scottish Golf Open

Aberdeen City Council welcomes the announcement that the 2014 Scottish Open is to be staged at Royal Aberdeen in 2014 and looks forward to working with partners to ensure that this opportunity to promote Aberdeen on an international stage is not missed.

### 4.3 Motion by Councillor Malone - Review of Rural Speed Limits (Pages 21 - 54)

### 4.4 Motion by Councillor Malone - Flood Management - Flood Guard Grant Scheme (Pages 55 - 58)

### 4.5 Joint Motion by Councillors Kiddie and Cormie - Union Bridge - Suicide Prevention Measures (Pages 59 - 72)

## **5 FINANCE**

### 5.1 Capital Monitoring - Infrastructure Projects (Pages 73 - 78)

### 5.2 2013-14 Revenue Budget Monitoring (Pages 79 - 88)

## **6 ENTERPRISE**

### 6.1 Twinning & International Partnerships (Pages 89 - 102)

### 6.2 KIMO Annual General Meeting 2013 (Pages 103 - 108)

### 6.3 Enterprising Academies (Pages 109 - 134)

## **7 PLANNING AND SUSTAINABLE DEVELOPMENT**

### 7.1 Flood Risk Management - Scotland Act 2009 - Delegation of Decision Making Powers to Council Office (Pages 135 - 142)

- 7.2 Funding Internal Audit Update and Attendance at Overseas Exhibitions & Events (Pages 143 - 150)
- 7.3 Strategic and Local Transportation Projects Update Report (Pages 151 - 176)
- 7.4 Supplementary Guidance - Low and Zero Carbon Buildings (Pages 177 - 200)

## **8 INFRASTRUCTURE**

### **PROPOSED TRAFFIC ORDERS COMING TO THE COMMITTEE FOR THE FIRST TIME**

- 8.1 Various Small Scale Traffic Management and Development Associated Proposals (New Works) (Pages 201 - 232)

### **TRAFFIC ORDERS AT THE FINAL STAGE (WHERE THE MAIN STATUTORY OBJECTION PERIOD IS OVER)**

- 8.2 Traffic Orders at the Final Stage (Pages 233 - 268)
- 8.3 Market Street/Guild Street Junction - Rationalisation of Turning Movements to Improve Capacity (Pages 269 - 276)

### **OTHER INFRASTRUCTURE, ROADS AND PARKING ISSUES**

- 8.4 Obstructions - Commercial Waste Bins (Pages 277 - 284)
- 8.5 Asset Management Plans Update 2013 (Pages 285 - 342)
- 8.6 Review of 20mph Advisory Zones (Pages 343 - 372)
- 8.7 Speed Limit Review - A944 Westhill to Hazlehead/Skene Road as a Result of the West Huxterstone, Kingswells Development and the A93 from Bieldside to Miltimber (Pages 373 - 384)
- 8.8 Area Around Hill of Rubislaw - Parking Review (Pages 385 - 400)
- 8.9 Green Badge Parking Spaces (Pages 401 - 416)
- 8.10 Roads Winter Service Plan 2013 - 14 (Pages 417 - 424)

**9 COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST**

9.1 Committee Business Statement (Pages 425 - 438)

9.2 Motions List (Pages 439 - 446)

**10 ITEMS WHICH THE COMMITTEE MAY WISH TO CONSIDER IN PRIVATE**

10.1 School and Social Work Transport Procurement 2014 (Pages 447 - 452)

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## ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

ABERDEEN, 21 May 2013. Minute of Meeting of the ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE. Present:- Councillor Crockett, Convener (from item 3.1 (article 4)); Councillor Milne, Vice-Convener; and Councillors Allan, Boulton, Corall, Cormie, Delaney, Finlayson, Grant, Jaffrey, Kiddie (as substitute for Councillor MacGregor for items 1 to 3.2 (articles 1 to 5 refer)), MacGregor from item 4.1 (article 6)), McCaig, Jean Morrison MBE, Thomson, Young (as substitute for the Convener for items 1 to 2.1 (articles 1 to 3 refer)) and Yuill.

Also in attendance:- Councillor Kiddie (for article 6 and Councillor Jennifer Stewart (for article 5).

**The agenda and reports associated with this minute can be found at:-**  
**<http://councilcommittees/ieListDocuments.aspx?CId=140&MId=2526&Ver=4>**

**Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.**

### ANNOUNCEMENTS

1. The Committee heard from Dr Maggie Bochel, who advised that Tesco had withdrawn its legal challenge to the Aberdeen Local Development Plan which zoned a site close to its Rousay Drive store for retail development.

**The Committee resolved**:-  
to note the information provided.

### MATTER OF URGENCY

**The Convener intimated that he had directed in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973, that the following item of business be considered as a matter of urgency as the information required to be considered at this time was related to the annual process for reviewing the progress of Aberdeen Exhibition and Conference Centre.**

### ABERDEEN EXHIBITION AND CONFERENCE CENTRE ANNUAL REVIEW - PRESENTATION

2. The Committee received a PowerPoint presentation from Mr Brian Horsburgh, Managing Director and Mr Graeme Cumming, Finance Director, both Aberdeen Exhibition and Conference Centre in relation to the annual review of the Centre.

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The Committee were provided with information relating to (a) the history and developments of the centre; (b) business and economic impact growth; (c) the events and exhibitions which the centre hosts at present; and (d) the financial position and future of the centre.

Members of the Committee asked questions and received responses from Mr Horsburgh and Mr Cumming.

**The Committee resolved:-**

to thank Mr Horsburgh and Mr Cumming for their presentation.

### **DETERMINATION OF EXEMPT ITEMS OF BUSINESS**

3. Prior to considering the matters before the Committee, the Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting for articles 26 and 27 so as to avoid disclosure of exempt information of the class described in paragraph 6 (article 26), and paragraphs 6 and 10 (article 27) of Schedule 7(A) to the Act.

**At this juncture the Convener assumed the Chair for the duration of the meeting.**

### **MINUTE OF PREVIOUS MEETING OF 19 MARCH 2013**

4. The Committee had before it the minute of its previous meeting of 19 March, 2013.

With reference to article 35 of the minute (Review of Charges for Street Occupations), the Committee heard Mr Hugh Murdoch, Head of Service for Asset Management and Operations explain that there was a consistent approach to skip permit surcharging across Scotland which was governed through the office of the Scottish Road Works Commissioner. He suggested that the Committee may wish to consider retaining the charge as previously recommended by officers.

**The Committee resolved:-**

- (i) to suspend Standing Order 22 to enable it to revoke the decision taken at article 35 of the minute on the skip permits surcharge, and to agree that the charge remain at £120; and
- (ii) to otherwise to approve the minute.

### **HILL OF RUBISLAW, RUBISLAW QUARRY - REFERRAL FROM DEVELOPMENT MANAGEMENT SUB COMMITTEE OF 18 APRIL 2013**

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5. With reference to article 3 of the minute of meeting of the Development Management Sub-Committee of 18 April 2013, the Committee had before it a request to consider designating the area surrounding the Hill of Rubislaw office development as a controlled parking zone to alleviate pressures on residential parking likely to be caused by the development.

Councillor Jennifer Stewart as local member addressed the Committee under Standing Order 32, providing background information relating to the application and suggesting that the Committee request officers to prepare a further report on a proposed controlled parking zone for the area.

**The Committee resolved:-**

to instruct officers to submit a report on the possibility of introducing a controlled parking zone in the Hill of Rubislaw area.

**NOTICE OF JOINT MOTION BY COUNCILLORS KIDDIE AND CORMIE - UNION BRIDGE - EPI/13/100**

6. In terms of Standing Order 21, the Committee had before it the following joint motion by Councillors Kiddie and Cormie which had been referred from Council at its meeting on 1 May, 2013:-

“In view of recent tragedies, that Council consults the NHS, Police Scotland - Aberdeen City Division and the Samaritans and calls for a report thereafter on possible measures to prevent access to the parapet of Union Bridge, which may involve placing decorative spikes, which would in turn require consultation with Historic Scotland given the bridge’s listed status.”

The Committee had before it a background report by the Director of Enterprise, Planning and Infrastructure which provided information and details relating to the notice of motion.

Councillors Kiddie and Cormie formally moved their joint motion and explained the rationale behind their request.

**The Committee resolved:-**

to instruct officers to submit a full report to the next meeting on the terms of the motion, and to include reference to the measures which have been taken by other local authorities facing similar issues.

**NOTICE OF MOTION BY COUNCILLOR MALONE - EARLSPARK DRIVE**

7. In terms of Standing Order 21, the Committee had before it the following motion by Councillor Malone:-

“With reference to the petition received from 108 residents expressing their dismay at the poor condition of Earlsparck Drive Bieldside: Request that the

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section of Earlspeak Drive, Bieldside from number 1 – 22 be resurfaced. This to be funded from the 600k under spend in the general fund.”

**The Committee resolved:-**

to defer consideration of this item until the next meeting of the Committee in terms of Standing Order 21(4).

**NOTICE OF MOTION BY COUNCILLOR MALONE - FLOOD GUARDS**

8. In terms of Standing Order 21, the Committee had before it the following motion by Councillor Malone:-

"In view of the recent floods experienced by many households throughout the city, I request that we follow the good practice of other local authorities by supplying affected households with appropriate floor guards that should have a useable life of around 15-25 years, instead of sandbags. I recognise that this would mean a change in policy, therefore I would request that officers report back to the appropriate committee with a report comparing the labour costs etc"

**The Committee resolved:-**

to suspend Standing Order 21(4) on the basis that Councillor Malone had indicated that she did not wish the motion to be deferred in her absence, and to instruct officers to submit a report on the terms of the motion to the next meeting of the Committee.

**MOTION BY COUNCILLOR THOMSON - CONSULTATIONS OVER APPLICATIONS TO REMOVE PROTECTED TREES - EPI/13/062**

9. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the implications of introducing a system of neighbour notification of applications by private individuals to remove protected trees.

**The report recommended:-**

to maintain the existing arrangements for consultation.

**The Committee resolved:-**

- (i) to instruct officers to undertake a six month trial period of notifying neighbours when an application is submitted by private individuals for tree removal which falls within either a TPO or Conversation area category by placing a notice on the nearest lamppost; and
- (ii) to monitor the workload impact of this initiative, as well as the number of representations received, and to report back to the Committee following the trial period.



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**MOTION BY COUNCILLOR MALONE - REVIEW OF RURAL SPEED LIMITS AT COUNTESSWELLS, BAILLIESWELLS AND BLACKTOP AREA AND REVIEW OF RURAL SPEED LIMITS - EPI/13/083**

10. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure, which responded to the motion by Councillor Malone to review the speed limits at Countesswells, Baillieswells and Blacktop area and to review rural speed limits.

**The report recommended:-**

that the Committee –

- (a) note the content of this report and that officers have undertaken the review/assessment in line with Scottish Government and Department for Transport guidance; and
- (b) agree that no further action should be taken with regard to the implementation of a lower speed limit.

**The Committee resolved:-**

to defer consideration of this item until the next meeting of the Committee in Councillor Malone's absence.

**CAPITAL MONITORING - ENTERPRISE, PLANNING AND INFRASTRUCTURE PROJECTS - EPI/12/295**

11. The Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the Head of Finance, which provided (a) an update on the capital spend in 2012/13 for the Enterprise, Planning and Infrastructure projects included within the Non-Housing Capital Programme; and (b) background information on the new projects included within the five year Capital Programme.

**The report recommended:-**

that the Committee note the current position and legally committed carry forwards.

**The Committee resolved:-**

to approve the recommendation.

**TWINNING AND INTERNATIONAL PARTNERSHIPS - EPI/13/066**

12. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval of applications for financial assistance from the International Twinning Budget 2013/14.

**During consideration of the item, Councillor Corall declared a non-pecuniary interest by virtue of his membership of the Town and County History Society but did not consider it necessary to leave the meeting.**

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**The report recommended:-**

that the Committee approve the following applications –

- (a) £2,000 contribution towards the visit of Regensburg Town and County History Society to Aberdeen Town and County History Society on an educational and cultural exchange, Aberdeen, 24 to 29 September 2013;
- (b) £2,000 contribution to accept the invitation for an Aberdeen Jazz Group to perform and participate in 'Jazz en Tête', Clermont-Ferrand, 20th to 24 October 2013;
- (c) £3,740 contribution towards the exploratory visit to Regensburg and reciprocal visit to Aberdeen to develop the 100 Word Project promoting the Bavarian and Doric Language, Aberdeen and Regensburg between August 2013 and March 2014;
- (d) £1,180 contribution towards sending an Aberdeen delegation to Clermont-Ferrand to participate in the Artogue Artist Exhibition and to continue developing strong cultural and economic links between the cities, Clermont-Ferrand, 3 to 7 June 2013;
- (e) £2,900 contribution towards hosting a music group from Gomel to participate in the Aberdeen International Youth Festival and fund-raising events for the Friends of Gomel, Aberdeen, 25 July to 4 August 2013;
- (f) £2,050 contribution towards a music group from Stavanger to participate in the Re-Opening Ceremony for Duthie Park and Torry Lighthouse Festival, 28 June to 1 July 2013;
- (g) £2,900 contribution towards a group from Regensburg to participate in Tartan Day, 26 to 28 July 2013;
- (h) £5,000 contribution towards the River Don/Sustainable Urban Rural Fringes Exhibition and project initiatives with Regensburg, Aberdeen, 3 to 8 September 2013; and
- (i) £1,600 contribution towards the cost of sending up to three Aberdeen City Council Officers to conduct an exploratory visit of 'Mini Regensburg', Regensburg, 5 to 9 August 2013.

**The Committee resolved:-**

- (i) that officers consider including Doonies Farm as part of the programme of visits by Regensburg Town and County History Society; and
- (ii) to otherwise approve the recommendations.

**UPDATE ON EU FUNDING, NORTH SEA COMMISSION AND THE CONFERENCE OF PERIPHERAL AND MARITIME REGIONS - CG/13/019**

**13.** The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the Council's activities associated with the North Sea Commission and the Conference of Peripheral and Maritime Regions.

**The report recommended:-**

that the Committee –

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- (a) approve the Leader of the Council submitting a nomination for membership of the Board of Energy Cities and the City's bid to host the Energy Cities Annual Conference in 2015;
- (b) approve both Member and officer travel and attendance at relevant NSC, CPMR General Assemblies and thematic group meetings for 2013/14 and officer travel to European Project development meetings within Europe Member States in 2013/2014;
- (c) note the European promotional activities which will be undertaken and approves travel 2013/14;
- (d) approve, in principle, the Council's participation in the following European/ Lottery projects subject to detailed reports back in each case for final approval
  - HESTON – Landfill Gas to Hydrogen;
  - HYACINTH – Hydrogen Public Acceptance Initiative;
  - ClearGEN – Hydrogen 1 MW Fuel Cell project for district heating;
  - Care North 2;
  - Coastal Communities (Torry – Nigg Bay) Solar Project;
- (e) approve a financial contribution of up to £5000 from current budgets to Aberdeenshire Council to host the NSC General Assembly in June 2014; and
- (f) approve the Council's additional match funding by £39,098.00 from current Service budgets for the HyTrEc (Hydrogen Transport Economy for the North Sea Programme) project.

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

- (i) that officers also consider Cove as a location for the Coastal Communities Solar Project; and
- (ii) to otherwise approve the recommendations.

## **STRATEGIC AND LOCAL TRANSPORTATION PROJECTS UPDATE REPORT - EPI/13/074**

**14.** The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the progress of various strategic and local transportation projects within Aberdeen City and the wider area.

### **The report recommended:-**

that the Committee –

- (a) note the contents of this report;
- (b) endorse development through Nestrans including Board decisions and the 2013/14 programme of works;
- (c) agree that the Head of Planning and Sustainable Development, in consultation with the Convener and Vice-Convener of this Committee, submit a response to the draft Regional Transport Strategy and supporting documents to Nestrans during the formal consultation period on behalf of Aberdeen City Council, for ratification by this Committee in September; and

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- (d) agree to make electric vehicle charging free to the public, initially until the end of 2014, and to review this position in March 2014, when usage and costs to date will be reported back to the Committee.

**The Committee resolved:-**

to approve the recommendations.

**FIRST ANNUAL MONITORING PROGRESS REPORT ABERDEEN OPEN SPACE STRATEGY 2011-2016 - EPI/13/092**

**15.** With reference to article 28 of the minute of meeting of 13 September 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided details of the progress on the Aberdeen Open Space Strategy since its adoption in September 2011.

**The report recommended:-**

that the Committee –

- (a) note the progress made in delivering the Open Space Strategy against the indicators provided in chapter 7 of the Strategy; and
- (b) approve the first annual monitoring progress report of the Aberdeen Open Space Strategy attached as Appendix 1.

**The Committee resolved:-**

- (i) that officers consider all small parks and other open spaces in delivering the Open Space Strategy; and
- (ii) to otherwise approve the recommendations.

**CONSULTATION ON NATIONAL PLANNING FRAMEWORK 3 AND SCOTTISH PLANNING POLICY - EPI/13/098**

**16.** The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought delegated authority to approve the Council's response to the Scottish Government's consultations on the National Planning Framework 3 and Scottish Planning Policy.

**The report recommended:-**

that the Committee agree that delegated authority be given to the Head of Planning and Sustainable Development to approve the Council's response to the Scottish Government consultations on NPF3 and SPP, following agreement with the Convener and Vice Convener of this Committee.

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**The Committee resolved:-**

- (i) that officers be instructed to circulate the draft response to the Scottish Government's consultations to members of the Committee; and
- (ii) to otherwise approve the recommendation.

**SUPPLEMENTARY GUIDANCE - LOW AND ZERO CARBON BUILDINGS - EPI/13/094**

17. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval of Supplementary Guidance for Low and Zero Carbon Buildings for public consultation. The draft supplementary guidance was contained in an appendix to the report.

**The report recommended:-**

that the Committee agree the Draft Supplementary Guidance for public consultation.

**The Committee resolved:-**

to approve the recommendation.

**ABERDEEN LOCAL DEVELOPMENT PLAN POLICY ON AFFORDABLE HOUSING REQUIREMENTS FOR NEW DEVELOPMENT - EPI/13/093**

18. With reference to article 18 of the minute of meeting of 22 January 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined new methodology for calculating commuted payments and highlighted the impact of a new methodology prior to any external consultation.

**The report recommended:-**

that the Committee –

- (a) agree for officers in Planning and Sustainable Development to consult on the proposed amendment to the methodology for calculating commuted payments. Results of the consultation will be reported back to the 29 August Enterprise Planning and Infrastructure Committee; and
- (b) support, in principle, the allowance of a mix of on-site delivery and commuted payments to help deliver affordable housing on development sites.

**The Committee resolved:-**

to approve the recommendations.

**ADOPTION OF SUPPLEMENTARY GUIDANCE IN SUPPORT OF THE LOCAL DEVELOPMENT PLAN - GRANDHOME DEVELOPMENT FRAMEWORK - EPI/13/060**

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19. With reference to article 24 of the minute of the previous meeting of 19 March 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the results of the Grandhome Development Framework consultation, presented a summary of the representations received and officers' responses to these representations and detailed any resulting action from this.

**The report recommended:-**

that the Committee –

- (a) note the representations received on the draft Grandhome Development Framework Supplementary Guidance document;
- (b) approve Appendix 1, which includes officers' responses to representations received and any necessary actions; and
- (c) agree for officers to send the requested finalised Supplementary Guidance document to be ratified by the Scottish Government.

The Convener, seconded by the Vice-Convener moved:-

that the recommendations contained within the report be approved.

Councillor Delaney, seconded by Councillor Yuill moved as an amendment:-

that in addition to approving the recommendations, that the Committee request the Education, Culture and Sport Committee to defer consideration of any proposed merger of Middleton Park Primary and Glashieburn Primary schools until the first of the new schools had opened.

On a division, there voted:- for the motion (8) – the Convener, the Vice Convener and Councillors Allan, Boulton, Finlayson, Grant, Jean Morrison MBE and Thomson; for the amendment (7) – Councillors Corall, Cormie, Delaney, Jaffrey, MacGregor, McCaig and Yuill.

**The Committee resolved:-**

to adopt the motion.

### **VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (NEW WORKS) - EPI/13/084**

20. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure relating to various small scale traffic management measures identified by officers, residents, local members, emergency services, etc and verified as necessary through surveys by officers. The report also outlined proposals associated with new developments as part of the development management process. Finally, the report included 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.

The report related to proposals at the following locations in the city:-

- Proposals to be funded from Cycling, Walking and Safer Streets budget -

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Charleston Road;  
Provost Graham Avenue;  
Riverside Drive;

- Proposals to be funded by Nestrans -  
New access road and turning circle to the west of Dyce Railway Station that will serve the Service 80 Dyce Shuttle Bus;
- Proposals to be funded from the Air Quality Action Plan budget –  
Marischal Street proposed car club parking bays;  
Golden Square proposed car club parking bay;
- Proposals to be funded by the developer/business -  
Trinity Street;  
Church Street, Footdee;  
Minto Drive;  
Hilton Avenue;
- Proposals to be funded from the Disabled Parking Revenue budget -  
Various On-Street Parking (20 spaces);  
Various Off-Street Parking (5 spaces).

**The report recommended:-**

that the Committee –

- (a) approve the proposals in principle;
- (b) instruct the appropriate officers to commence the necessary legal procedures of preliminary statutory consultation for the traffic regulation orders required as described in the report. If no significant objections were received, then progress with the public advertisement and report the results to a future meeting of this Committee; and
- (c) instruct the appropriate orders 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.

**The Committee resolved:-**

to approve the recommendations.

**PROPOSAL TO INTRODUCE A LENGTH OF REGULATORY 40MPH SPEED LIMIT ON THE C128C KINGSWELLS TO CULTS ROAD - EPI/13/038**

21. With reference to article 29 of the minute of the previous meeting of 19 March 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided details of the Aberdeen City Council (Route C128C, Aberdeen) (40mph Speed Limit) Order at the final statutory stage. The public notice was attached as an appendix.

**The report recommended:-**

that the Committee agrees that no further action should be taken with regard to the implementation of a lower speed limit and therefore abandons the proposal to introduce

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a 40mph speed limit on the length of the C128C between its junctions with the A944 Kingswells Roundabout and Blacktop Road.

Councillor McCaig, seconded by Councillor Corall moved:-  
that the recommendations contained within the report be approved.

Councillor Boulton, seconded by Councillor Delaney moved as an amendment:-  
that the Committee agrees that the Council proceeds with the proposal to introduce a length of regulatory 40mph speed limit on the C128C 'Kingswells to Cults' Road, between its junctions with the A944 Kingswells Roundabout and the Blacktop Road and agree that the order be made; and that the 'vehicle activated signs' in the area be retained.

On a division, there voted:- for the motion (5) – Councillors Corall, Cormie, Jaffrey, MacGregor and McCaig; for the amendment (10) – the Convener, the Vice-Convener and Councillors Allan, Boulton, Delaney, Finlayson, Grant, Jean Morrison MBE, Thomson and Yuill.

**The Committee resolved:-**  
to adopt the amendment.

### **TRAFFIC ORDERS AT THE FINAL STAGE OF THE STATUTORY PROCESS - EPI/13/085**

**22.** The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised of the outcome of the final statutory stage of the follow 20 traffic orders and presented objections which had been received where relevant in each case:-

- (1) The Aberdeen City Council (ABZ Business Park, Dyce, Aberdeen) (Prohibition of Waiting) Order;
- (2) The Aberdeen City Council (Foresterhill Road, Aberdeen) (20mph speed limit) Order;
- (3) The Aberdeen City Council (Kingswood Drive, Kingswells, Aberdeen) (Prohibition of Waiting) Order;
- (4) The Aberdeen City Council (Regent Walk, Aberdeen) (Prohibition of Waiting) Order;
- (5) The Aberdeen City Council (Burnside Road/ Wellheads Road, Aberdeen) (Prohibition of Waiting) Order;
- (6) The Aberdeen City Council (Palmerston Place, Aberdeen) (Prohibition of Waiting) Order;
- (7) The Aberdeen City Council (A944/ C89C/ C128C/ Kingswells Causeway, Aberdeen) (Traffic Management and 40mph Speed Limit) Order;
- (8) The Aberdeen City Council (Access Road linking Hazledene Road to Countesswells Road, Aberdeen) (Prohibition of Driving) Order;
- (9) The Aberdeen City Council (Palmerston Area, Aberdeen) (On-Street Car Club Parking Spaces) Order;



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- (10) The Aberdeen City Council (South College Street, Aberdeen) (Traffic Management) Order;
- (11) The Aberdeen City Council (Auchinyell Gardens/ Garthdee Drive, Aberdeen) (Prohibition of Waiting) Order;
- (12) The Aberdeen City Council (Broadfold Road, Aberdeen) (Prohibition of Waiting) Order
- (13) The Aberdeen City Council (Riverside Drive/ Car Park serving Duthie Park, Aberdeen) Order;
- (14) The Aberdeen City Council (Eday Road/ Swannay Road, Aberdeen) Prohibition of Waiting) Order;
- (15) The Aberdeen City Council (Gray Street, Aberdeen) (Prohibition of Waiting) Order;
- (16) The Aberdeen City Council (Access Road serving 17-21 Justice Street, Aberdeen) (Prohibition of Waiting) Order;
- (17) The Aberdeen City Council (Mill Court/ Station Road, Woodside, Aberdeen) (Prohibition of Waiting) Order;
- (18) The Aberdeen City Council (Various Citywide Traffic Management Measures) (No 1) Order;
- (19) The Aberdeen City Council (Disabled Persons Parking Places in Aberdeen) (Regulatory Parking Places) (No 1) Order; and
- (20) The Aberdeen City Council (Disabled Persons Parking Places in Aberdeen) (Regulatory Parking Places) (No 2) Order.

### **The report recommended:-**

- (a) in relation to The Aberdeen City Council (Various Citywide Traffic Management Measures) (No 1) order 201(X), overrule the objections received and approve this order be made as originally envisaged, albeit in the case of Balmoral Terrace modified with the extent of the originally proposed prohibition of waiting reduced in length; and
- (b) approve the orders that did not attract objections, and that all the orders be made and implemented accordingly.

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

to approve the recommendations, subject to deferring consideration of the Aberdeen City Council (Kingswood Drive, Kingswells, Aberdeen) (Prohibition of Waiting) Order until the next meeting of the Committee to enable further information to be provided.

## **WINTER MAINTENANCE OPERATIONS 2012 - 2013 - EPI/13/099**

**23.** The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an overview of the strategy that the roads services operated throughout the City during the winter of 2012/13 and explained that the Council budget for 2012/13 for winter maintenance was £1.512M although the final cost was £1.986M.

**ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE**  
21 May 2013

**The report recommended:-**

that the Committee -

- (a) note the contents of the report;
- (b) instruct officers to continue the comparison with other similar urban authorities winter services operations, both in terms of operation and cost;
- (c) incorporate, within the Winter Services Plan for 2013-2014, those recommendations in Section 13 of the Well Maintained Highways and any other relevant documentation not already included within the Winter Services Plan 2012-2013; and
- (d) report back to Committee in August, 2013 with the updated Winter Services Plan.

**The Committee resolved:-**

- (i) to approve the recommendations; and
- (ii) to thank the staff for their work during the winter maintenance operations in 2012/13, a difficult winter for all concerned.

**COMMITTEE BUSINESS STATEMENT**

**24.** 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 3 (Aberdeen Western Peripheral Route – Progress Report), item 7 (Newhills Avenue) and item 19 (Delivering Transformational Change in Asset Management and Operations) from the statement; and
- (ii) to otherwise note the updates provided and contained within the statement.

**MOTIONS LIST**

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

**The Committee resolved:-**

- (i) to delete item 1 (Councillor Yuill - The Royal Deeside and Perthshire Way) from the statement and to instruct officers to promote the Royal Deeside and Perthshire Way if the opportunity so arises; and
- (ii) that in relation to item 4 (Haudagain Improvements), that officers be instructed to write a further letter to the Transport Minister and invite a response to the previous letter.

**ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE**  
21 May 2013

In accordance with the decision recorded under article 3 of this minute, the following items of business were considered with the press and public excluded.

**DECLARATION OF INTEREST**

The Vice-Convenor and Councillor Jean Morrison MBE declared a non-pecuniary interest in the subject matter of the following article by virtue of them both being Board Members of Aberdeen Heat and Power. They did not feel it necessary to withdraw from the meeting during consideration thereof.

**ABERDEEN HEAT & POWER SUBSIDIARY COMPANY PROPOSAL - EPI/13/078**

26. With reference to article 40 of the minute of the previous meeting of 19 March 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure Committee which provided an update on, and sought continued support for the creation of a subsidiary company, a trading company of Aberdeen Heat and Power (AH&P), which would operate commercial contracts with commercial and non-Council properties connecting to the district heating network based on the proposal submitted by AH&P legal advisors.

**The report recommended:-**

that the Committee -

- (a) support AH&P's proposal to establish a separate trading company (the 'Trading Company') to allow commercial and non-Council properties to be connected into the combined heat and power district heating (CHP) schemes in the city;
- (b) approve that agreements necessary to facilitate the establishment of the Trading Company are entered into by the Council, with advice from legal officers; and
- (c) request that AH&P keep Council officers informed during the process of establishing the Trading Company and work with the Council's legal officers in order to ensure that governance is in place to maximise protection of the Council's interests.

**The Committee resolved:-**

to approve the recommendations.

**ABERDEEN HYDROGEN BUS PROJECT UPDATE - EPI/13/074**

27. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure Committee which advised on the progress made with the Aberdeen Hydrogen Bus Project and outlined the projects risks and contingencies as part of the commercial discussions with project partners.

**ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE**

21 May 2013

**The report recommended:-**

that the Committee –

- (a) note the progress made on the Aberdeen Hydrogen Bus Project;
- (b) instruct the Head of Legal and Democratic Services to formally agree the Hydrogen Supply Agreement with BOC and the Bus Operator Agreements with Stagecoach and First Group;
- (c) instruct the Director of Enterprise, Planning and Infrastructure and Head of Legal and Democratic Services to enter into a contract for the temporary supply of hydrogen;
- (d) instruct the Director of Enterprise, Planning and Infrastructure to identify alternative sites for the refuelling station and electrolyser and to proceed with planning permission if an alternative site is required; and
- (e) agree to the Aberdeen Hydrogen Bus Project joining the Hydrogen Bus Alliance in partnership with First Group and Stagecoach.

**The Committee resolved:-**

to approve the recommendations.

**COUNCILLOR BARNEY CROCKETT, Convener.**

## ABERDEEN CITY COUNCIL

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COMMITTEE	Housing and Environment
DATE	27 August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Environmental Policy Monitoring Group
REPORT NUMBER:	H&E/13/063

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1. PURPOSE OF REPORT

The purpose of the report is to seek approval from the Housing and Environment Committee and the Enterprise, Planning and Infrastructure Committee for the establishment of an Environmental Policy Monitoring Group which will assist in overseeing and taking forward relevant cross-cutting Council environmental strategies, policies and plans.

2. RECOMMENDATION(S)

(i) That the Committee approves the establishment of the Monitoring Group and agrees that, in addition to officers and stakeholders, there should be three elected members drawn from the Housing and Environment Committee and the Enterprise, Planning and Infrastructure Committee and that the Group should be chaired by one of these elected members.

(ii) That this report is referred to the Enterprise, Planning and Infrastructure Committee for approval.

3. FINANCIAL IMPLICATIONS

There are no financial implications from the setting up of the Monitoring Group though actions and projects that arise from the implementation of the various plans and strategies may require funding from Council budgets in due course. These would be subject to separate reports as and when required.

4. OTHER IMPLICATIONS

Many of the environmental strategies, policies and plans will involve land in Council ownership.

5. BACKGROUND/MAIN ISSUES

5.1 The purpose of a Monitoring Group would be to ensure that the environmental policies and strategies developed by the Council are achieving the intended results and that specific actions identified in these policies and strategies are implemented. Such a group has

carried out this function in the past but it was agreed to suspend it in 2007, originally for two years, to allow many of those who sat on the group to concentrate on the Waste Management Strategy then being developed. Meetings of the original group did not resume.

- 5.2 Over the past few years the Council has approved and adopted both the Nature Conservation Strategy 2010-2015 and the Open Space Strategy 2011-2016. Both strategies identify a wide range of actions which require to be implemented by several Council services. These strategies also identify the need for setting up a group to assist in their implementation, monitoring and review. The Open Space Strategy, for example, contains an extensive action plan that covers every type of open space in and around the City and identifies a range of partners needed to lead on the delivery of projects to improve the quality and increase the use of these spaces. A Tree and Woodland Strategy is currently being developed and there is on-going policy work involving allotments, water catchment and the coastal and marine environment.
- 5.3 Rather than create separate groups for each individual strategy, policy or plan, where the same officers and stakeholders would be expected to participate, it is seen as more time efficient and cost effective to set up one over-arching group. The Monitoring Group would, however, only deal with the natural environment and not wider sustainability issues such as carbon and waste reduction. It is felt that there are already adequate monitoring mechanisms operating at local and national levels for these issues.
- 5.4 The aim would be for the Environmental Policy Monitoring Group to consist of both Council officers, elected members and relevant stakeholders. From the Council there will be representatives from Planning and Sustainable Development, Environmental Services and Communities, Culture and Sport. Opportunities would be sought to invite external stakeholder organisations such as Scottish Natural Heritage (SNH); Scottish Environment Protection Agency (SEPA); Aberdeen Greenspace Trust, North East Scotland Local Biodiversity Action Plan (NELBAP); East Grampian Coastal Partnership (EGCP); plus, when appropriate, representatives from the emergency and health sectors.
- 5.5 It is suggested that the Group would operate at three levels:
  - Core - There would be a core group of individuals who attend the actual meetings. These would be those elected members plus officers or stakeholders who will be leading or involved in specific tasks.
  - Consultation - This level would consist of elected members plus officers and/or stakeholders who may attend meetings if necessary but normally would provide guidance or advice through consultation.
  - Communication - This level would be for communication only and would be informed of progress in the implementation, monitoring and review of the relevant strategies, policies and plans.

5.6 The benefits of establishing an Environmental Policy Monitoring Group would be:

- Improved coordination of strategies, policies or plans with similar or linked remits across Council services;
- Drawing on relevant expertise from within and outwith the Council;
- Keeping members, officers and stakeholders informed of the relevant work being undertaken by the Council;
- Providing opportunities to build on existing knowledge;
- Enabling members, officers and stakeholders to get involved in informing policy;
- Creating opportunities to link into officers and/or stakeholders own projects;
- Encouraging more partnership working;
- Inspiring creativity in terms of new projects; and
- Highlighting opportunities for funding.

5.7 It is suggested that the Environmental Policy Monitoring Group meets twice a year and in addition to officers and stakeholders there would be three elected members drawn from the EP&I Committee and the Housing and Environment Committee. The chair of the Group would be an elected member. This would ensure the Group can effectively assist both cross-services working and working with external stakeholders. The role of the Group would be to:

- Establish and agree who would be responsible for implementing each task or action;
- Monitor and review environmental strategy, policy and plan progress;
- Recommend changes to action or implementation plans where necessary;
- Identify feasible projects which can assist in the implementation of strategies , policies and plans; and
- Monitor the success of Council strategies, policies and plans.

## 6. IMPACT

The establishment of an Environmental Policy Monitoring Group would assist in the implementation of a range of Council strategies, policies and plans each of which will be furthering the high level priority for the smarter environment contained in the 5 year Corporate Business Plan: "we will promote biodiversity and nature conservation. We will encourage wider access to green spaces in our streets, parks and countryside."

## 7. MANAGEMENT OF RISK

The establishment of an Environmental Policy Monitoring Group reduces the risk of strategies, policies and plans not being implemented by increasing cross-service cooperation and cooperation between the Council and stakeholders. Though there would still be a

risk to the delivery of individual projects listed in action plans through lack of resources, the Monitoring Group may be able to identify alternative sources of funding or means of delivery.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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## ABERDEEN CITY COUNCIL

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COMMITTEE	<b>Enterprise Planning and Infrastructure</b>
DATE	<b>29 August 2013</b>
DIRECTOR	<b>Gordon McIntosh</b>
TITLE OF REPORT	<b>Notice of Motion by Councillor Malone – Review of Rural Speed limits Countesswells, Baillieswells and Blacktop area &amp; Review of Rural Speed Limits</b>
REPORT NUMBER:	<b>EPI/13/083</b>

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### **1.0 PURPOSE OF REPORT**

This is a background report which responds to the decision of the Enterprise Planning and Infrastructure committee on 22 January 2013 in response to the Notice of Motion by Councillor Malone - Review of Rural Speed Limits in Countesswells, Baillieswells and Blacktop Area, report number EPI/13/004.

### **2.0 RECOMMENDATIONS**

It is recommended that the Committee:

- 2.1 Note the content of this report and that Officers have undertaken the review/assessment in line with Scottish Government and Department for Transport guidance.
- 2.2 Agree that no further action should be taken with regard to the implementation of a lower speed limit.

### **3.0 FINANCIAL IMPLICATIONS**

- 3.1 The provisional cost of changing the Traffic Regulation Order (TRO) and appropriate signing from national speed limit to 40mph speed limits is estimated at a total of £15,000, comprising £13,500 for terminal signs on entry to the proposed routes and repeater signs placed 350m apart throughout the route and £2,500 for amendment of the TRO.
- 3.2 There would be far wider financial implications on the Council should such a precedent be made and the consequences of approving the speed limit change. The extent of the rural road network, some 150km, is much greater than the area currently being considered which may

result in additional expenditure in the region of £280,000 where no justification exists.

#### **4.0 OTHER IMPLICATIONS**

- 4.1 The Initial response from Chief Inspector Ian Wallace, Police Scotland, has been received advising that Police Scotland is not supportive of the reduction in speed limit being applied to these routes. The stance is being taken on the basis of there having been an extremely limited number of injury related collisions where excessive or inappropriate speed has been a contributory factor, coupled with relatively low recorded speeds obtained during speed surveys. Further details of the Police response are included in Section 13.0. Police Scotland would prefer to target enforcement resources to locations where it is most beneficial and are not prepared to enforce locations where the need for speed limit reduction is not backed by evidence.

#### **5.0 BACKGROUND**

##### **5.1 Notice of Motion - Councillor Malone**

- 5.1 At the Enterprise, Planning & Infrastructure (EP & I) Committee meeting of 22 January 2013 the Council referred the following Notice of Motion by Councillor Malone,

"In view of the recent decision to begin the statutory consultation process to reduce the speed limit from the Kingswells roundabout to Blacktop from 60mph to 40mph, that officers be instructed to report on the implications of this for the neighbouring rural network including Countesswells Road, Kirk Brae and Baillieswells Road, and on the need to ensure consistency of speed limits in the area, instruct the Director of Corporate Governance and Head of Finance to identify an appropriate budget from which to fund any works which officers may propose." This report responds to that Notice of Motion.

- 5.3 At the EP & I meeting of 11 September 2012, officers submitted report number EPI/12/161 "Review of the National Speed Limit on the C128C Road between its junction with the A944 at Kingswells Roundabout and the existing 40mph restriction to the north of Cults", following a Notice of Motion from Councillor Boulton.

##### **5.4 Review of Speed Limit on A944 Westhill to Hazlehead**

- 5.4.1 As part of the Committee discussion on report number EPI/12/161, Councillor Yuill raised the issue of the reduction of the speed limit on the A944 from the city boundary at Westhill to Hazlehead, from 50mph to 40mph. The Convener asked for officers to report back to Committee and this was supported by Councillor Boulton and Councillor Delaney,

who further asked that officers look at and report back on the possibility of having fixed speed cameras to enforce any speed reduction. This was agreed by Committee.

- 5.4.2 Due to the differing characteristics of the A944 to that of the minor road network it is the subject of a separate report to this committee.

## **6.0 ROUTE BACKGROUND INFORMATION**

- 6.1 In order to address the notice of motion presented by Councillor Malone, it has been necessary to carry out speed and road collision surveys. The roads surveyed lie to the west of Aberdeen City, linking Kingswells in the north to Cults in the south. The routes are subject to the national speed limit (60mph) for their length until the southern residential section of the C128C Kirk Brae and the C129C Baillieswells Road which forms a 40mph "buffer zone" to the north of Cults, with the remaining section to the junction with the A93 being lit, making it a mandatory 30mph within the residential area.

In general, these are single lane unclassified roads between 5.5 and 6.5m in width, with narrow grass verge along their length. The routes have a national speed limit (60mph) for the road type and are rural in nature, having a winding alignment with occasional sharp bends with no significant settlements along the routes.

The locations are shown in Appendix 2 and identified as below:

- C128 Kingswells to Cults junction (Route 1)
- C128 Kirk Brae (Route 2)
- C127 Blacktop Road (Route 3)
- C127 Countesswells Road (Route 4)
- C129 Baillieswells Road (Route 5)

- 6.1.1 The routes are heavily trafficked on weekdays with significant volumes of commuter traffic travelling to the city centre and the wider industrial areas of Dyce, Westhill and Altens. It is expected that these volumes of commuter traffic, particularly those using the north/south routes such as Kirk Brae and Baillieswells, will be reduced by approximately 75% when the Aberdeen Western Peripheral Route (AWPR) is completed.
- 6.1.2 Although major developments are planned for the Countesswells area, the existing speed limit will be reviewed locally as part of the planning process. These new settlements along these routes will take into account the number of properties, vehicle volumes and speed and the type of road user to establish the appropriate speed limit.
- 6.1.3 On many of these roads, the majority of drivers are travelling below, sometime significantly below, the speed limit due to the characteristics

of the roads. This is especially evident on the surveyed routes, as shown in Appendix 2.

## **7.0 SPEED LIMIT ASSESSMENT/SETTING NATIONAL SPEED LIMITS**

- 7.1 The Department for Transport (DfT) Circular 01/2013 Setting Local Speed Limits states in its Key Points; “speed limits should be evidence-led and self-explaining and seek to reinforce people's assessment of what is a safe speed to travel. They should encourage self-compliance. Speed limits should be seen by drivers as the maximum rather than a target speed.”
- 7.2 This guidance is used as the basis for assessments of local speed limits, for developing route management strategies and for developing the speed management strategies which are included within Local Transport Plans.
- 7.3 The guidance should not however be used in isolation, but read in conjunction with the more comprehensive advice on these matters set out in the appropriate Traffic Advisory Leaflets and with the relevant legislation, including the Traffic Signs Regulations and General Directions 2002 (TRSGD 2002)

The DfT Circular 01/2013 further states:-

“Speed limits are, however, only one element of speed management. They should be part of a package along with other measures to manage speeds which includes engineering and landscaping standards that respect the needs of all road users and raise the driver’s awareness of the environment, together with education, driver information, training and publicity. Within their overall network management responsibilities, these measures should enable traffic authorities to deliver speed limits and driven speeds that are safe and appropriate for the road and its surroundings, as well as help drivers to be more readily aware of the road environment and assess their own appropriate speeds at all times.”

Furthermore, paragraph 22 of the same document states:-

“If a speed limit is set in isolation, or is unrealistically low, it is likely to be ineffective and lead to disrespect for the speed limit. As well as requiring significant, and avoidable, enforcement costs, this may also result in substantial numbers of drivers continuing to travel at unacceptable speeds, thus increasing the risk of collisions and injuries.”

Paragraph 41 goes on to state:-

“Speed limits should not be used to attempt to solve the problem of isolated hazards, for example a single road junction or reduced forward visibility such as a bend, since speed limits are difficult to enforce over such a short length. Other measures such as warning signs, carriageway markings, junction improvements, superelevation of bends and new or improved street lighting are likely to be more effective.”

## **8.0 RURAL SPEED MANAGEMENT**

- 8.1 The National Speed Limit must be considered in the context of the environment in which it generally applies. i.e. either a motorway or trunk road where a national speed limit of 70mph applies, or a single carriageway rural road with a national speed limit of 60mph. There are many similar roads in Aberdeen City, Aberdeenshire and of course nationwide, and the function of the National Speed Limit is to highlight the maximum speed a vehicle can be driven when the road geometry allows this to be carried out in a safe manner. Accordingly, on a narrow rural road a driver must adjust their vehicle speed in order to negotiate the road safely. As previously stated, the majority of drivers are travelling below the speed limit, due to the characteristics of the roads. This is especially evident on these routes where the geometric characteristics include many narrow roads, bends, junctions and local accesses. Appendix 2 shows the 85<sup>th</sup> percentile speed (the speed at which 85% of the total traffic is travelling at or below) and the mean speeds to be in the region of 10-23mph below the existing speed limits.
- 8.2 Speed limit changes are therefore unlikely to impact significantly on the speeds at which vehicles are travelling. As indicated in the DfT Circular 01/2013, setting the speed limit in isolation is likely to be ineffective. In this instance, engineering measures carried out on the five sites has led to a reduction in both speed and collisions, thus reinforcing the guidance that other measures should only be considered if there is a case to be addressed.
- 8.3 Appendix 3 provides details of collisions recorded by Grampian Police on the 5 routes addressed in this report. As can be seen, there has been no Injury Accidents on the C128C in particular since road safety engineering measures were implemented in 2010.

## **9.0 ASSESSMENT**

- 9.1 Balancing the need to travel with the need to improve the quality of life is a key objective of the Department for Transport. This requires a speed limit policy that will take account of the contribution of travel speeds to environmental and social objectives as well as to road safety.

- 9.2 The DfT Traffic Advisory Leaflet 2/06 “Speed Assessment Framework” supplements the guidance on Rural Single Carriageway Roads set out in DfT Circular 01/2013. The aims of the guidance include:
- the setting of more appropriate local speed limits, including lower or higher speeds where conditions dictate
  - local speed limits which better reflect the needs of all road users, not just motorised vehicles
  - improved quality of life for local communities and a better balance between road safety, accessibility, and environmental objectives, especially in rural communities
  - improved recognition and understanding by road users of the risks involved on different types of road, the speed limits which apply, and the reasons why
  - improved respect for speed limits, and in turn improved self compliance
  - continued reductions in the number of road traffic collisions, injuries, and deaths in which excessive or inappropriate speed is a contributory factor.
- 9.3 The assessment framework above is designed to help achieve an appropriate and consistent balance between safety and mobility objectives on single carriageway rural roads.
- 9.4 The criteria and principles used in this framework forms the basis of both Aberdeen City Council’s Speed Limit Strategy and the current speed limit review and takes into account mean traffic speed and a five year injury accident history.
- 9.5 In most instances, consideration of collision history, road function, mix of road users including presence of vulnerable road users, road geometry, engineering and environment, and actual traffic speed should enable traffic authorities to determine the appropriate limit on single carriageway rural roads.
- 9.6 Roads may have primarily either a through traffic function or a local access function. Both need to be provided safely. Mobility benefits will be more important for roads with a through-traffic function, while environmental and community benefits are likely to be of greater importance for the local access roads. Both of these have been considered in the assessment and weighted in line with the nature and function of the roads.
- 9.7 There may be many roads below A and B classification that serve a mixed through-traffic and access function. Where that traffic function is currently being achieved *without a high collision rate*, these roads should be judged as through-traffic roads. If, however, for all or parts of these roads there is a substantial potential risk to vulnerable road users, these sections should be assessed as roads with a local access function.

- 9.8 Part of the C128C Kingswells to Cults Road includes a forest path network and this is noted, although the general nature of this road is still a through-traffic route. The collision history does not show evidence of any substantial risk to vulnerable road users and this entire route has therefore been assessed as a through-traffic road.
- 9.9 The choice of speed limits should take account of whether there is substantial roadside development and whether the road forms part of a recognised route for vulnerable road users, including whether there is a footway. As stated in 6.1 these routes have neither a footway nor substantial roadside development.
- 9.10 The routes under consideration would therefore be classified as “Upper Tier” routes, catering primarily for through traffic.

## 10.0 ACCIDENT DATA

- 10.1 Table 1 below shows causation factor results of the accident analysis carried out on all routes over the 5 year period 2008 to 2012. There were a total number of 20 Injury accidents of which there were 8 Serious and 13 slight personal injuries to adults between the age of 16 and 65. There were no child injury accidents. The breakdown highlights the primary contributory factors for the accidents. An individual route analysis is available in Appendix 3.
- 10.2 Although some of the accident causation factors shown in Table 1 would at first glance appear to be speed related, further analysis of the causation factors has shown other influences upon the cause of the accidents. These comprise 12 vehicles hitting objects in carriageway (outwith their control), or slippery road surface due to weather, with the remainder as inappropriate junction manoeuvres or approach to junctions.

**Table 1**

ACCIDENT CAUSATION FACTOR	No of Accidents	%age of total
Slippery road (due to weather)	7	35%
Disobeyed double white line	3	15%
Junction overshoot	2	10%
Deposit on road	2	10%
Swerved	1	5%
Animal or object in carriageway	1	5%
Loss of control	1	5%
Poor or defective road surface	1	5%
Travelling too fast for conditions	1	5%
Dazzling Sun	1	5%

## **11.0 SPEED ASSESSMENT**

- 11.1 Speeds were taken at locations where it was judged they would potentially be greatest. As shown in Appendix 2, these indicate an average speed used by drivers for bendy sections of road of 38mph to 43mph and 50mph for straighter sections; indicating that the majority of drivers do adhere to the geometry and conditions of the road.
- 11.2 Table 2 shows collision history and average speeds taken at two geographically different parts of the road. Refer to appendix 2 and appendix 3 for speed count and accident locations.



**TABLE 2**

Route	Description	Existing Speed Limit	85th%ile speed taken on straight (automatic traffic counter)		MEAN speed taken on straight (automatic traffic counter)		Speed taken on bends	Average Daily Vehicle Flow	Length (km)	Years Analysed 2008 - 2012	
			N/B or E/B	S/B or W/B	N/B or E/B	S/B or W/B	(Hand held radar)			Serious Injury Accidents	Slight Injury Accident
1	C128 Kingswells to Cults	60	48	51	42	43	42	7,500	2.0	2	3
2	C128 Kirk Brae	60	51	50	44	43	38	2,000	1.6	1	5
3	C127 Blacktop Road	60	43	40	36	31	38	1,500	4.0	1	4
4	C127 Countesswells Road	60	49	53	42	46	43	3,500	2.8	3	1
5	C129 Baillieswells Road	60	51	48	43	42	38	4,800	2.8	0	0

11.3 From the speed surveys carried out and accident data recorded, together with the daily volume of vehicles using the route, it is shown that traffic speed is low and the number of collisions are low in comparison to the volume of traffic that travel the route. This threshold is well below the level of;

- Upper Tier roads - 35 injury accidents per 100 million vehicle kilometres
- Lower Tier roads - 60 injury accidents per 100 million vehicle kilometres

The speed assessment framework in DfT Traffic Advisory Leaflet 2/06 operates on the principles that the speed limit choice should be guided by whether the accident rate on a section of road is above or below the respective 35 or 60 injury accident thresholds.

11.4 The Average Daily Vehicle Flow as shown in Table 2 identifies the function of the roads assessed as Upper Tier through-traffic routes which have an accident rate threshold of 17 injury accidents per 100 million vehicles kilometres, just under 50% of the threshold required to reassess the speed limits. These figures therefore indicate that the existing speed limits are suitable for the routes.

## **12.0 IMPLICATIONS**

12.1 The DfT Circular 02/2013 paragraph 19 quotes:

“Unless a speed limit is set with support from the local community, the police and other local services, with supporting education, and with consideration of whether engineering measures are necessary to reduce speeds; or if it is set unrealistically low for the particular road function and condition, it may be ineffective and drivers may not comply with the speed limit.”

12.2 It is intended that any new and existing speed limits should be ‘self enforcing’. The review and speed limit strategy should enable drivers to perceive the need to travel at a correct and appropriate speed, leading to a situation where little or no formal enforcement is required.

12.3 If speed limits were to be reduced, consultation would be required with Aberdeenshire Council to continue the ‘flow’ of a reduction in speed limit to their roads. This would require their committee approval to set consistency on routes. It must again be emphasised that there could be significant implications if a precedent is set, given the wider impact this would have with Elected Members seeking to expand on this initiative, which is not supported by accident history or other evidence and which therefore cannot be justified in either in a practical or fiscal sense.

### **13.0 POLICE SCOTLAND CONSULTATION**

- 13.1 During the statutory consultation undertaken as part of this report, Police Scotland commented that if enforcement were to be carried out, the requirement for it would have to be evidenced by the accident record of the road. However, the Police do not believe that the accident record supports the need for enforcement, nor the need for a reduction in speed limits. Police Scotland stated they would have difficulty in estimating costs for any enforcement and declined to provide estimates for roads on which they feel it is not required.
- 13.2 The Initial response from Chief Inspector Ian Wallace, Police Scotland, has been received advising that Police Scotland is not supportive of the reduction in speed limit being applied to these routes. The stance is being taken on the basis of there has been an extremely limited number of injury related collisions where excessive or inappropriate speed has been a contributory factor, coupled with relatively low recorded speeds obtained during speed surveys (see Appendix 4). Police Scotland would prefer to target enforcement resources to locations where it is most beneficial and are not prepared to enforce locations where the need for speed limit reduction is not backed by evidence.

### **14.0 TRAFFIC MANAGEMENT MEASURES**

- 14.1 National guidance advises that, where appropriate, speed management should be addressed by the introduction of engineering measures that are self enforcing particularly where these relate to individual locations within an extended network.
- 14.2 Whilst the assessment that has been carried out does not support a change to the existing speed limit the annual accident scan has indicated small accident clusters that it is felt could be improved by the use of engineering measures. A city wide review has recently been completed of accident cluster sites and it is felt that it would be justified to include sites within the study area as priority sites. Within the current road safety programme it is proposed to carryout surface retexturing at a series of bends and approaches on the C128 section between Kirkbrae and Countesswells Road and on the C127 Blacktop Road. The retexturing will improve skid resistance, particularly in wet conditions and contribute to a reduction in accidents at isolated locations along these routes.
- 14.3 Consideration has also been given to the employment of electronic speed warning signs on the reports study network. However it is felt that the use of such a measure cannot be justified and therefore would not be a recommended road safety intervention at this time.

## **15.0 CONCLUSIONS**

- 15.1 The current national speed limits on these rural roads are considered to be generally appropriate and acceptable. Speeds taken at various points on the route are consistent with the speed limit and reflect the function of the roads and environment. The reduction in speed limit on these roads to 40mph with no supporting collision history nor Police Scotland support would be a costly exercise and is unlikely to reduce the speed at which vehicles travel.
- 15.2 The 5 year collision history for the South Kingswells area is low and further analysis of causation factors has shown they are not speed related. The nature of the routes is rural and this part of the road network naturally lends itself to the application of the national speed limit. A 40 mph speed limit would be unrealistic and perhaps counterproductive.
- 15.3 The AWPR is likely to change the dynamic on this route and any new speed limit should be addressed as changes to the wider road network occur. It is anticipated that 75% of the current traffic flow will migrate from these routes to the AWPR when it opens.
- 15.4 It is recommended the speed limit remains as it is at present. It is therefore recommended this committee takes no further action with regard to the proposal of changing the existing speed limit.

## **16.0 IMPACT**

- 16.1 The content of the report meets with the local Community Plan objectives to continually improve road safety and maximise accessibility for pedestrians and all modes of transport.
- 16.2 The proposals are in line with the Council's Transportation Strategy to improve safety for all road users by continuing to reduce the number of casualties in traffic collisions.

## **17.0 BACKGROUND PAPERS**

Minute of Enterprise, Planning & Infrastructure Committee meeting, 22 January 2013 (Item4).

<http://councilcommittees/mgConvert2PDF.aspx?ID=23944>

Minute of Enterprise Planning & Infrastructure Committee meeting 15 March 2011 (Item 9)

<http://councilcommittees/ieListDocuments.aspx?CId=140&MId=1906&Ver=4>

Minute of Enterprise Planning & Infrastructure Committee meeting 15 March 2011 (item17)

<http://councilcommittees/mgConvert2PDF.aspx?ID=15557>

Minute of Enterprise Planning & Infrastructure Committee meeting 15 March 2011 (Item 27)

<http://councilcommittees/mgConvert2PDF.aspx?ID=21860>

Setting Local Speed Limits

[Guidance for Local Authorities: ETLLED Circular 1/2006](#)

Setting Local Speed Limits

[Setting Local Speed Limits dft Circular 01/2013](#)

SCOTS Additional Guidance: [ETTLLED Circular No. 1/2006](#) Setting Local Speed Limits – Speed Limit Review

DfT Traffic Advisory Leaflet 2/06 ([TAL 2/06](#)) Speed Assessment Framework

ACC Adopted Policy for 20 mph Speed Limits – Committee report 16 April 2002

Parliament UK: [Roads: Speed limits](#)

Speed Limit markings @ <http://www.speedlimit.org.uk/index.htm>

The Royal Society for the Prevention of Accidents Rural Road Environment Policy Paper: August 2010

Police Scotland Response 1 May 2013

Police Scotland Response for C128C 15-04-2013

## 18.0 Consultee Comments

Enterprise, Planning and Infrastructure Committee

**Convener: Councillor Barney Crockett**      *emailed 26/7/2013*

**Vice Convener: Councillor Ramsay Milne**      *emailed 26/7/2013*

Enterprise, Planning and Infrastructure Committee

.....  
Councillor Marie Boulton

.....  
Emailed 26/7/2013  
.....

## Local Members

---

Councillor Aileen Malone	Emailed 26/7/2013
Councillor M. Tauqeer Malik	Emailed 26/7/2013

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## Council Officers

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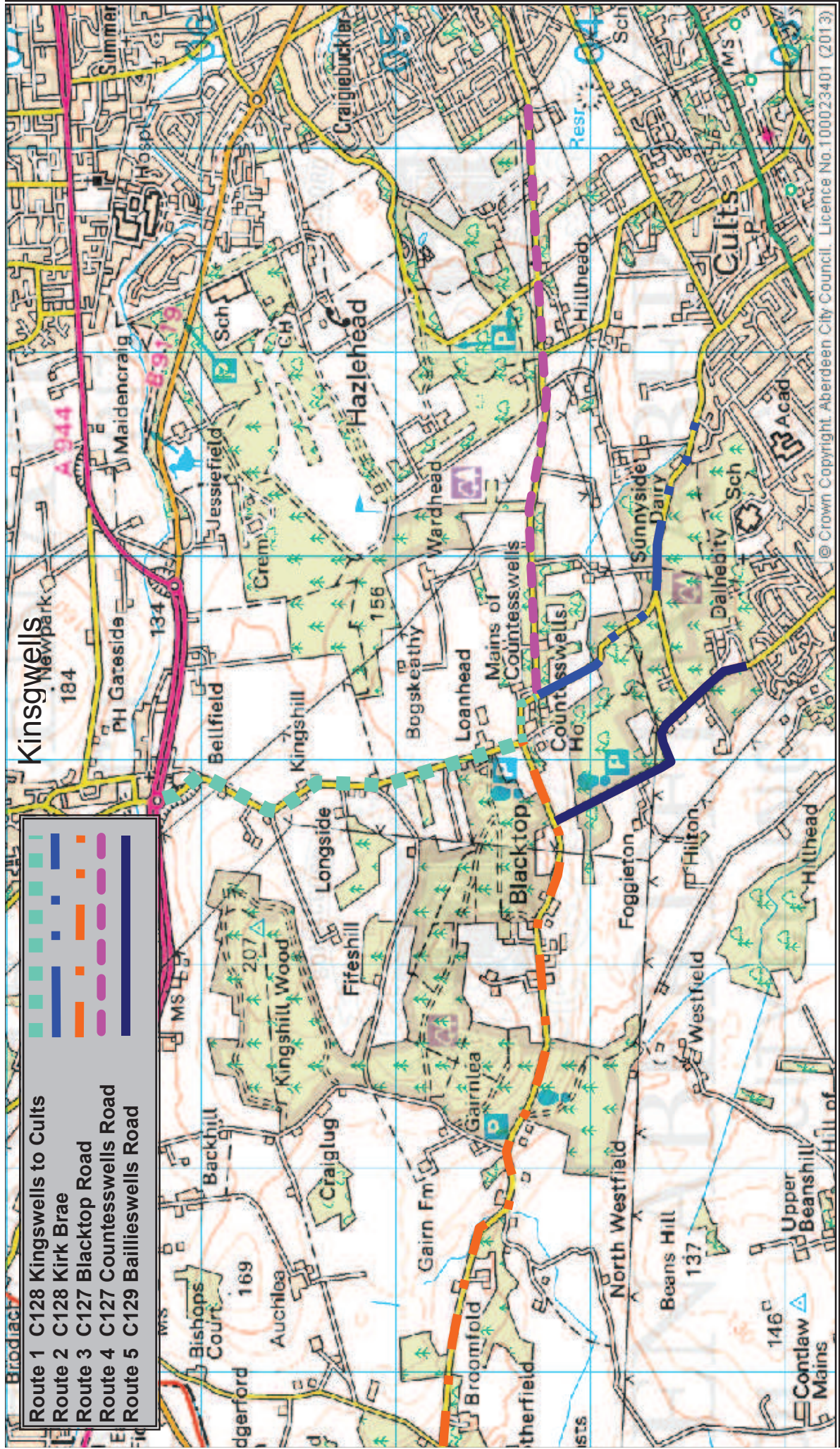
Barry Jenkins, Head of Finance 31-07-2013 No comment	
Jane MacEachran, City Solicitor, Continuous Improvement	Emailed 26/7/2013
Ciaran Monaghan, Head of Service, Office of Chief Executive	Emailed 26/7/2013
Gordon McIntosh, Director of Enterprise, Planning and Infrastructure	Emailed 26/7/2013
Hugh Murdoch, Head of Service, Shelter and Environment	Emailed 26/7/2013
Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership <i>02-Aug-2013 agree with the recommendations within this report</i>	
Mike Cheyne, Roads Manager	Emailed 26/7/2013
Colin Walker, Community Safety Manager	
Dave Young, Account Manager, Service, Design and Development	Emailed 26/7/2013
Laura Watson, Service Co-ordinator E P & I	Emailed 26/7/2013
Mark Masson, Committee Services	Emailed 26/7/2013

---

## **19.0 REPORT AUTHOR DETAILS**

Laura Snee  
Technical Officer  
Road Safety & Traffic Management Team  
Tel. (01224) 538054

Email: [lsnee@aberdeencity.gov.uk](mailto:lsnee@aberdeencity.gov.uk)



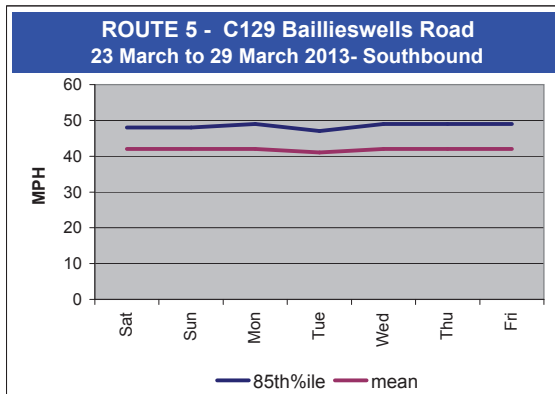
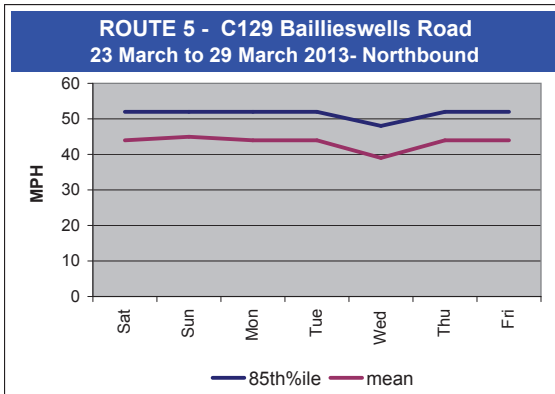
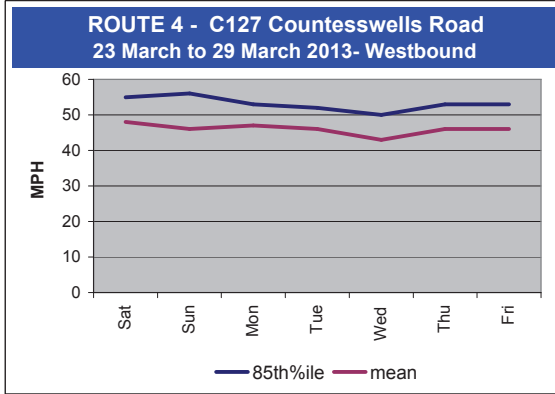
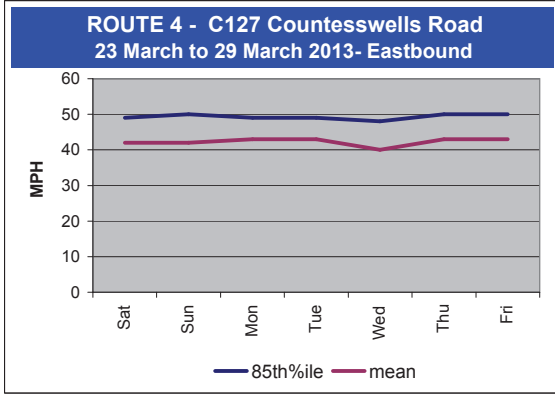
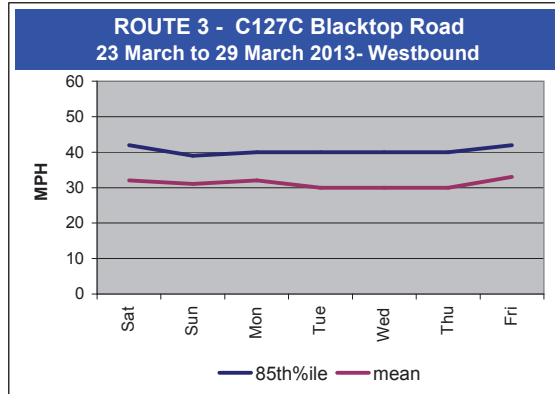
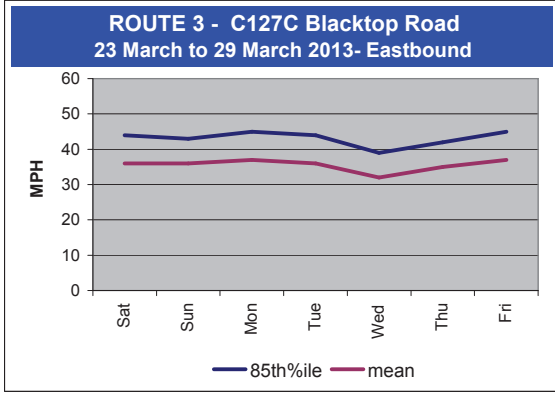
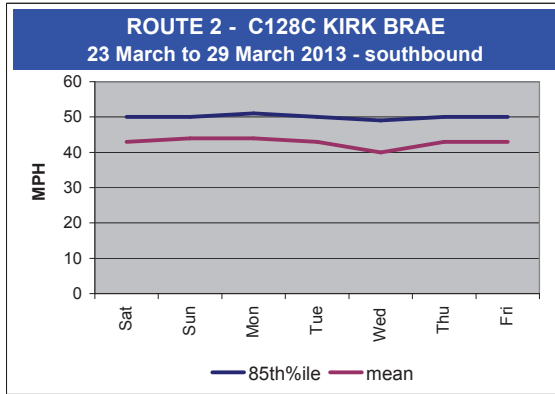
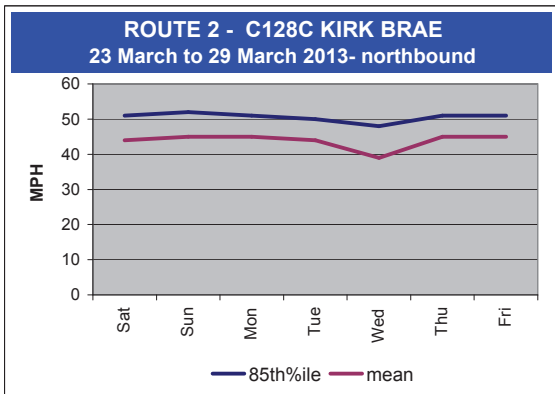
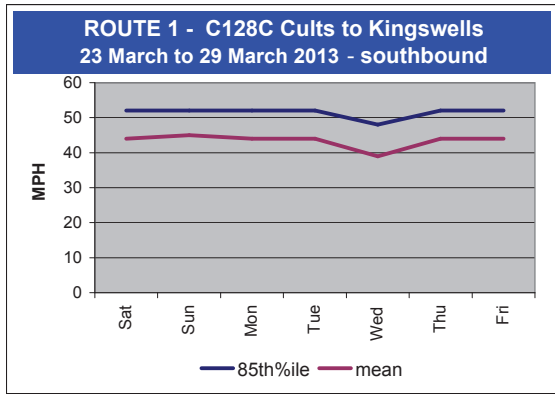
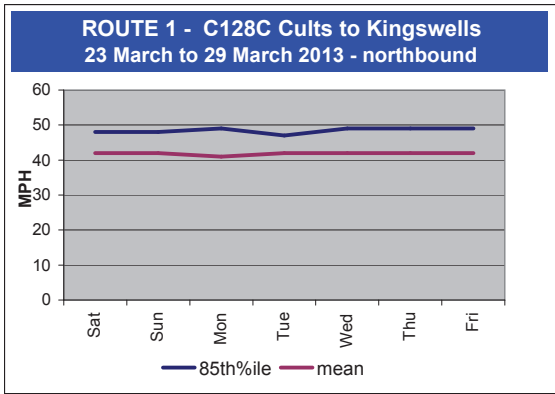
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Route 1	NORTHBOUND						SOUTHBOUND							
C128 Kingswells to Cults	<40 mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave	<40 mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave		
Saturday 23 March 2013	46%	52%	3%	711	48	42	30%	68%	3%	727	52	44		
Sunday 24 march 2013	48%	50%	2%	685	48	42	27%	70%	3%	777	52	45		
Monday 25 March 2013	45%	54%	1%	1,116	49	42	28%	70%	2%	1,332	52	44		
Tuesday 26 march 2013	50%	49%	2%	1,002	47	41	30%	68%	2%	1,399	52	44		
Wednesday 27 march 2013	46%	54%	1%	956	49	42	55%	44%	1%	1,216	48	39		
Thursday 28 march 2013	44%	55%	2%	1,185	49	42	31%	67%	2%	1,380	52	44		
Friday 29 March 2013	46%	52%	2%	844	49	42	32%	66%	2%	1,170	52	44		
	<b>Weekly Average =</b>					<b>48</b>	<b>42</b>	<b>Weekly Average =</b>					<b>51</b>	<b>43</b>
Route 2	EASTBOUND						WESTBOUND							
C128 Kirk Brae	<40 mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave	<40mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave		
Saturday 23 March 2013	30%	68%	2%	727	51	44	46%	52%	3%	711	50	43		
Sunday 24 march 2013	27%	70%	3%	777	52	45	48%	50%	2%	685	50	44		
Monday 25 March 2013	28%	70%	2%	1,332	51	45	45%	54%	1%	1,116	51	44		
Tuesday 26 march 2013	30%	68%	2%	1,399	50	44	51%	49%	1%	1,002	50	43		
Wednesday 27 march 2013	55%	44%	1%	1,216	48	39	45%	54%	2%	956	49	40		
Thursday 28 march 2013	31%	67%	2%	1,380	51	45	44%	55%	2%	1,185	50	43		
Friday 29 March 2013	32%	66%	2%	1,170	51	45	46%	52%	2%	844	50	43		
	<b>Weekly Average =</b>					<b>51</b>	<b>44</b>	<b>Weekly Average =</b>					<b>50</b>	<b>43</b>
Route 3	EASTBOUND						WESTBOUND							
C127 Blacktop Rd	<40 mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave	<40mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave		
Saturday 23 March 2013	72%	27%	1%	248	44	36	83%	17%	0%	288	42	32		
Sunday 24 march 2013	76%	24%	0%	224	44	36	92%	8%	0%	265	39	31		
Monday 25 March 2013	70%	30%	0%	782	45	37	88%	12%	0%	517	40	32		
Tuesday 26 march 2013	76%	24%	0%	833	44	36	88%	12%	0%	658	40	30		
Wednesday 27 march 2013	91%	9%	0%	1,102	39	32	89%	11%	0%	549	40	30		
Thursday 28 march 2013	80%	20%	0%	894	42	35	87%	13%	0%	617	40	30		
Friday 29 March 2013	70%	29%	1%	546	45	37	83%	17%	0%	524	42	33		
	<b>Weekly Average =</b>					<b>43</b>	<b>36</b>	<b>Weekly Average =</b>					<b>40</b>	<b>31</b>
Route 4	EASTBOUND						WESTBOUND							
C127 Countesswells Rd	<40 mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave	<40mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave		
Saturday 23 March 2013	42%	57%	1%	700	49	42	14%	80%	5%	872	55	48		
Sunday 24 march 2013	43%	56%	2%	618	50	42	22%	74%	4%	770	55	46		
Monday 25 March 2013	37%	62%	1%	1,571	49	43	15%	82%	3%	1,765	53	47		
Tuesday 26 march 2013	38%	61%	1%	1,645	49	43	21%	77%	2%	1,794	52	46		
Wednesday 27 march 2013	57%	41%	1%	1,370	48	40	34%	65%	1%	1,653	50	43		
Thursday 28 march 2013	37%	62%	1%	1,701	50	43	20%	77%	3%	1,855	53	46		
Friday 29 March 2013	40%	58%	2%	1,082	50	43	21%	76%	3%	1,515	53	46		
	<b>Weekly Average =</b>					<b>49</b>	<b>42</b>	<b>Weekly Average =</b>					<b>53</b>	<b>46</b>
Route 5	NORTHBOUND						SOUTHBOUND							
C129 Baillieswells Rd	<40 mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave	<40mph	40mph - 60mph	>60 mph	Total V	85% ile	Mean Ave		
Saturday 23 March 2013	26%	73%	0%	1,306	52	44	37%	63%	0%	1,168	48	42		
Sunday 24 march 2013	22%	77%	1%	1,105	52	45	36%	63%	1%	1,014	48	42		
Monday 25 March 2013	21%	78%	1%	2,675	52	44	31%	69%	1%	1,914	49	42		
Tuesday 26 march 2013	30%	69%	1%	2,754	52	44	39%	60%	1%	2,087	47	41		
Wednesday 27 march 2013	52%	48%	1%	2,739	48	39	53%	47%	0%	1,771	49	42		
Thursday 28 march 2013	25%	74%	1%	2,971	52	44	40%	60%	1%	2,169	49	42		
Friday 29 March 2013	23%	76%	1%	2,277	52	44	37%	62%	1%	1,712	49	42		
	<b>Weekly Average =</b>					<b>51</b>	<b>43</b>	<b>Weekly Average =</b>					<b>48</b>	<b>42</b>

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\*based on automatic traffic counter data

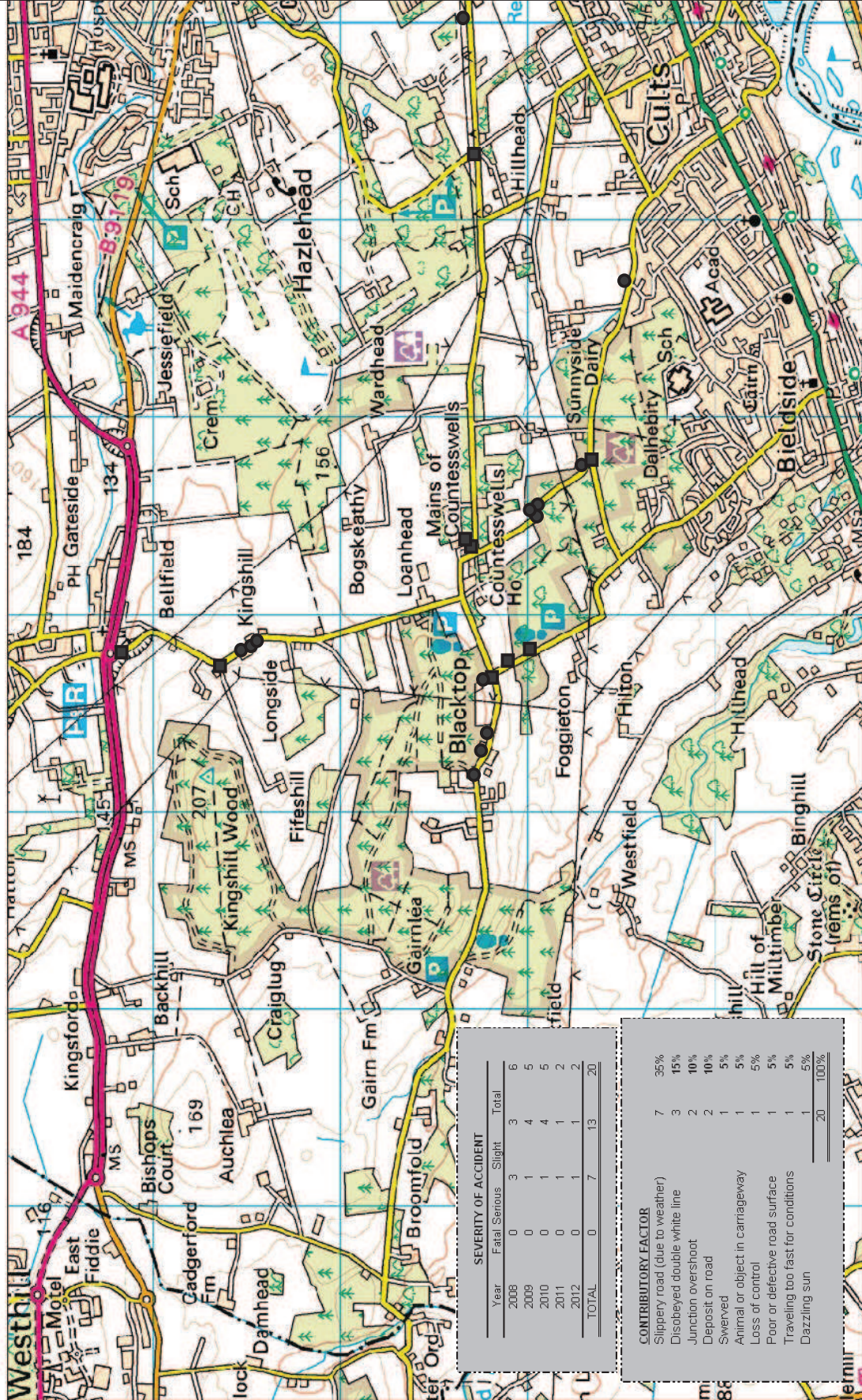
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### APPENDIX 3

### 5 year Accident Analysis 2008 to 2012

### GEOGRAPHICAL INFORMATION SYSTEM



SEVERITY OF ACCIDENT			
Year	Fatal	Serious	Slight
2008	0	3	6
2009	0	1	4
2010	0	1	4
2011	0	1	2
2012	0	1	2
<b>TOTAL</b>	<b>0</b>	<b>7</b>	<b>13</b>

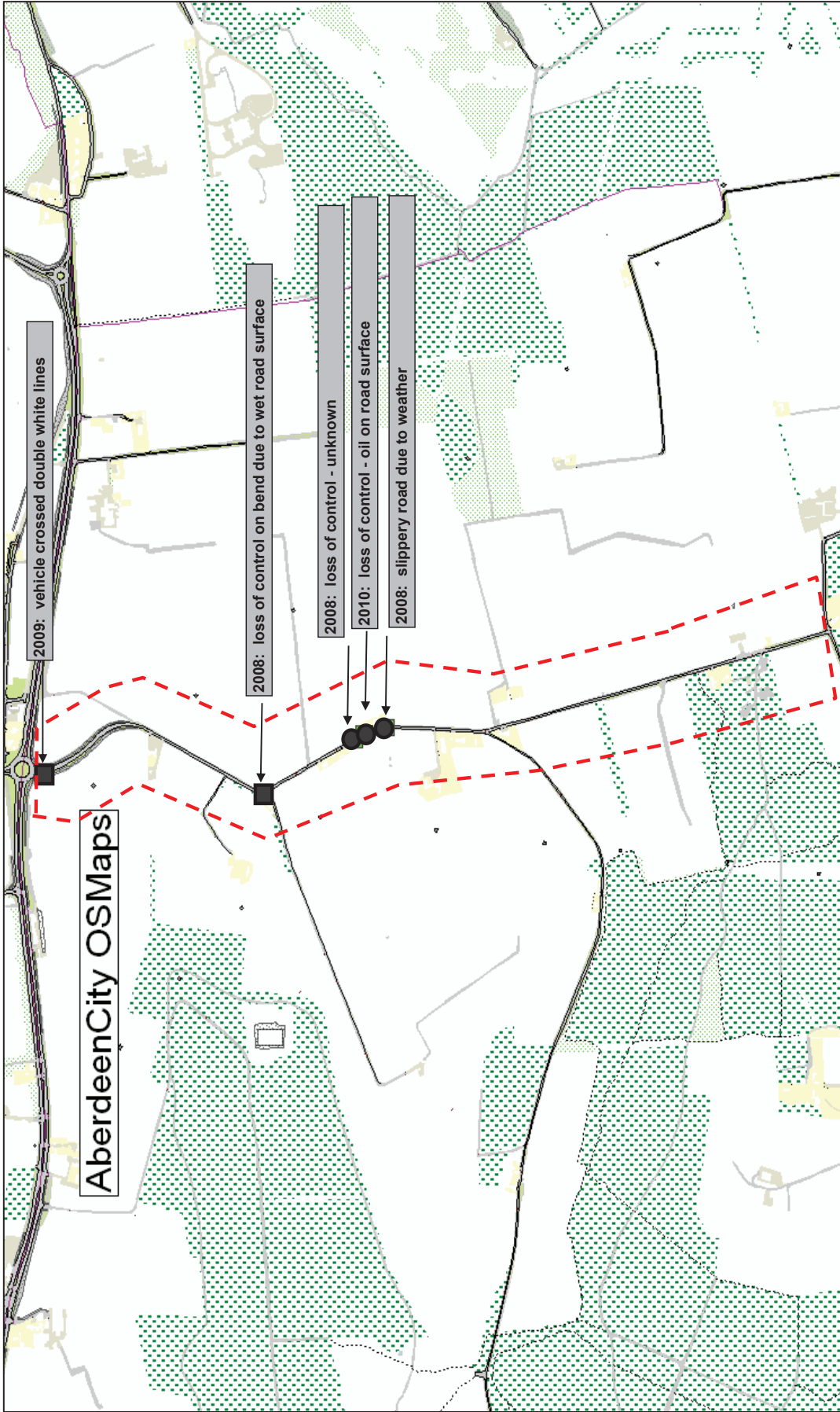
CONTRIBUTORY FACTOR		Total	Percentage
Slippery road (due to weather)	7	35%	
Disobeyed double white line	3	15%	
Junction overshoot	2	10%	
Deposit on road	2	10%	
Swerved	1	5%	
Animal or object in carriageway	1	5%	
Loss of control	1	5%	
Poor or defective road surface	1	5%	
Traveling too fast for conditions	1	5%	
Dazzling sun	1	5%	
<b>TOTAL</b>	<b>20</b>	<b>100%</b>	

Serious Injury Accident  
 Slight Injury Accident

**Title: Review of Rural Speed Limits**

OS Ordnance Survey (c) Crown Copyright-All Rights Reserved. Aberdeen City Council 10023401 (2011)

C128 Kingswells To Cults Road. Injury Only Collisions 2008 to 2012



Severity of accident

Date	Fatal	Serious	Slight	Total
2008	0	1	2	3
2009	0	1	0	1
2010	0	0	1	1
2011	0	0	0	0
2012	0	0	0	0
<b>Total</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>5</b>

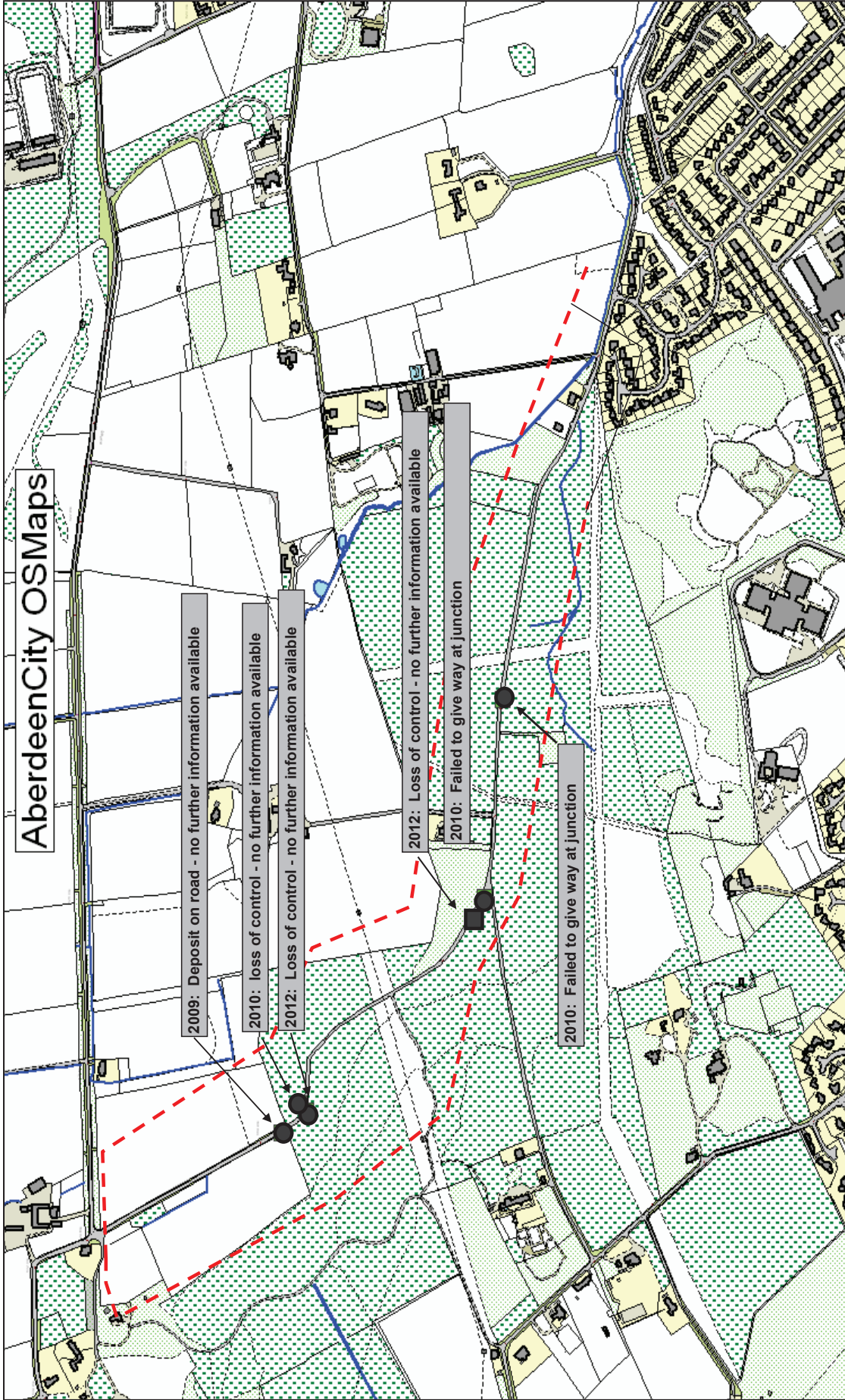
Collision Factor

Deposit on road (eg. Slippery road (due to weather)	1
Disobeyed double white line	3
<b>Total</b>	<b>5</b>

ACCIDENT SEVERITY KEY

- Serious Injury Accident
- Slight Injury Accident

AberdeenCity OSMaps



**ACCIDENT SEVERITY KEY**

- Serious Injury Accident
- Slight Injury Accident

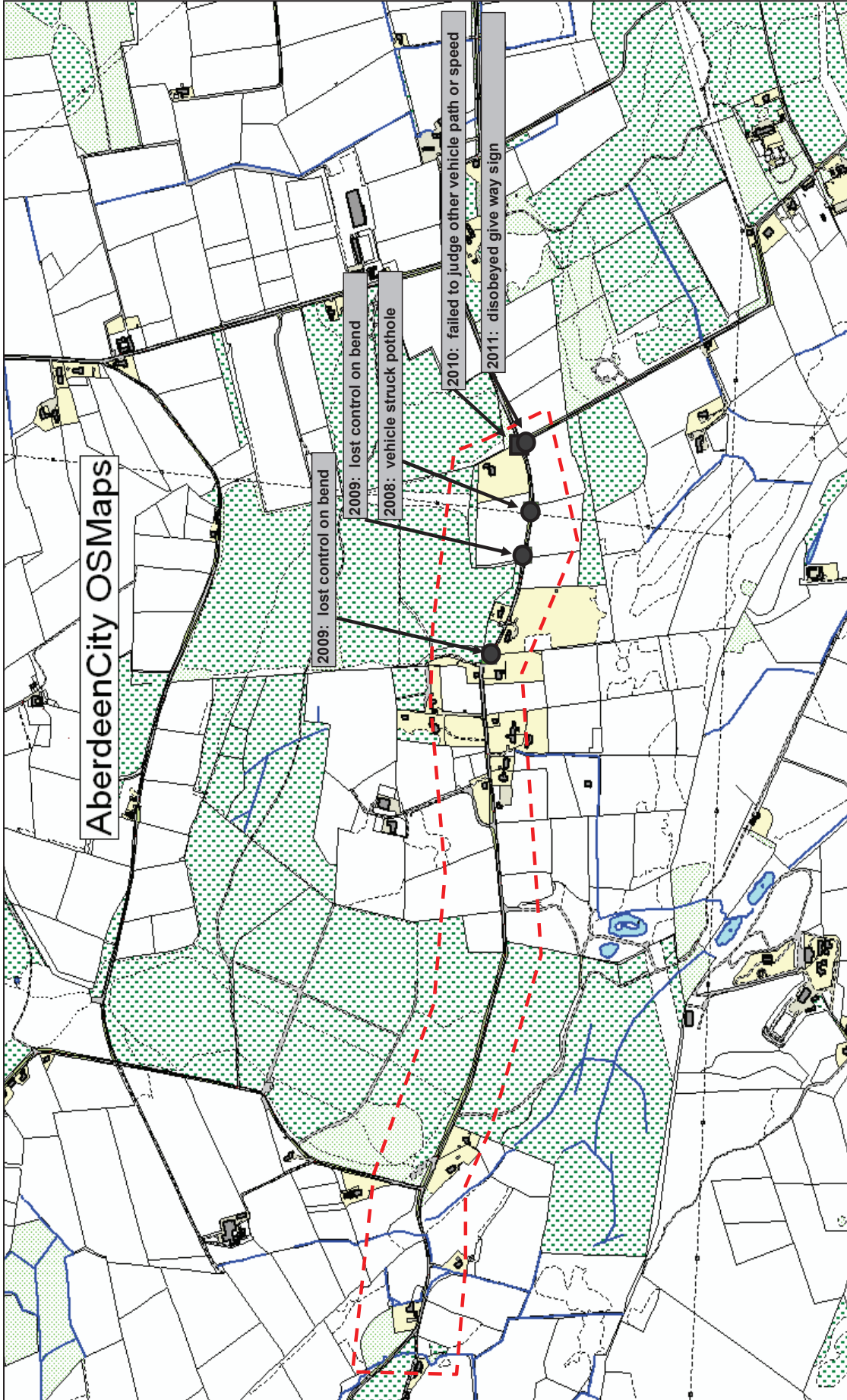
**Collision Factor 1**

Deposit on road (eg. oil, mud, chippings)	1
Slippery road (due to weather)	2
Animal or object in carriageway	1
Disobeyed Give Way or Stop sign or markings	1
Loss of control	1
<b>TOTAL</b>	<b>6</b>

**Severity of accident**

Date	Fatal	Serious	Slight	Total
2008	0	1	0	1
2009	0	0	2	2
2010	0	0	2	2
2011	0	0	0	0
2012	0	0	1	1
<b>Total</b>	<b>0</b>	<b>1</b>	<b>5</b>	<b>6</b>

C127 Blacktop Road. Injury Only Collisions 2008 to 2012



AberdeenCity OSMaps

**ACCIDENT SEVERITY KEY**  
 Serious Injury Accident ■  
 Slight Injury Accident ●

**Collision Factor 1**

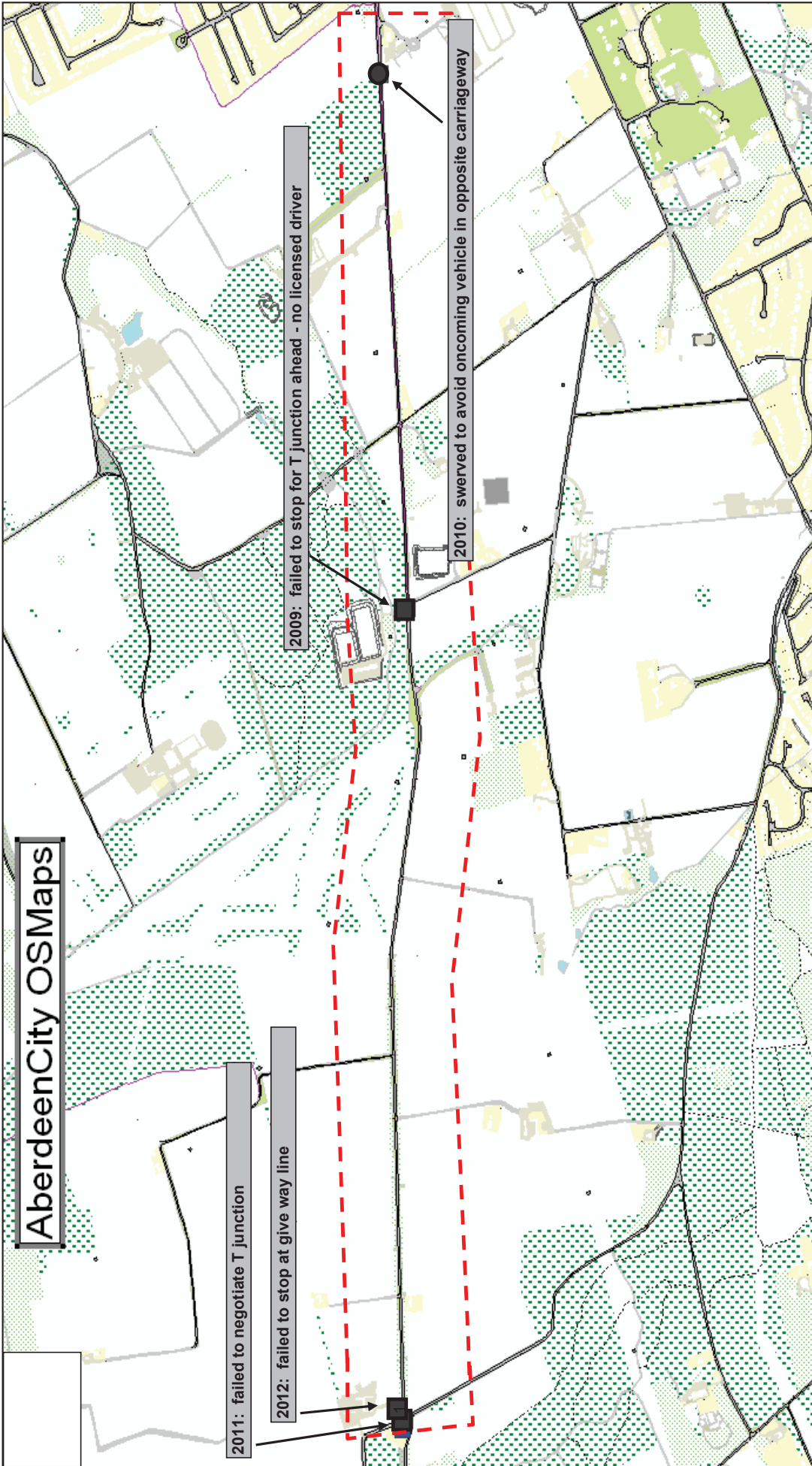
Poor or defective road surface	1
Slippery road (due to weather)	1
Disobeyed Give Way or Stop sign or markings	1
Travelling too fast for conditions	1
Dazzling sun	1
<b>TOTAL</b>	<b>5</b>

**Severity of accident**

Date	Fatal	Serious	Slight	Total
2008	0	0	1	1
2009	0	0	2	2
2010	0	1	0	1
2011	0	0	1	1
2012	0	0	0	0
<b>Total</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>5</b>



AberdeenCity OSMaps



Severity of accident

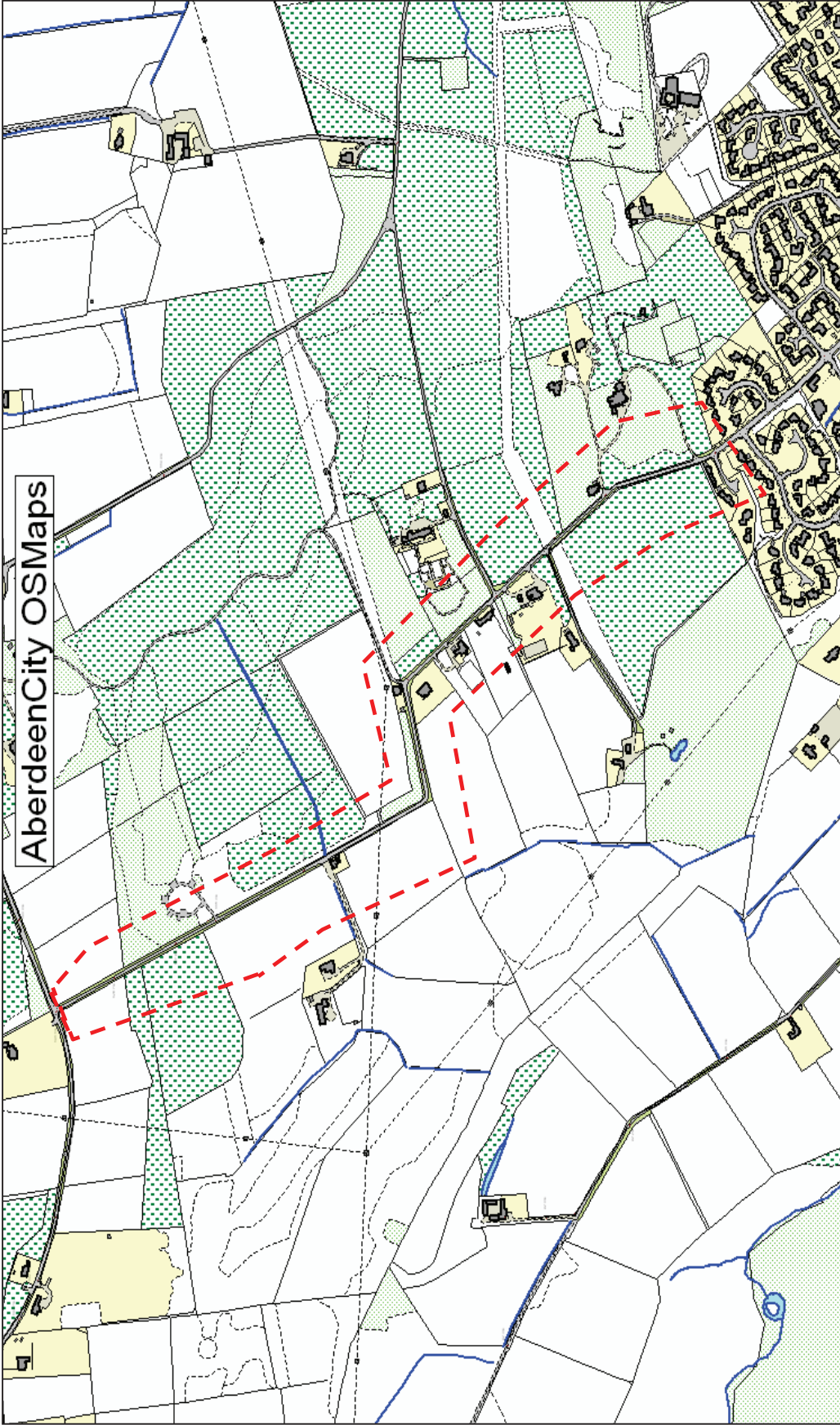
Date	Fatal	Serious	Slight	Total
2008	0	0	0	0
2009	0	1	0	1
2010	0	0	1	1
2011	0	1	0	1
2012	0	1	0	1
<b>Total</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>4</b>

Collision Factor 1

Disobeyed Give Way or Stop sign or markings	1
Junction overshoot	2
Swerved	1
<b>TOTAL</b>	<b>4</b>

ACCIDENT SEVERITY KEY

- Serious Injury Accident
- Slight Injury Accident



\*\* No recorded Injury accidents at this location between 2005 and 2012

01 May 2013

Your Ref:

Our Ref: RP8332

Ms Laura Snee M.I.H.E.  
Engineering Officer  
Aberdeen City Council  
Enterprise, Planning and  
Infrastructure  
74 - 76 Spring Garden  
ABERDEEN  
AB25 1GN

Road Policing  
Nelson Street  
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AB24 5EQ

Tel: 101

[aberdeenservicecentre@scotland.pnn.police.uk](mailto:aberdeenservicecentre@scotland.pnn.police.uk)

Dear Ms Snee

### **PROPOSED REDUCTION IN SPEED LIMITS - CULTS/KINGSWELLS AREA**

I refer to your recent correspondence in connection with the above matter and thank you for providing me with the opportunity to provide comments on the proposal.

Your correspondence sees proposals for reductions in speed limits on a number of roads in and around the Kingswells and Cults area and my intention is to address each route individually. That said, on 15 April 2013, I submitted a response to your office on a proposal for a speed limit reduction for the C128 Kingswells - Cults road. For the sake of brevity, coupled with the fact that any response to this further proposal for the same route (C128) would contain identical information to that contained in my letter of 15 April, it is not my intention to repeat my observations and I would simply refer you to my previous response solely for the C128.

As I now consider these additional routes, I will use my standard approach of examining the supplied injury collision history, speed survey results and potential for enforcement. I have also visited the routes in question and considered the proposals from a Police perspective.

**C128 Kingswells to Cults** - see information contained within my letter dated 15 April 2013 to Mr Graeme McKenzie, Traffic Management Team, Aberdeen City Council.

#### **C127 Blacktop Road**

##### Road Collision History

The information provided indicates five injury collisions, only one of which has a linkage to speed, ie 'travelling too fast for the conditions.' This history is not indicative of speed being a contributory factor for collisions on this route and of particular note is that during 2012, there were no reported injury collisions.

#### Speed Survey Results

Low speeds are recorded in the survey, both mean and 85th percentile, which suggests that drivers are already responding to the nature of the road and the circumstances they are encountering.

#### Enforcement

This would not be deemed as a priority route for Police enforcement, given the small number of casualties and perhaps, of more relevance, the fact that a limited number of vehicles being used on the route would reach speed enforcement thresholds.

#### **C127 Countesswells Road**

##### Road Collision History

Over the five year period, only 4 injury collisions were recorded, three of which pertain to junction related movements.

#### Speed Survey Results

Interestingly, this route is somewhat different in terms of road lay-out, with longer sections of straight road which are capable of achieving higher speeds. Despite this, recorded speeds are not particularly high, with the 85th percentile speed not exceeding 43 miles per hour. In the mean speed category, this rises and up to 50 miles per hour is achieved. These higher speeds are not unsuitable for the route and with limited accesses and junctions, it again appears that drivers are already travelling at a speed which is appropriate for the location.

#### Enforcement

This would not be deemed as a priority route for Police enforcement, given the limited number of casualties. Once again the number of vehicles which might breach any speed limit enforcement threshold would be limited.

#### **C129 Baillieswells Road**

##### Road Collision History

There were no reported injury collisions on this route during the past 5 years.

#### Speed Survey Results

The only section of road where a higher speed can be achieved is the section which runs from the Blacktop junction, descending past the entrance to Foggieton Woods, before it then enters a series of bends before then travelling towards the built up area. These latter features naturally prevent any period of higher speed from being maintained. In any event, the speed surveys show the 85th percentile around 50 miles per hour at the monitoring point, which I would consider as appropriate.

#### Enforcement

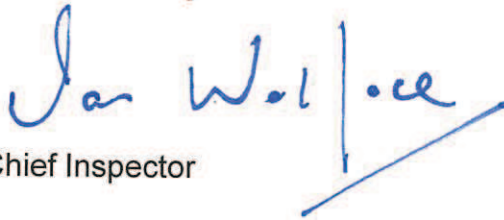
This would not be deemed as a priority route for Police enforcement, given the lack of any recent reported injury collisions. Once again, the number of vehicles which might breach any speed limit enforcement threshold would be limited.

**NOT PROTECTIVELY MARKED**

While I would again want to reiterate the sentiment of my previous correspondence concerning the Police Service of Scotland wishing to promote the safe use of the road, I am, however, again unable to lend my support to these proposed speed limit reductions. I am unconvinced that the case is proven for the reductions being applied and having viewed the data made available to me, it appears that the vast majority of motorists are already using these routes in a safe and responsible manner.

I trust the foregoing will be of assistance to you.

Yours sincerely

A handwritten signature in blue ink that reads "Ian Wallace". The signature is written in a cursive style with a long horizontal stroke at the end.

Chief Inspector

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15 April 2013

Your Ref: AS/GM/1/59/1/1

Our Ref: RP8332

Mr Graeme McKenzie  
Technical Officer  
Aberdeen City Council  
Traffic Management Team  
Enterprise, Planning &  
Infrastructure  
Spring Garden  
ABERDEEN  
AB25 1GN

Road Policing  
Nelson Street  
Aberdeen  
AB24 5EQ

0845 600 5 700

Dear Mr McKenzie

### **PROPOSED SPEED LIMIT REDUCTION: C128C KINGSWELLS - CULTS ROAD**

I refer to your recent correspondence in connection with the above matter and thank you for allowing me the opportunity to provide formal comment on behalf of the Police Service of Scotland.

In your correspondence you have asked for formal comment on a proposed speed reduction on the above route, which at present is governed by the national speed limit of 60 miles per hour. In considering such proposals on behalf of the Police, my initial action is always to identify the rationale behind the reduction being sought. In my experience, the reasons can include:

- concerns due to regular high speeds, recorded through traffic monitoring equipment, which compromise road safety at the location; or
- road traffic collisions which have a direct correlation to excessive or inappropriate speed; or
- a change in local circumstances, i.e. a local development which sees the nature of the route and/or vehicle usage changing.

A comment which was passed to me many years ago by a fellow senior officer in Road Policing was that '*speed limits have to be realistic.*' In essence, what I was being told was that an average motorist, when driving on a road and observing a posted speed limit, should immediately be able to understand why a limitation has been placed upon their manner of use of the road.

In the case of an urban area, with residential and industrial premises being present and a road layout which may have numerous junctions with the potential for multiple pedestrian and vehicle movements, a reduced speed limit can be relatively straightforward to understand. Where the need for a reduction becomes less clear is often in a rural setting, where traffic interaction and risks, while still present, are less evident.

Since receiving your correspondence, I have visited and driven along the route in question, to allow me to assess and understand the proposal being considered. In addition, I have examined the written information and statistical data provided to me and now offer the following observations:

#### Road Collision History

I looked at the recorded injury collisions on the route between 2008 - 2012, considering frequency, causal factors and level of severity.

While the route had previously sustained a number of injury collisions, road engineering related improvements performed in 2011 at key 'collision cluster' locations have apparently resulted in a positive impact on collision numbers, with no injury collisions reported at these sites in the 12 month period after installation. My experience is that reductions in speed limits are often considered at locations where there is a constant or escalating road safety concern, however, with this route seeing a marked improvement in terms of injury collisions, it does not add weight to the argument for a reduction in the speed limit.

#### Speed Survey Results

The speed survey results were particularly interesting, as they showed an 85th percentile speed which never exceeded 50 miles per hour. Indeed, the mean speed was recorded between 38 and 44 miles per hour which is most certainly not indicative of excessive or high speeds at the recording locations. After viewing these results, I can only conclude that most drivers already appear to be driving at a speed which they consider appropriate for the prevailing circumstances.

When I drove along the route, I found some locations where the maximum safe speed was in the region of 20 to 30 miles per hour, while at others, a higher speed was quite safe. The need for these lower speeds occurred on bends nearer Kingswells where, quite frankly, it would be impossible to negotiate them safely at a speed in excess of 30 miles per hour. This is a prime example of the variances in route layout frequently experienced on a rural road, which often sees a series of bends and twists followed by a straight section of road. As a consequence, the application of a meaningful speed limit in such circumstances is made all the more challenging.

There are numerous unclassified rural roads throughout the north east of Scotland which are governed by the national speed limit. Irrespective of the limit in force, a speed limit should never be viewed as a target speed for a driver to achieve. Importantly, the onus remains on the driver to drive according to the prevailing circumstances, irrespective of any speed limit which exists.

#### Enforcement

The final consideration when providing comment from a Police perspective is from the stance of potential enforcement. With various competing demands, the Police have to prioritise their actions and in terms of speed enforcement, this normally results in action being taken on routes with a speed related injury collision history or where there is statistical evidence of excessive speed. Without these qualifying conditions being met, the likelihood of enforcement being conducted at a location is quite limited.

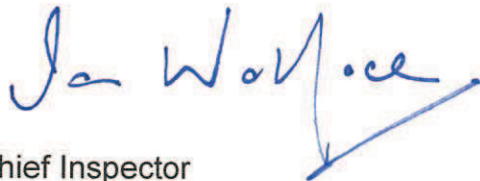


In conclusion, the Police will always seek to promote and encourage the safe use of the road network, as 'keeping people safe' is the key outcome which Police Scotland seeks to deliver. I do, however, have to return to the comments previously made to me about the need for speed limits to be realistic.

On this particular occasion, I can find no specific evidence which convinces me that a reduction in the existing speed limit is either warranted or particularly enhances road safety. On that basis, I am not supportive of any change to the speed limit being applied.

I trust that this will be of assistance to you.

Yours sincerely

A handwritten signature in blue ink that reads "Ian Wallace". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Chief Inspector

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## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	Enterprise, Planning and Infrastructure
<b>DATE</b>	29 August 2013
<b>DIRECTOR</b>	Gordon McIntosh
<b>TITLE OF REPORT</b>	Flood Management – Flood Guard Grant Scheme
<b>REPORT NUMBER</b>	EPI/13/129

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### 1.0 PURPOSE OF REPORT

This report has been produced in response to the motion raised by Councillor Malone on 21 May 2013 re installation of flood guards

The motion requested that

"In view of the recent floods experienced by many households throughout the city, I request that we follow the good practice of other local authorities by supplying affected households with appropriate flood guards that should have a useable life of around 15-25 years, instead of sandbags. I recognise that this would mean a change in policy, therefore I would request that officer's report back to the appropriate committee with a report comparing the labour costs etc"

### 2.0 RECOMMENDATION(S)

That the Committee:

1. agrees to the instigation of a grant for the provision of flood guards
2. agree that, subject to suitable funds being made available through the annual budget process, a sum up to a maximum of £50,000 be provided for the next 5 years to manage the project and approve the grant expenditures.
3. agree that, subject to a budget provision, a grant of 50% of the cost of installation of flood guards up to a maximum of £1,250 per property be made to affected property owners on receipt of proof of expenditure.
4. to instruct officer to monitor the take up on this provision and to report back to the committee at a future date

### 3.0 FINANCIAL IMPLICATIONS

An annual sum, to be capped at a maximum of £50,000, subject to suitable funds being made available in the annual budget process be provided to assist with the purchase and installation of flood guards to properties affected by the effects of flooding.

### 4.0 OTHER IMPLICATIONS

The award of a grant will reduce the requirement to provide sandbags to properties whilst reducing the risk of flooding to properties.

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

### 5.0 BACKGROUND/MAIN ISSUES

Aberdeen City Council are fully complying with the requirements of the Flood Risk Management (Scotland) Act 2009, however there are properties within the city which have experienced flooding problems, some on a regular basis, for which there is no prospect of a permanent solution in the short to medium term.

In these circumstances Aberdeen City Council provide sandbags to owners of properties which are liable to be flooded in a predicted flood event.

The average cost of supplying approx 20 sandbags and collecting after the (predicted) flood event is approximately £60 per property. This figure is high because in most instances the sandbags are made available for collection from one of the Roads depots, delivery usually only takes place during periods of high rainfall.

Current SEPA Flooding Maps show that in a 1:200 year flood approximately 400-500 properties will be affected, looking at the flooding instances around the 23<sup>rd</sup> December 2013 many of the properties affected were not on SEPA’s map but were caused by the culvert pipework being unable to cope with the high flows.

The average cost of supplying (excluding fitting) of flood guard products is as follows:

Domestic door guard	£500	x 2 =	£1,000
Garage door guard	£1000	x 1 =	£1,000
Air brick cover	£50	x 6 =	£ 300
Non-return valve	£100	x 1 =	<u>£ 100</u>
			<u>£2,400</u>

Probable cost to provide flood guards to known properties would be approx **£1,200,000**

In Moray, flood guards are to be issued **in lieu of a flood defence** scheme in one specific area and the average cost was approx £2500 per property.

Although there is no statutory obligation to do so other Local Authorities make discretionary ex-gratia payments to assist with the purchase of flood guards.

It is proposed that Aberdeen City Council implement a similar scheme.

On this basis it is therefore proposed to provide a grant of up to a maximum of 50% of this average cost i.e. £1250 per property for the owner to purchase and install flood guards.

The actual grant would be paid out respectively on the basis of proof of expenditure.

This grant would be set at an annual fixed sum available on a “first come, first served basis” until the annual limit is reached.

Each application would be assessed individually and the following qualifying criteria would apply:

- a) The property has been flooded previously and actual property/contents damage has been sustained.
- b) There is an ongoing risk of flooding to the property and there is no permanent solution available financially in the short term.
- c) The installation of flood guards would reduce the future risk of damage to the property.

## **6.0 IMPACT**

An Equality and Human Rights Impact Assessment was not carried out on this proposal as there are no negative impacts anticipated on any particular group with the protected characteristics.

The Council shall ensure that any information published on the scheme/grant will be in accessible formats and translated versions made available on request.

## **7.0 REPORT AUTHOR DETAILS**

Ian Taylor



Engineer

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## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	Enterprise Planning and Infrastructure
<b>DATE</b>	29 AUGUST 2013
<b>DIRECTOR</b>	Gordon McIntosh
<b>TITLE OF REPORT</b>	Union Bridge – Suicide Prevention Measures
<b>REPORT NUMBER</b>	EPI/13/128

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### 1.0 PURPOSE OF REPORT

This report is in response to the following motion raise by Councillor's Kiddie and Cormie at the meeting of Council on 1<sup>st</sup> May 2013:

“In view of recent tragedies, that Council consults the NHS, Police Scotland - Aberdeen City Division and the Samaritans and calls for a report thereafter on possible measures to prevent access to the parapet of Union Bridge, which may involve placing decorative spikes, which would in turn require consultation with Historic Scotland given the bridge's listed status.”

The Committee Resolved:

‘To instruct officers to submit a full report to the next meeting on the terms of the motion, and to include reference to the measures which have been taken by other local authorities with similar issues.’

### 2.0 RECOMMENDATION(S)

It is recommended that the Committee agree:

- a) To instruct officers to proceed with the development of option A and to submit applications as necessary for the relevant permissions
- b) The project to be funded from the Capital Project ‘City Centre transport Infrastructure’

### 3.0 FINANCIAL IMPLICATIONS

Officer's time for the investigation and preliminary design has been funded from the roads revenue budget.

It is estimated that option A would cost approximately £120k to install. Option B approximately £85K. The works could be funded from the Capital project budget for 'City Centre transport Infrastructure'.

Network Rail has confirmed in writing that it would waive costs associated with the installation work – i.e., the cost of track possessions.

#### **4.0 OTHER IMPLICATIONS**

Union bridge is dominant in the city centre landscape. Any alterations to its appearance may attract comment and possibly opposition by way of objection to planning application.

#### **5.0 BACKGROUND/MAIN ISSUES**

5.1 Two reports on suicide prevention measures at Union Bridge were submitted to committee in 2008. The outcome was the erection of signs on the bridge, advertising the Samaritans (February 2009):

5.2 In April 2013, the Aberdeen and Aberdeenshire Council – Choose Life Steering Group – Union Bridge Incident Review Sub Group, drew up an action plan for the site. Details of the plan are given in appendix 1.

5.3 Police Statistics for Incidents at the Bridge (threatening to jump or actually jumped)

2008	2009	2010	2011	2012	2013
13	14	29	17	12	15

There is also the possibility that injuries and even fatalities could be suffered by road and rail users as a result of someone jumping from the bridge.

5.4 The preparation of this report has considered the following physical measures as possible deterrents:

- i) Netting attached to the north face of the bridge.
- ii) Finials (spikes) attached to the top rail of the parapet.
- iii) Increasing the height of the existing parapet to a minimum of 2m above footpath level.



The installation of netting would require alterations to the existing listed structure. There are also concerns that the presence of the netting might be seen by some as a challenge and attract jumpers. In addition there would be maintenance issues with litter accumulating in the netting and the access required to clear it.

The attachment of finials to the top rail of the parapet was discussed with specialists in cast iron work. There was concern that they would not be able to get a fixing of suitable strength. There were also concerns about damage to the listed structure.

It was therefore decided to proceed with a more detailed investigation into the possibilities for increasing the height of the parapet.

- 5.5 Recent studies have concluded that the erection of barriers is effective in reducing suicide attempts at bridges. Whilst signage, provision of phones and CCTV surveillance can have some effect they should be seen as a supplement to the erection of barriers and not as an alternative. The studies consulted are listed as background papers.
- 5.6 Since the May committee a meeting has been held with Police Scotland the British Transport Police and Historic Scotland. Discussions have been held with Network Rail, and Choose Life Scotland.
- 5.7 Officers have drawn up two possible schemes for increasing the height of the parapet – these are detailed in appendix 2. Discussions with Aberdeen City planners and Historic Scotland indicate that option A or a variation on option A has less risk of being rejected for listed building consent than option B.
- 5.8 A wide range of measures have been used at bridge sites to prevent suicide attempts both here in the UK and worldwide. The report by Robert Dearman, listed below, gives the most comprehensive description of measures within the UK and can be made available to elected members on request.

## **6.0 IMPACT**

Union Bridge is dominant in the landscape of Union Street/Union Terrace. Changes to its appearance will attract comment. This has to be balanced against the ongoing loss of life at the site and the possibility of third party injury or death.

## **7.0 MANAGEMENT OF RISK**

There is a risk that listed building consent could be refused. However initial discussions have taken place with Historic Scotland and some indication of what might be possible indicated.

Police Scotland has requested the erection of temporary barriers as an interim measure in advance of a permanent barrier. There is a risk that the implementation of a permanent solution is prevented or significantly delayed leaving the temporary solution as the de facto permanent solution.

## **8.0 BACKGROUND PAPERS**

Knapp, McDaid and Parsonage, Mental Health promotion and Mental Illness prevention: The Economic Case, London 2011.

Draper John, Suicide Prevention Measures on Bridges: The National Suicide Prevention Lifeline Position, New York 2008.

Dearman Robert, Hope for Bridge of Despair: Measures to Prevent Suicide at Archway Bridge, London 2001.

## **9.0 REPORT AUTHOR DETAILS**

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# **Appendix 1**

Action Plan Prepared by 'Chose Life' Steering Group – April 2013/Revised July 2013

Action Number	Task	Owner	Outcome
1	Provide constant CCTV coverage of footpath on Bridge	Police ( Sgt Megan Heathershaw )	Police have operating procedure in place <b>Complete</b>
2	Replace signage on bridge	Neil Murray	Signs replaced on 3 <sup>rd</sup> April <b>Complete</b>
3	Street Pastors to give location passing attention. Also agreed to explore further training for Pastors and recruit a Pastor as a Safetalk Trainer	Gerry Bower	
4	City Wardens to provide passing attention and consider scheduling static duties in the area of the bridge. Training to be arranged for city centre wardens	Colin Walker Neil Murray	Met with Colin Walker on 19 <sup>th</sup> April and agreed that NM would speak informally to small groups of wardens to raise awareness of issues on the bridge and give advice on course of action to be taken in the event of someone seen in distress etc. Dates to be set. Email correspondence with Colin and likely dates to be 20/21/27/28 <sup>th</sup> June. <b>Complete</b>
5	Enhanced signage in the area of statue on	Neil Murray Colin Walker	Met with Colin Walker on 19 <sup>th</sup> April and agreed

	Union Terrace junction		to progress. 23 <sup>rd</sup> April advised that flower tubs are sponsored by private companies: ACC to contact them to ascertain if they have objections to Samaritans signage on bench side of tubs displaying their adverts. 23 <sup>rd</sup> May Confirmed ACC to erect signs on "seat" side of pots. Posters delivered to Colin on 16/5/13 <b>Complete</b>
6	Brief staff in shops opposite bridge to report persons of concern to the Police ( neighbourhood watch ) Consider posters etc	Sgt Megan Heathershaw  Neil Murray	Consider meeting Emily McQueen Community Safety Officer ACC. All shops overlooking bridge visited and advice given and material left for staff. <b>Complete</b>
7	Blast Adds in vicinity of bridge	Neil Murray	tbc
8	When operational, consider activity in area by City Ambassadors	Colin Walker Neil Murray	tbc
9	Information stand in Trinity Centre	Neil Murray	Neil to arrange introductory meeting with Linda Stewart, Manager, Trinity Centre Management have been consulted and

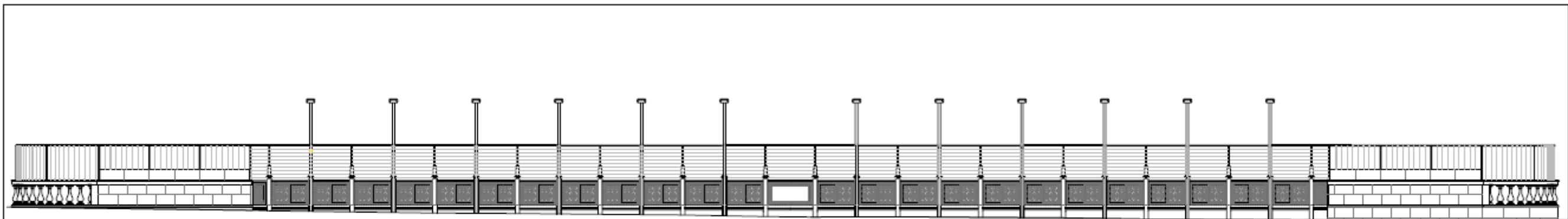
			agree to stand within Mall. To be considered in the autumn/winter.
10	Greater use of social networks to promote Choose Life message	Neil Murray	Consider meeting with Ruairi Campbell, Espionage to utilise message screens in city centre clubs. Further discussion with Police to take place.
11	Use existing pages on Police and ACC Facebook to promote Chose Life message	Neil Murray Colin Walker Insp Iain Maclelland	Link from Police facebook and twitter pages to Choose Life established 4 <sup>th</sup> April <b>Complete</b>
12	Adverts on buses	Neil Murray	Samaritans progressing this on buses and Scotrail services.
13	Links to Samaritans etc on ACC internet pages relating to bridge	Colin Walker Neil Murray	19 <sup>th</sup> April met with Colin walker. ACC have set up a dummy site to test the concept of linking to support pages when researching Union Bridge. 17/5/13 still being assessed
14	Global text messaging	Neil Murray	
15	Screen Projector and Safe Space Vehicle	Neil Murray	Kath at Samaritans contacted to source electronic version of poster (on bridge) sent to Police for inclusion in ppt display. Requesting email sent 17/5/13.

			Confirmed this will go ahead in the autumn. Samaritans and Choose Life will be present at launch.
16	Make contact with Andrena Lawrence at Marywell Health Clinic re Homeless	Neil Murray	16/5/13 Email sent to Andrena suggesting dates for meeting. Very good meeting, Andrena now an 'Ambassador'. Significant CL material available to homeless community.
17	Make contact with Susan Montgomery and Scott at Aberdeen Cyrenians	Neil Murray	Met with Susan on 16/5/13 and arranged introductory meeting with her and Scott early June. Because of sickness meeting postponed to August.

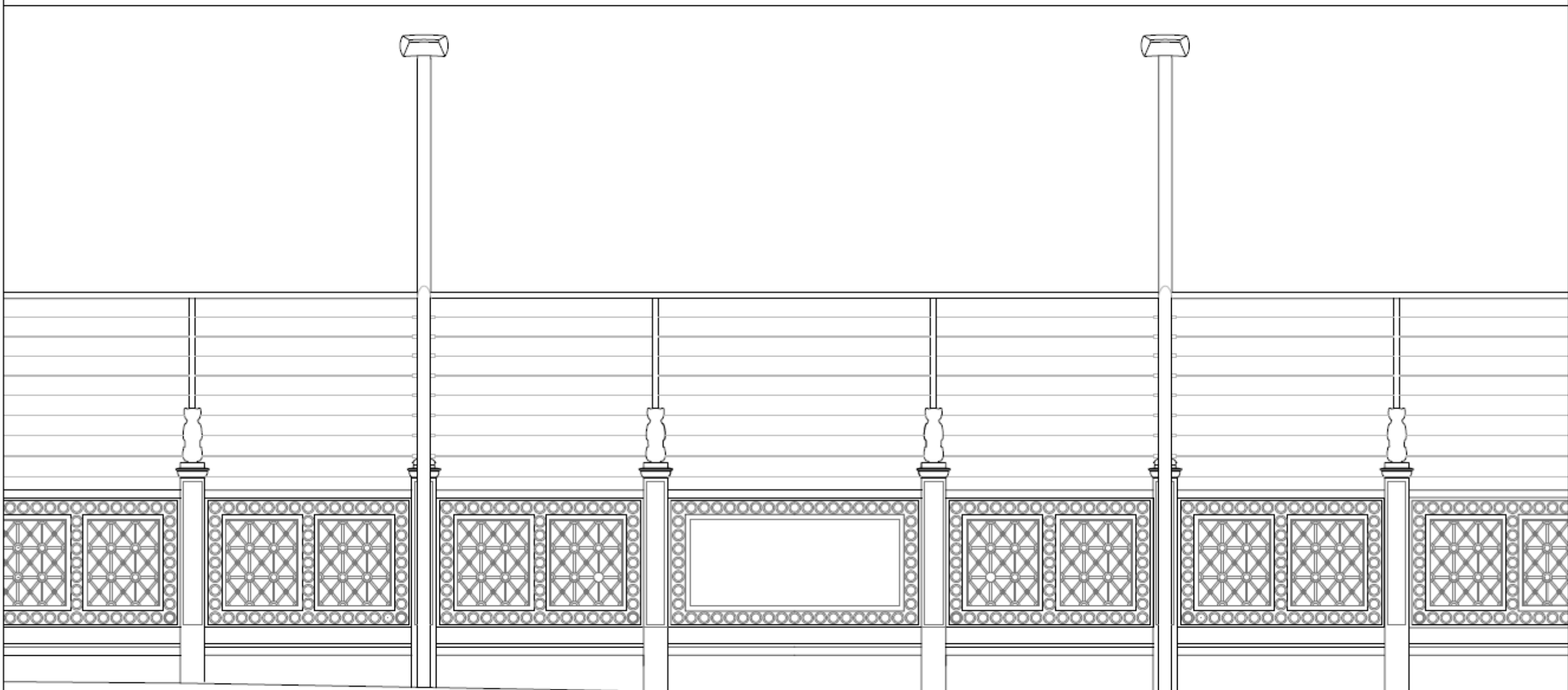
# **Appendix 2**

(Option A)

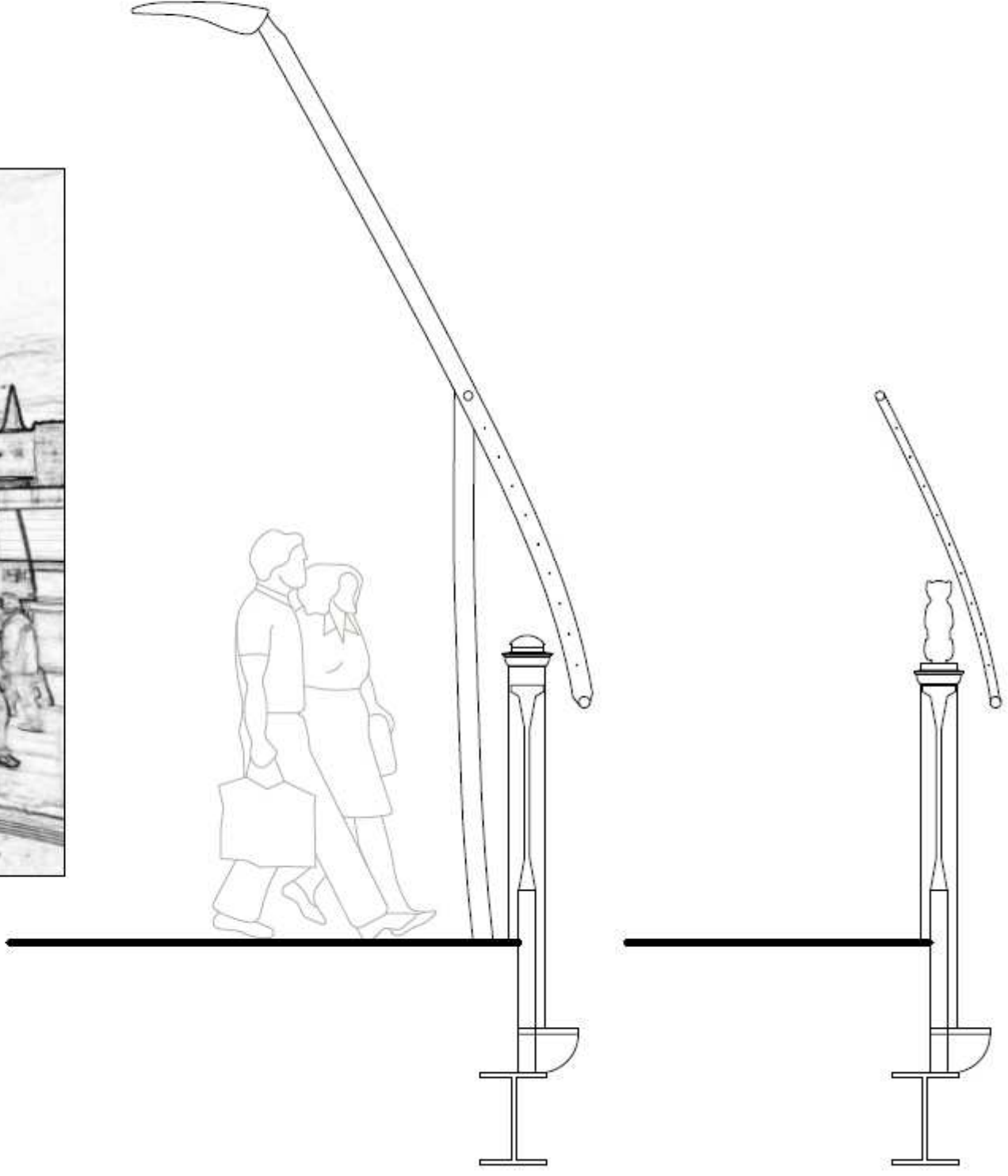
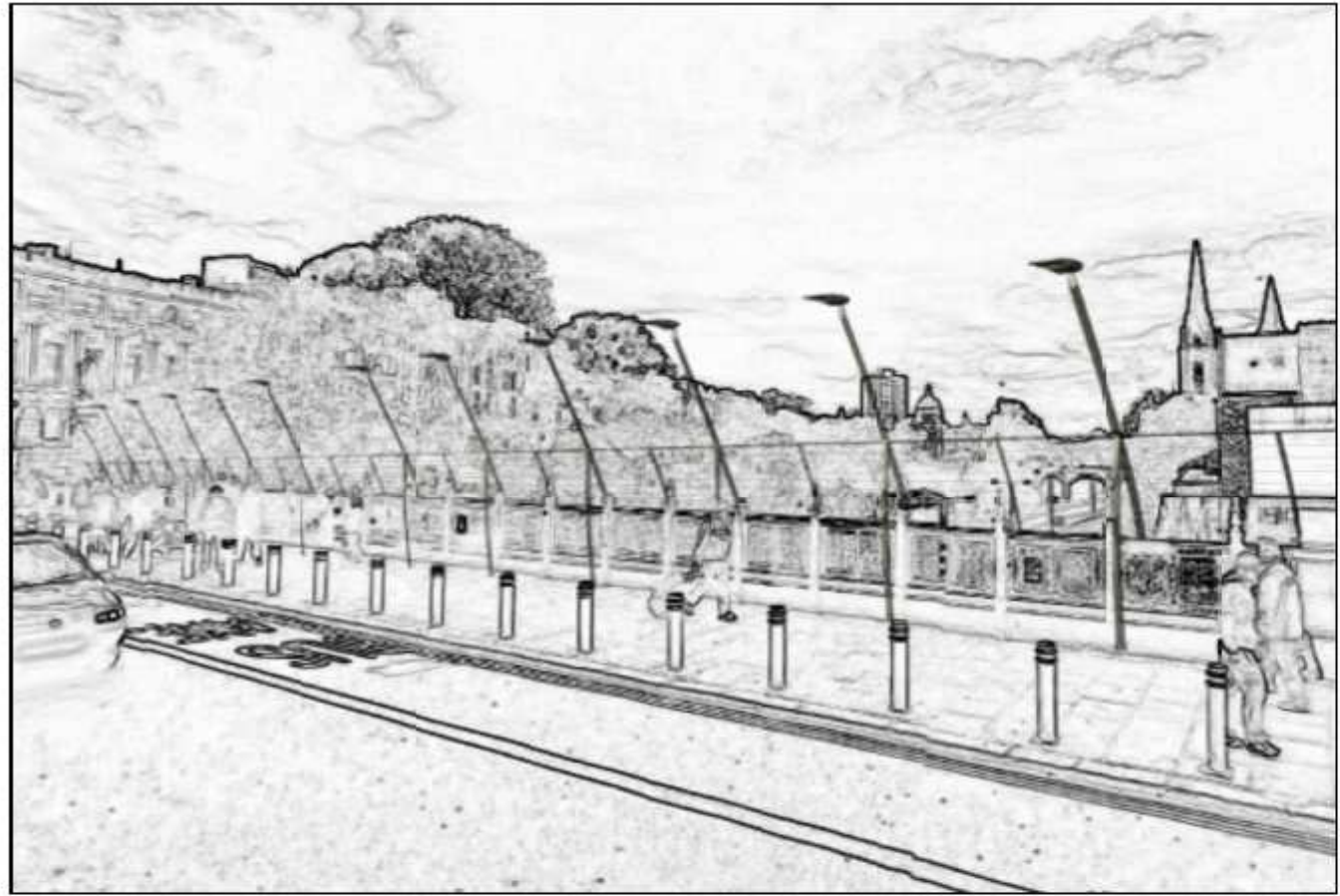




**Option A**  
Overall Elevation



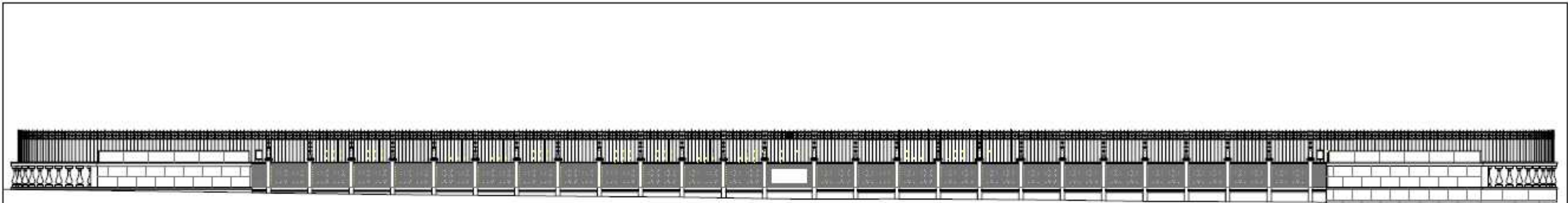
**Option A**  
Parapet Elevation



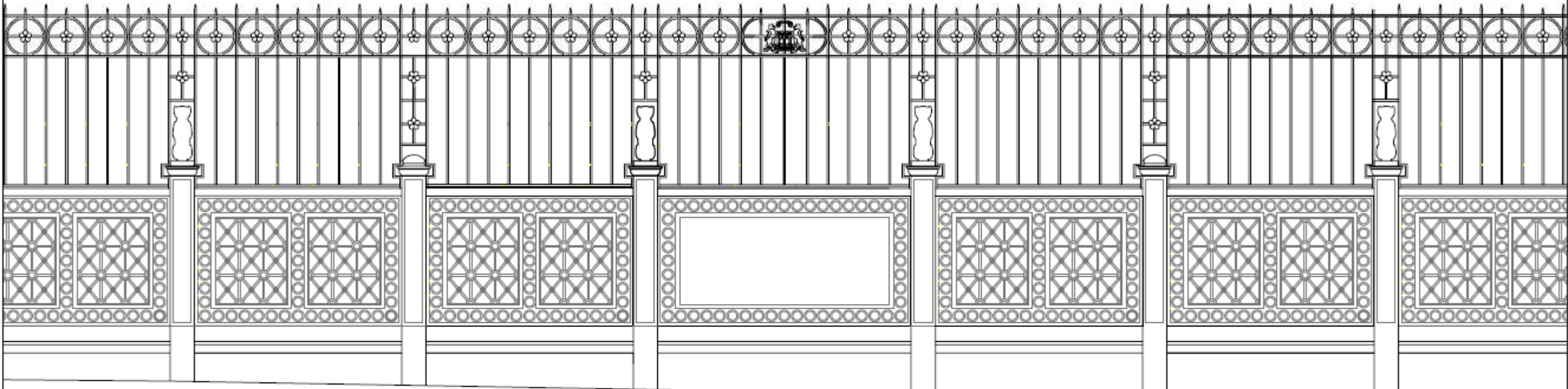
OPTION A

# **Appendix 2**

(Option B)



**Option B**  
Overall Elevation



**Option B**  
Parapet Elevation

## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise, Planning & Infrastructure
DATE	29 August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Capital Monitoring – Enterprise, Planning & Infrastructure Projects
REPORT NUMBER:	EPI/13/127

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### 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 underspend, carry forward or overspend will have implications for the programme. There are no issues at present that would result in such implications. As part of the Council's five year business plan, capital expenditure is now monitored within a five year timescale where appropriate. This has given budget holders the ability to profile across the full five years. In year monitoring will continue, alongside monitoring the complete Capital Programme.

Some projects are now profiled for little or indeed no expenditure in the current financial year. In these instances, budget holders have profiled the intended expenditure in the appropriate financial year. Budget holders who are profiling slippage on a legally committed project into the next financial year(s) are also profiling this expenditure into the appropriate year.

### 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 June 2012 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 16 projects, totaling £37.682 million allocated to it from the 2013/14 Non-Housing Capital Programme. The projects and total budget committed to each project included in the programme are:-

- 1) Corporate Property Condition & Suitability Programme  
£10.075 million
- 2) Cycling Walking Safer Streets Grant  
£232,000
- 3) Access From the North  
£5.293 million
- 4) Western Peripheral Route  
£4.945 million
- 5) Corporate Office Accommodation  
£1 million
- 6) NESTRANS - Capital Grant  
£882,000
- 7) Fleet Replacement  
£3 million
- 8) Planned Renewal & Replacement of Road Infrastructure  
£4.224 million
- 9) Land Acquisition – Contingency  
£554,000
- 10) Hydrogen Buses  
£800,000
- 11) City Broadband  
£1.949 million

- 12) St Nicholas House Demolition  
£2.713 million
- 13) Central Aberdeen Infrastructure: South College Street  
£1.4 million
- 14) Central Aberdeen Infrastructure: Berryden Corridor  
£250,000
- 15) Central Aberdeen Infrastructure: Union Street Pedestrianisation  
£265,000
- 16) A96 park & Choose / Dyce Drive Link Road  
£100,000

Spend for all projects to the end of July is £4.087 million. Spend profiles provided by budget holders show it is anticipated that underspend this financial year will be picked up in the following financial year(s).

Appendix A provides a breakdown of expenditure to date and relevant supporting information as necessary.

An update on the capital position will be reported to this Committee on 12 November 2013.

## 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 Enterprise, Planning & Infrastructure projects.

## 7. BACKGROUND PAPERS

Non-Housing Capital Programme 2012/13 – Capital Monitoring Report approved at Finance & Resources Committee on 19 June 2012

## 8. REPORT AUTHOR DETAILS

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**Appendix A:  
Capital Monitoring – Enterprise, Planning & Infrastructure projects 2013-14 to 2017-18**

<b>Project Description</b>	<b>Revised Budget 2013/14*</b>	<b>Spend to July 2013</b>	<b>Profiled out- turn 2013/14</b>	<b>Five year budget 2013-18</b>	<b>Legal Commit- ments</b>	<b>Profiled out- turn 2013-18</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Corp Property Condition & Suitability Programme	10,075	1,835	7,500	39,675	1,652	38,500
Cycling Walking Safer Streets Grant	232	17	232	573	50	573
Access From the North	5,293	569	4,766	15,473	60	15,476
Western Peripheral Route	4,945	0	4,945	7,345	7,345	7,345
Corporate Office Accommodation	1,000	169	750	1,000	50	1,000
NESTRANS - Capital Grant	882	0	882	6,062	6,062	6,062
Fleet Replacement	3,000	60	2,500	15,000	750	15,000
Planned Renewal & Replacement of Road Infrastructure	4,224	1,102	4,224	19,883	1,500	19,883
Land Acquisition - Contingency	554	(0)	0	554	554	554
Hydrogen Buses	800	31	31	2,000	0	2,000
City Broadband	1,949	8	8	1,949	0	1,949
St. Nicholas House Demolition	2,713	205	2,513	2,713	2,620	2,713
South College Street	1,400	0	5	5,500	0	5,500
Berryden Corridor	250	0	250	5,550	0	5,630
Union Street Pedestrianisation	265	10	160	9,000	10	8,995
A96 Park & Choose / Dyce Drive Link Road	100	80	2,313	15,200	0	15,200
<b>Totals</b>	<b>37,682</b>	<b>4,087</b>	<b>31,079</b>	<b>147,477</b>	<b>20,653</b>	<b>146,380</b>

\*Revised budget includes carry forward and adjustments approved by Finance & Resources Committee



- Due to legal action the award of the construction contract for the Third Don Crossing (Access From the North) may be delayed until January 2014.
- The final funding package for the Western Peripheral Route is close to being completed. An update will be given on the outcome of the agreement to the next meeting of this Committee.
- Corporate Office Accommodation spend to date has been on completing the staff relocations to Frederick Street offices.
- The City Broadband project will not have any major expenditure until the Budget Holder has provided a new business case showing proposed additional funding.
- St Nicholas House Demolition is profiled to be completed on budget.
- The A96 Park & Choose / Dyce Drive Link Road project has been reprofiled and will now spend significantly more than this financial year's budget in the early stages of the project, while staying within the five year budget.

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## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise, Planning and Infrastructure
DATE	29 August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	2013/14 Revenue Budget Monitoring
REPORT NUMBER:	EPI/13/132

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### 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) instruct officers to report, in due course, on the actual outturn compared to budget following completion of the 2013/14 financial statements.

### 3. FINANCIAL IMPLICATIONS

- 3.1. The total Enterprise, Planning and Infrastructure budget currently amounts to £39.5M of net expenditure.
- 3.2. Based upon present forecasts it is anticipated that the outturn for the Directorate will be £1.6M below 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. 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 3 (end of June 2013) 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 3 is a net underspend of £750K. The forecast outturn for the full year is a net underspend of £1.6M.

The outturn is based on a detailed review of progress towards achieving the income and expenditure budgets of each service and takes account of any factors which are expected to influence them. Detailed below are the main variances that are forecast to apply for the full year:

- Staff costs across the Directorate are forecast to be £1.4M below budget due the ongoing management of vacancies.
- Premises costs are forecast to be £780K below budget with the main savings coming from property repairs costs and rates costs.
- Planning application and building application fee income is forecast to exceed budget by £500K, as a result of a large number of new applications and a number large individual applications in the year to date.
- School transport costs are forecast to be £290K below budget due to improvements in the management of the contracts.
- Vehicle repair costs are forecast to be £900K above budget. The Service has a number of significant savings to make this year and at this stage its ability to achieve them is doubtful although continued investment in new vehicles will have a positive impact on the Services costs.

- Recoveries of accommodation costs from non-general Fund Services are forecast to be £270K below budget due to various staff relocations since the budget setting process.
- Energy costs for the main office sites are forecast to be £140K above budget.
- The outturns detailed in Appendix A incorporate the main risks identified by the Service to date. The most significant additional risk faced by the Service relates to the severity of the winter and its impact on roads maintenance and, to a lesser extent, school catering budgets.

## 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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DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT	30 June 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN	
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE
<b>ACCOUNTING PERIOD 3</b>		£'000	£'000	£'000	£'000	£'000	%
STAFF COSTS	29,437	29,437	7,359	6,875	(485)	27,766	(1,671) (5.7)%
PROPERTY COSTS	26,439	26,439	8,656	3,958	(4,698)	25,780	(658) (2.5)%
ADMINISTRATION COSTS	961	961	240	228	(13)	1,144	182 19.0%
TRANSPORT COSTS	4,925	4,925	1,231	983	(248)	4,555	(369) (7.5)%
SUPPLIES & SERVICES	27,002	27,002	6,748	3,836	(2,912)	27,718	715 2.6%
TRANSFER PAYMENTS	3,174	3,174	1,433	1,482	49	3,133	(41) (1.3)%
<b>GROSS EXPENDITURE</b>	<b>91,938</b>	<b>91,938</b>	<b>25,667</b>	<b>17,360</b>	<b>(8,307)</b>	<b>90,096</b>	<b>(1,841) (2.0)%</b>
LESS: INCOME							
GOVERNMENT GRANTS	(378)	(378)	0	2,221	2,221	(436)	(58) 15.4%
OTHER GRANTS	(15,851)	(15,851)	(3,933)	(674)	3,259	(15,790)	61 (0.4)%
INTEREST	0	0	0	0	0	0	0 0.0%
RECHARGES	(23,713)	(23,713)	(5,914)	(3,666)	2,248	(23,291)	422 (1.8)%
OTHER INCOME	(12,521)	(12,521)	(3,130)	(3,302)	(172)	(12,693)	(172) 1.4%
<b>TOTAL INCOME</b>	<b>(52,462)</b>	<b>(52,462)</b>	<b>(12,977)</b>	<b>(5,421)</b>	<b>7,555</b>	<b>(52,210)</b>	<b>252 (0.5)%</b>
<b>NET EXPENDITURE</b>	<b>39,476</b>	<b>39,476</b>	<b>12,691</b>	<b>11,939</b>	<b>(752)</b>	<b>37,886</b>	<b>(1,589) (4.0)%</b>

VIREMENT PROPOSALS

Several. See details within individual Head of Service summaries.

REVENUE MONITORING VARIANCE NOTES

**Employee Costs**

A number of vacancies have been identified and are being managed across the Directorate.

(1,671)

**Property Costs**

Savings in repairs and rates and overspends in energy costs are forecast

(658)

**Administration Costs**

An overspend in postages is forecast although this will be offset by savings within the other Directorates.

Overspends are also forecast within a number of activities within Economic and Business Development.

182

**Transport Costs**

Savings are forecast in School Meals delivery and in school pupil transport.

(369)

**Supplies & Services**

An overspend in materials in Fleet Services of £770K is forecast. Small savings are forecast in a number of areas across the Directorate.

715

**Transfer payments**

Savings are forecast in contributions made by the Environmental Projects team.

(41)

**Government Grants**

Funding contributions are forecast to be received for a number of projects that are expected to be completed in the current year.

(58)

**Other Grants & Contributions**

Rechargeable allowances under the governments Carbon Reduction Scheme are forecast to be less than budgeted.

61

**Interest**

No significant variances from budget are forecast for this item.

0

**Recharges**

Accommodation recoveries from non-General Fund services are forecast to be below budget budget, as are recharges for works done by the non-housing design team.

422

**Other Income**

Income from planning applications and building applications if forecast to exceed budget while School Catering income is forecast to be below budget.

(172)

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE  
ASSET MANAGEMENT AND OPERATIONS

AS AT	30 June 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN	
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE
<b>ACCOUNTING PERIOD 3</b>		£'000	£'000	£'000	£'000	£'000	%
STAFF COSTS	19,999	5,000	4,776	(224)	18,446	(1,553)	(7.8)%
PROPERTY COSTS	10,495	4,598	3,773	(825)	9,837	(658)	(6.3)%
ADMINISTRATION COSTS	619	155	183	28	729	110	17.7%
TRANSPORT COSTS	1,610	403	260	(143)	1,550	(60)	(3.7)%
SUPPLIES & SERVICES	10,023	2,506	2,793	287	10,704	681	6.8%
TRANSFER PAYMENTS	853	853	874	21	853	0	0.0%
<b>GROSS EXPENDITURE</b>	<b>43,599</b>	<b>13,514</b>	<b>12,658</b>	<b>(856)</b>	<b>42,119</b>	<b>(1,480)</b>	<b>(3.4)%</b>
LESS: INCOME							
GOVERNMENT GRANTS	0	0	0	0	0	0	0.0%
OTHER GRANTS & CONTRIBUTIONS	(53)	(13)	(28)	(15)	(7)	46	(87.5)%
INTEREST	0	0	0	0	0	0	0.0%
RECHARGES	(7,870)	(1,953)	(1,252)	701	(7,463)	407	(5.2)%
OTHER INCOME	(7,640)	(1,910)	(1,609)	301	(7,334)	306	(4.0)%
<b>TOTAL INCOME</b>	<b>(15,563)</b>	<b>(3,877)</b>	<b>(2,888)</b>	<b>988</b>	<b>(14,804)</b>	<b>760</b>	<b>(4.9)%</b>
<b>NET EXPENDITURE</b>	<b>28,036</b>	<b>9,637</b>	<b>9,769</b>	<b>132</b>	<b>27,315</b>	<b>(721)</b>	<b>(2.6)%</b>

VIREMENT PROPOSALS  
None this cycle

REVENUE MONITORING VARIANCE NOTES

**Employee Costs**

Vacancies are being managed across the Service with the main favourable variances being in School Catering, Roads, Non-Housing Design and Facilities Management.

(1,553)

**Property Costs**

Favourable variances are forecast in non-housing repairs of £530K and in rates costs of £350K. Adverse variances are forecast in energy costs of £190K for the main office sites.

(658)

**Administration Costs**

Postages are forecast to be overspent by £110K.

110

**Transport Costs**

School Catering transport costs for the delivery of meals will be underspent by £60K as the recharge from the Transport Unit has been removed.

(60)

**Supplies and Services**

Fleet costs for vehicle repairs are forecast to be overspent by £770K. Favourable variances are forecast in School Catering Provisions, Cleaning materials and in consultants costs within the Estates and Design teams.

681

**Transfer Payments**

No significant variance from budget is forecast for this item.

0

**Income**

An adverse variance is forecast for accommodation recoveries relating to Marischal College of £270K. Catering income is forecast to be £270K below budget and income for the Design Team is forecast to be £160K below budget.

760

(721)



ABERDEEN CITY COUNCIL  
REVENUE MONITORING 2013 / 2014

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE  
PLANNING AND SUSTAINABLE DEVELOPMENT

AS AT	30 June 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN		
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE	
<b>ACCOUNTING PERIOD 3</b>		£'000	£'000	£'000	£'000	£'000	£'000	%
STAFF COSTS		6,593	1,648	1,473	(175)	6,724	131	2.0%
PROPERTY COSTS		15,943	4,057	185	(3,872)	15,943	(0)	(0.0)%
ADMINISTRATION COSTS		112	28	17	(11)	128	16	14.4%
TRANSPORT COSTS		3,213	803	690	(114)	2,873	(340)	(10.6)%
SUPPLIES & SERVICES		14,725	3,679	351	(3,328)	14,754	30	0.2%
TRANSFER PAYMENTS		714	178	202	23	671	(43)	(6.0)%
<b>GROSS EXPENDITURE</b>		<b>41,300</b>	<b>10,394</b>	<b>2,918</b>	<b>(7,476)</b>	<b>41,093</b>	<b>(207)</b>	<b>(0.5)%</b>
LESS: INCOME								
GOVERNMENT GRANTS		(189)	0	2,546	2,546	(189)	0	(0.0)%
OTHER GRANTS & CONTRIBUTIONS		(15,159)	(3,760)	(532)	3,228	(15,159)	0	(0.0)%
INTEREST		0	0	0	0	0	0	0.0%
RECHARGES		(15,208)	(3,802)	(2,340)	1,462	(15,193)	15	(0.1)%
OTHER INCOME		(4,237)	(1,059)	(1,516)	(456)	(4,744)	(506)	12.0%
<b>TOTAL INCOME</b>		<b>(34,794)</b>	<b>(8,621)</b>	<b>(1,841)</b>	<b>6,780</b>	<b>(35,286)</b>	<b>(492)</b>	<b>1.4%</b>
<b>NET EXPENDITURE</b>		<b>6,506</b>	<b>1,773</b>	<b>1,076</b>	<b>(696)</b>	<b>5,807</b>	<b>(698)</b>	<b>(10.7)%</b>

VIREMENT PROPOSALS

None this cycle.

FORECAST  
VARIANCE  
£'000

REVENUE MONITORING VARIANCE NOTES

**Employee Costs**

Vacancies are being managed across the Service with the main favourable variances being in Environmental Projects and Development Planning. An adverse variance is forecast in Roads Projects based on a review of workload and the experience of 2012/13.

131

**Property Costs**

No significant variance from budget is forecast for this item.

(0)

**Administration Costs**

Development Management is forecast to incur advertising spend which has not been provided for in the budget.

16

**Transport Costs**

Savings are forecast in vehicle running costs in the PTU of £60K and in School transport of £290K as the result of improved contract rates.

(340)

**Supplies and Services**

Roads Projects are forecasting a requirement for the use of consultants that was not provided for in the budget.

30

**Transfer Payments**

Savings are forecast in Environmental Projects.

(43)

**Income**

Favourable variances are forecast in planning application and building application income.

(492)

ABERDEEN CITY COUNCIL  
REVENUE MONITORING 2013 / 2014

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE  
ECONOMIC AND BUSINESS DEVELOPMENT

AS AT	30 June 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN	
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE
ACCOUNTING PERIOD 3		£'000	£'000	£'000	£'000	£'000	%
STAFF COSTS	2,070	517	441	(77)	1,855	(214)	(10.4)%
PROPERTY COSTS	1	0	0	(0)	1	0	0.0%
ADMINISTRATION COSTS	176	44	36	(8)	240	64	36.4%
TRANSPORT COSTS	96	24	33	9	127	31	32.0%
SUPPLIES & SERVICES	2,126	531	726	195	2,136	10	0.5%
TRANSFER PAYMENTS	1,608	402	406	4	1,610	2	0.1%
<b>GROSS EXPENDITURE</b>	<b>6,076</b>	<b>1,519</b>	<b>1,642</b>	<b>123</b>	<b>5,969</b>	<b>(107)</b>	<b>(1.8)%</b>
LESS: INCOME							
GOVERNMENT GRANTS	(188)	0	(325)	(325)	(247)	(58)	31.0%
OTHER GRANTS & CONTRIBUTIONS	(584)	(146)	(100)	46	(569)	14	(2.5)%
INTEREST	0	0	0	0	0	0	0.0%
RECHARGES	(582)	(145)	(62)	84	(582)	0	(0.0)%
OTHER INCOME	(644)	(161)	(178)	(17)	(615)	28	(4.4)%
<b>TOTAL INCOME</b>	<b>(1,998)</b>	<b>(452)</b>	<b>(664)</b>	<b>(212)</b>	<b>(2,014)</b>	<b>(16)</b>	<b>0.8%</b>
<b>NET EXPENDITURE</b>	<b>4,078</b>	<b>1,067</b>	<b>978</b>	<b>(89)</b>	<b>3,955</b>	<b>(123)</b>	<b>(3.0)%</b>

VIREMENT PROPOSALS

None this cycle.

REVENUE MONITORING VARIANCE NOTES

**Employee Costs**

Vacancies in Service management and in Central Design are forecast to be held for the remainder of the year.

(214)

**Property Costs**

No significant variance from budget is forecast for this item.

0

**Administration Costs**

Additional expenditure is forecast in New Project Development and in International Trade and Investment.

64

**Transport Costs**

Additional expenditure is forecast in a number of areas, principally in European Funding and Projects.

31

**Supplies and Services**

No significant variance from budget is forecast for this item.

10

**Transfer Payments**

No significant variance from budget is forecast for this item.

2

**Income**

No significant variance from budget is forecast for this item.

(16)

(123)

**ABERDEEN CITY COUNCIL  
REVENUE MONITORING 2013 / 2014**

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

AS AT 30 June 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN		
		PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE	
	£'000	£'000	£'000	£'000	£'000	£'000	%
<b>ACCOUNTING PERIOD 3</b>							
STAFF COSTS	775	194	185	(9)	740	(35)	(4.5)%
PROPERTY COSTS	0	0	0	0	0	0	0.0%
ADMINISTRATION COSTS	54	14	(9)	(22)	47	(7)	(13.7)%
TRANSPORT COSTS	5	1	0	(1)	5	0	0.0%
SUPPLIES & SERVICES	128	32	(34)	(66)	124	(5)	(3.8)%
TRANSFER PAYMENTS	0	0	0	0	0	0	0.0%
<b>GROSS EXPENDITURE</b>	<b>962</b>	<b>241</b>	<b>143</b>	<b>(98)</b>	<b>915</b>	<b>(47)</b>	<b>(4.9)%</b>
LESS: INCOME							
GOVERNMENT GRANTS	0	0	0	0	0	0	0.0%
OTHER GRANTS & CONTRIBUTIONS	(55)	(14)	(14)	(0)	(55)	(0)	0.0%
INTEREST	0	0	0	0	0	0	0.0%
RECHARGES	(52)	(13)	(13)	(0)	(52)	0	0.0%
OTHER INCOME	0	0	0	0	0	0	0.0%
<b>TOTAL INCOME</b>	<b>(107)</b>	<b>(27)</b>	<b>(27)</b>	<b>(0)</b>	<b>(107)</b>	<b>(0)</b>	<b>0.0%</b>
<b>NET EXPENDITURE</b>	<b>855</b>	<b>214</b>	<b>116</b>	<b>(98)</b>	<b>808</b>	<b>(47)</b>	<b>(5.5)%</b>

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

**Employee Costs**

A saving is forecast in the management of vacancies.

FORECAST  
VARIANCE  
£'000

(35)

**Property Costs**

No significant variance from budget is forecast for this item.

0

**Administration Costs**

No significant variance from budget is forecast for this item.

(7)

**Transport Costs**

No significant variance from budget is forecast for this item.

0

**Supplies and Services**

No significant variance from budget is forecast for this item.

(5)

**Income**

No significant variance from budget is forecast for this item.

(0)

(47)

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## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise, Planning & Infrastructure
DATE	29 <sup>th</sup> August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Twinning & International Partnerships Applications
REPORT NUMBER:	EPI/13/131

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### 1. PURPOSE OF REPORT

The purpose of this report is to bring before Committee applications for financial assistance from the International Twinning Budget 2013-2014 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 2013-2014:

- i) £1,180 towards the visit of two curators from Gomel Museum of Military Glory to undertake learning workshops from museums in Aberdeen, 7<sup>th</sup> to 12<sup>th</sup> October 2013.
- ii) £3,500 towards an educational delegation to undertake a working visit to Academie Clermont to continue developing Franco-Scottish school links between the cities, Clermont-Ferrand, 16<sup>th</sup> to 20<sup>th</sup> September 2013.
- iii) £1,590 towards the participation of a Stavanger music group in the annual 'Christmas Light Switch-On Parade', 24<sup>th</sup> to 25<sup>th</sup> November 2013, Aberdeen.
- iv) £4,050 towards the participation of the Umdumo Wesizwe from Bulawayo in the Aberdeen International Youth Festival, Aberdeen, 25<sup>th</sup> July to 4<sup>th</sup> August 2013.
- v) £5,590 towards the visit of film and visual students and teaching staff of the University of Aberdeen to participate in Court Metrage 2014, and reciprocal visit by Court Metrage staff to Directors' Cut, Aberdeen, 1<sup>st</sup> February 2013 to 1<sup>st</sup> December 2014.

- vi) £4,789 towards the visit of music groups from Gomel and Regensburg for their participation in the International Concert during Offshore Europe, Aberdeen, 2<sup>nd</sup> to 5<sup>th</sup> September 2013.

### 3. FINANCIAL IMPLICATIONS

Full council approved the International Twinning Budget for 2013-2014 of £137,350. The approved budget from the Common Good Fund, provides £102,000 of monies towards the support of twinning projects and/or visits.

	<b>Balance of Budget Available at April 2013</b>	<b>£81,530</b>
i)	Contribution towards the visit of two curators from Gomel Museum of Military Glory to undertake learning workshops from museums in Aberdeen, 7 <sup>th</sup> to 12 <sup>th</sup> October 2013.	£1,180
ii)	Contribution towards an educational delegation to undertake a working visit to Academie Clermont to continue developing Franco-Scottish school links between the cities, Clermont-Ferrand, 16 <sup>th</sup> to 20 <sup>th</sup> September 2013.	£3,500
iii)	Contribution towards the participation of a Stavanger music group in the annual 'Christmas Light Switch-On Parade', 24 <sup>th</sup> to 25 <sup>th</sup> November 2013, Aberdeen.	£1,590
iv)	Contribution towards the participation of the Umdumo Wesizwe from Bulawayo in the Aberdeen International Youth Festival, Aberdeen, 25 <sup>th</sup> July to 4 <sup>th</sup> August 2013.	£4,050
v)	Contribution towards the visit of film and visual students and teaching staff of the University of Aberdeen to participate in Court Metrage 2014, and reciprocal visit by Court Metrage staff to Directors' Cut, Aberdeen, 1 <sup>st</sup> February 2013 to 1 <sup>st</sup> December 2014.	£5,590
vi)	Contribution towards the visit of music groups from Gomel and Regensburg for their participation in the International Concert during Offshore Europe, Aberdeen, 2 <sup>nd</sup> to 5 <sup>th</sup> September 2013.	£4,789
	<b>TOTAL</b>	<b>£20,699</b>
	<b>Amount remaining in budget if recommendations approved:</b>	<b>£60,831</b>

#### 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 all 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 strong link between Aberdeen and our twin cities who also provide organisational support, advice and guidance when required.

They will also make recommendations on funding available to the group and offer support to foster a relationship with the city so that it is long lasting and beneficial to the people of Aberdeen without requiring on-going 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 local 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) Contribution towards the visit of two curators from Gomel Museum of Military Glory to undertake learning workshops from museums in Aberdeen, 7<sup>th</sup> to 12<sup>th</sup> October 2013.**

The Gordon Highlanders Museum and the Gomel Museum of Military Glory share a long-standing link which has to date seen several loan and social exchanges take place. Last year a loan exhibition was sent to the Gomel Museum of Military Glory from The Gordon Highlanders Museum and this year a reciprocal loan exhibition will be sent to Aberdeen. To further develop the relationship between the two museums, the Director of the Gomel Museum of Military Glory proposed to The Gordon Highlanders Museum to receive two of the curators from the Gomel museum to undertake a learning and working visit. The proposed dates of the curator visit to Aberdeen are the 7<sup>th</sup> to 12<sup>th</sup> October 2013. The request from the museum Director in Gomel showcases Aberdeen as a sought after destination to learn from, promotes our museums and highlights the expertise in the city.

Discussions have already taken place with museums in Aberdeen as to whether they would be able to host and provide workshops for the curator visitors which have received a positive and enthusiastic response. The curator visitors will therefore spend two days at the Gordon Highlanders Museum, a day with the University of Aberdeen Special Collections and one further day with an Aberdeen City Council museum. It was decided to include other museums and contacts in Aberdeen to increase the benefits of the curators visit and maximise potential links which could be created.

During the curators visit it is anticipated they will learn the following:

- language skills training
- type of work with visitors by the different Aberdeen museums
- museum educational activities and interaction with schools
- how funding is attracted to the museums
- preservation techniques
- way of acquiring museum artifacts

The visit of the curators will provide continued professional development for both the Gomel and Aberdeen staff involved and a platform to learn new and different techniques from one another.

Aberdeen Gomel Trust and the Friends of Gomel will also be involved in the Gomel curators visit to Aberdeen and the Trust will be contributing financially to the visit so it can take place.



The application requests a total of £1,180 to cover accommodation, and food costs in Aberdeen. A full break-down of costs has been given below. As Gomel is unable to contribute as much financially the Aberdeen Gomel Trust and Friends of Gomel have agreed to contribute to their Aberdeen visit to cover their flights and visa costs.

<b>Expenditure</b>	
Flights	£1,000
Visa	£200
Accommodation	£880
Food Costs	£300
<b>Total</b>	<b>£2,380</b>
<b>Income</b>	
Other sources of income	£1,200
<b>Total</b>	<b>£1,200</b>
Expenditure-Income	2,380-1,200
<b>Total Applying For</b>	<b>£1,180</b>

**ii) Contribution towards an education delegation to undertake a working visit to Academie Clermont to continue developing Franco-Scottish school links between the two cities, Clermont-Ferrand, 16<sup>th</sup> to 20<sup>th</sup> September 2013.**

A delegation of Inspectors, Head Teachers and the Head of International Education from Clermont-Ferrand visited Aberdeen in late May 2013. This visit was to find out more about Scottish Education, meet with people who had visited Clermont-Ferrand, look at specific areas such as modern languages, business education, economics, English, vocational education and generally how the school system functions both in Aberdeen and Scotland. This was a very successful visit with our visitors impressed by what they witnessed in the schools and learnt from meetings with Officers in Education, Culture and Sport. It was a cordial and enthusiastic visit, during which there was a willingness to further develop links in feedback and planning sessions. An invite was issued by the delegates from Academie Clermont for an educational delegation from Aberdeen to visit schools and teachers in Clermont-Ferrand.

This application and joint initiative between Enterprise, Planning & Infrastructure and Education, Culture and Sport will fulfil part one of the next steps in the planning discussions. It is proposed up to ten people will travel to Clermont-Ferrand for the visit. This number is based on the Quality Improvement Officer (QIO) part of the work and the Head Teachers wishing to form a sustainable link with schools in Clermont-Ferrand. Approximately eight members of the delegation are QIOs and the remaining two are Head Teachers. This is a representative sample to gain maximum benefit from the visit.

The schools which have expressed interest and QIOs will be represented in this group with a view to:

- Head Teachers meeting their equivalent Head Teachers and visiting schools in Clermont-Ferrand to develop plans.
- QIOs working with inspectors to share and develop skills
- Building lasting relationships with curricular projects planned at school level and working together at local authority level
- Beginning the conversation to working together with Regensburg, also a twin of Clermont-Ferrand, to develop joint educational projects.

The anticipated project outcomes are envisaged to be the following:

- Increased opportunities for global citizenship experiences in schools, therefore promoting better understanding between countries and expanding horizons of staff and pupils
- Motivating experiences for developing modern languages skills and understanding which is better known as the 1+2 Language Plan
- Continuing Professional development for QIOs
- Improved image of Aberdeen and understanding of Aberdeen as a City of Learning
- Contribution to Aberdeen's 'Illuminating the North' 2017.
- Improved links educationally but also potentially with offshoots economically.

The International Twinning Budget last year supported a visit to Stavanger by Head Teachers and Education Officials in September 2012. This has since led to a joint application by Aberdeen and Stavanger Education Services for European funding to develop 5 joint secondary school projects in the area of skills for learning, life and work. This request for financial support will further develop educational links with our twin cities and will create additional school to school partnerships with a particular focus on improving the quality of modern language development. Following the visit a Comenius-Regio bid will be submitted to further develop projects between at least Aberdeen and Clermont-Ferrand.

This initial funding contributes to establishing lasting links with Clermont-Ferrand as personal contact provides the stimulus to sustainable project development. Clermont-Ferrand has made the first contact and this visit reciprocates and shows our commitment. Having established the links, schools will be able to develop sustainable language projects involving staff and pupils and the QIOs will continue to work in partnership with their counterparts sharing and developing experiences. The links will overall add to Aberdeen as an international city, developing a place and reputation in the world and a belief in Aberdeen as a city of learning.

The International Partnerships Officer, after the publicity of Twinning through school circulars and brochures, has received a number of school requests in Aberdeen to form a link with a school in Clermont-Ferrand. Clermont-Ferrand is a more popular choice to form a school link with as the majority of schools offer French as a foreign language. Having a French school link encourages the enthusiasm and demonstrates the importance of learning a foreign language to school pupils.

The application requests a total of £3,500 to contribute towards the cost of air flights to Clermont-Ferrand. La Ville de Clermont-Ferrand will pay for the cost of accommodation, food and transport as per the normal twinning arrangement.

<b>Expenditure</b>	
Flights to Clermont-Ferrand	£3,500
Food Costs	£1,500
Accommodation	£3,200
<b>Total</b>	<b>£8,200</b>
<b>Income</b>	
Contribution by Participants	£4,700
<b>Total</b>	<b>£4,700</b>
Expenditure-Income	8,200-4,700
<b>Total Applying For</b>	<b><u>£3,500</u></b>

**iii) Contribution towards the participation of a Stavanger music group in the popular annual 'Christmas Light Switch-On Parade', 24<sup>th</sup> to 25<sup>th</sup> November 2013, Aberdeen.**

Planning is underway for the annual Christmas Light Switch-On Parade which kick-starts Aberdeen's Winter Festival programme on Sunday 24<sup>th</sup> November 2013. The Parade is a highly popular event within the programme and can attract an audience of 15,000-25,000 depending on the weather conditions.

In 2012 a choir from Stavanger was invited to sing at the Christmas Tree Light Switch-On Ceremony. In keeping with the Norwegian links during the festive period in recognition of their gift of the Christmas Tree to Aberdeen, a choir of maximum 12 people from Stavanger has been invited to participate in the Parade for 2013 and not the Tree Ceremony. This is because the choir will have a larger and different audience to the Tree Ceremony, thus widening the benefits to the Aberdeen community and visitors to the city. The choir will have their own float within the parade and be fitted with a generator and microphones so the spectators can hear them. The choir has also been asked to dress in traditional Norwegian and/or festive clothing in keeping with the Parade festive elements.

Aberdeen and Stavanger share strong business and economic links and efforts continue to build more cultural and social links into the twinning and business partnership. Our invitation to Stavanger to participate in the Parade will demonstrate our continued desire to work together and develop cultural and business links with their city.

The application requests a total of £1,590 to cover the cost of accommodation, food and transport whilst in Aberdeen. Stavanger Kommune will cover the cost of air flights to and from Aberdeen.

<b>Expenditure</b>	
Air Flights	£2,400
Food Costs (2 days)	£720
Accommodation in Aberdeen	£720
Local Transport	£150
<b>Total</b>	<b>£3,990</b>
<b>Income</b>	
Contribution by Participants	£2,400
<b>Total</b>	<b>£2,400</b>
Expenditure-Income	3,990-2,400
<b>Total Applying For</b>	<b>£1,590</b>

**iv)Contribution towards the participation of the Umdumo Wesizwe from Bulawayo in the Aberdeen International Youth Festival, Aberdeen, 25<sup>th</sup> July to 4<sup>th</sup> August 2013.**

The organisers of the Aberdeen Youth Festival originally invited a group from Gomel to participate in the 2013 Festival, however due to the eligibility of the groups proposed to the organisers a Gomel group are no longer able to attend. No monies have been transferred to the AIYF organisers in this respect.

Since then the AIYF received a request from the Umdumo Wesizwe group from Bulawayo, Zimbabwe to perform and participate in the AIYF 2013. The group will travel to Aberdeen and are then going on to perform in the Edinburgh Fringe as well as other shows across the UK. In the group from Bulawayo are nine young people between the ages of 18-26. It was not possible for the AIYF organisers to apply for funding at last Committee in May due to the short notice they received the request from the Umdumo Wesizwe group.

The Umdumo Wesizwe group is a young singing and dance company and their group builds on the festival's desire to promote and showcase as wide a range of cultural influences to the event as possible. Their participation allows re-connection with the twin city of Bulawayo who last performed in the AIYF in 2007.

This particular project aims to:

- Support the participation of a group of nine young musicians and staff as part of the AIYF 2013. The last time a group from Bulawayo performed in the Festival was 2007, so this will enable Bulawayo to share the cultural traditions and songs as widely as possible.
- Deliver a schedule of activities that will have an impact on festival audiences, participants and supporters across a wide range of venues. This schedule will include a variety of activity including free community events as part of 'Festival in the City' and community tours, performances and social events. The project schedule will endeavour to include connections with other local and international participants, festival staff and general public as audiences and venue hosts.
- Look at future opportunities to connect with groups from this and other Aberdeen twin cities through innovative partnerships with other Aberdeen groups.

The project outputs are anticipated as below:

- 9 day schedule of events to include main theatre performances, extended festival shows, community engagements, events and social activities
- Up to 3 main festival performances as part of shared gala programmes, individual shows as part of the daytime and evening schedules.
- Two performance/participatory events as part of the community tour taking festival shows into less well served areas of the city. The two sessions will be performances with two of the following groups; early years, special needs groups, community lunch groups, youth groups and community centres.
- Perform in one or two extended festival events across the region which will allow the group to meet a wider range of North East people but also give them a different view of the region.
- Participation in the festival and Tartan Day Parade and AIYF's 'Festival in the City' event including performances across the city centre.
- Take part in the festival social cabaret events at the Halls of Residence with other local and international performers as part of the wider engagement programme.

Through the participation of the group from Bulawayo the project will add more diversity of music and performance styles as well as geographical spread to the AIYF programme. It also permits the AIYF to be recognised as a premiere destination for showcasing the talents of young international artists.

A longer stay at the Festival by the group increases the variety of performances, engagements and social events provided to the

Aberdeen Community. Overall the group will provide an exciting and unusual element to the cultural and creative experience through their professionalism and quality, as well as their range of folk, traditional and contemporary programme of music and dance.

The application requests a total of £4,050 to help support the participation and accommodation fees. A full break-down of costs has been provided below.

<b>Expenditure</b>	
Flights Zimbabwe-UK	£7,669.26
Travel Costs to Aberdeen	£900.00
Visa Costs	£760.86
Accommodation/Participation Fee	£4,050
Festival Travel Costs	£400
Festival Courier	£250
Festival Venue	£150
Venue Hire Fees	£500
Production & Technical Support	£400
Promotion & Administration	£300
<b>Total</b>	<b>£15,380.12</b>
<b>Income</b>	
Contribution by Participants	£9,330.12
Other Sources of Income	£2,000
<b>Total</b>	<b>£11,330.12</b>
Expenditure-Income	15,380.12-11,330.12
<b>Total Applying For</b>	<b>£4,050</b>

**v)Contribution towards the visit of film and visual students and teaching staff of the University of Aberdeen to participate in Court Metrage 2014, and reciprocal visit by Court Metrage staff to Directors' Cut, Aberdeen, 1<sup>st</sup> February 2013 to 1<sup>st</sup> December 2014.**

Following the visit of the International Partnerships Officer and Arts Development Officer of Aberdeen City Council to Court Metrage 2013, links have been made between the Court Metrage organisers and the Film and Visual Department at the University of Aberdeen.

Up to seven people, a mixture of 2 University of Aberdeen staff and 5 students, will travel to participate in the Court Metrage, Clermont-Ferrand in 2014 for a maximum of 5 nights. During their visit the students and staff will showcase their innovative creative work completed in Aberdeen, attend a series of workshops and screenings, interact with other student and professional filmmakers and producers attending the festival, using the festival's La Jetee Resource Centre. Given that in 2013 the festival was attended by some 3,300 industry delegates from 33 countries, with 301 film and media organisations

participating, 518 producers and 505 festival curators, this project offers an excellent opportunity to expose the Aberdeen film students and their work to an international mix of experts in the field. Through the participation of the University staff, this exchange will also provide a foundation for future civic and institutional collaborations.

The University of Aberdeen Film and Visual Department run the unique event, 'Directors Cut' which has proved popular, attracting personalities such as David Attenborough and Simon Callow to the programme in previous years. The tutor accompanying the students will invite the Festival's Director and Coordinator to Aberdeen to appear in the Directors Cut series. This will enhance Aberdeen's cultural programme by giving members of the local community an opportunity to listen to these innovative film directors and will help promote a greater understanding about the art of filmmaking. Through this exposure, the project will encourage students and young people to consider a career in film and broadcasting, thus stimulating interest in local educational institutions and cultural organisations that offer access to this area and twinning partner.

The Director's Cut and research carried out by the member of staff from the University of Aberdeen has been selected by the School of Language and Literature as an 'Impact' Case Study for the 2014 Research Excellence Framework. These impact case studies are selected to demonstrate how the University's academic staff produces research related output which corresponds to impact in the public sphere outside of the University. The participation of the Clermont-Ferrand delegate will contribute to the 'Impact' research from the Director's Cut Series.

Cultural exchanges play a valuable role in exposing participants to international activities, other forms of creative practice and new professional relationships. The publicity surrounding the students' involvement with the Festival will generate greater awareness in Aberdeen twin city link with Clermont-Ferrand. The high profile Festival delegation from Clermont-Ferrand to Aberdeen will heighten public awareness about the city's internationally acclaimed festival and output, and the potential impact hosting such an event for a city of just 140,000 can have on its international profile and revenue base.

The application requests a total of £3,910 to help support the cost of air flights and some subsistence in Clermont-Ferrand. Clermont-Ferrand and the University of Aberdeen will also financially contribute to the visit to Clermont-Ferrand.

<b>Expenditure</b>	
Flights to Clermont-Ferrand	£3,150
Accommodation	£2,100
Food Costs Clermont-Ferrand	£1,680
Film Preparation Costs	£200

Flight to Aberdeen	£450
Accommodation in Aberdeen	£300
Food Costs in Aberdeen	£160
Reception at Belmont Cinema	£700
Director's Cut staging and filming of main event	£2,500
Filming and post-production of the Director's Cut Masterclass at Belmont	£900
Publicity for the Director's Cut events	£600
<b>Total</b>	<b>£12,740</b>
<b>Income</b>	
Contribution by Participants	£2,920
Other sources of income	£4,230
<b>Total</b>	<b>£7,150</b>
Expenditure-Income	12,740-7,150
<b>Total Applying For</b>	<b><u>£5,590</u></b>

**vi) Contribution towards the visit of music groups from Gomel and Regensburg for their participation in the International Concert during Offshore Europe, Aberdeen, 2<sup>nd</sup> to 5<sup>th</sup> September 2013.**

This year will see the 40<sup>th</sup> Anniversary of Offshore Europe in Aberdeen. To celebrate this special anniversary a series of concerts will take place from Tuesday 3<sup>rd</sup> September to Thursday 5<sup>th</sup> September in Marischal College Quad. One of the concerts will be an 'International Night' on Tuesday 3<sup>rd</sup> September in which an invite of interest was issued to the twin cities for a music group to perform in this special one-off concert.

Regensburg and Gomel have responded positively to the invite and will be sending a high quality music group to perform at the International Night. Their participation in the concert and during Offshore Europe maximises and strengthens the links between the twin cities by allowing them a platform to raise awareness of the links not only to the locals of Aberdeen but also to visitors of the city. Visitors will be allowed to witness the international links Aberdeen successfully maintains and develops both with the twin cities and international communities in Aberdeen. Locals will also be able to benefit as it is free admission to the concerts and the concerts can be seen as a way of 'thanking' the locals as the city becomes extremely busy during the Offshore Europe Week.

The application requests a total of £4,789 towards the cost of accommodation, food and transport for the twin city groups whilst they are here in Aberdeen for the International Concert. Regensburg and Stavanger will meet the cost of air flights and other funding has been sought to support the visit from Gomel. As hotel prices greatly increase



in Aberdeen during Offshore Europe efforts have been taken to minimise costs.

<b>Expenditure</b>	
Flights	£5,300
Accommodation	£3,105
Food Costs	£1,170
Transport	£500
<b>Total</b>	<b>£10,075</b>
<b>Income</b>	
Contribution by Participants	£2,800
Other sources of income	£2,486
<b>Total</b>	<b>£5,286</b>
Expenditure-Income	10,075-5,286
<b>Total Applying For</b>	<b>£4,789</b>

## 6. IMPACT

### *Aberdeen – the Smarter City*

- We will promote Aberdeen as a great place to live, bring up a family, do business and visit.
- We will ensure that Union Street regains its position as the heart of the city and move cultural activity centre-stage through re-invigorated cultural leadership.

### *Smarter Living (Quality of Life)*

- We aspire to be recognised as a City of Culture, a place of excellence for culture and arts by promoting Aberdeen as a cultural centre hosting high quality diverse cultural events for the whole community and beyond.

### *Smarter Economy (Competitiveness)*

- We will work with partners to promote the city as a place to invest, live, work and export from.

### *Community Plan*

- Work with other organisations, agencies and groups, including Visit Scotland and Visit Aberdeen, to encourage tourism and the provision of facilities for tourists.

Promoting and supporting international exchanges, involving various communities of interest, significantly contributes to Aberdeen City

Council Vision as outlined above 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 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 used

## 8. REPORT AUTHOR DETAILS

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## ABERDEEN CITY COUNCIL

COMMITTEE	EP&I
DATE	29 <sup>th</sup> August
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	KIMO Annual General Meeting 2013
REPORT NUMBER:	EPI/13/138

1. PURPOSE OF REPORT

The purpose of this report is to ask approval for the Council to be represented at the Kommunenes Internasjonale Miljøorganisasjon (KIMO) Annual General Meeting (AGM) taking place in the Faroe Islands in September 2013. KIMO is an International Environmental Organisation for Local Authorities.

2. RECOMMENDATION(S)

It is recommended that committee:

- Note the Council's long standing membership of KIMO
- Approve travel for Councillor Donnelly to attend the AGM to represent Aberdeen City Council

3. FINANCIAL IMPLICATIONS

Approximate cost of travel = £1,867

Table 1: Breakdown of costs

Item	Approximate cost (£)	Comment
Flights	900	Return flights
Airport Transfer	40	Taxi transfers
Accommodation	207	£69 per night x 3 nights
Subsistence	720	£240 per 24 hour period x 3. Calculated using subsistence rate for Denmark as the Faroese Krona is not an independent currency but a version of the Danish Krone.
<b>Total</b>	<b>1,867</b>	

Flights, airport transfers and accommodation costs detailed in Table 1 above will be funded from the Environmental Policy team's budget which has an allocation to cover costs associated with KIMO (budget code C27113 46111). Subsistence will be funded from the Members budget (budget code M56400 32122).

4. OTHER IMPLICATIONS

None

## 5. BACKGROUND/MAIN ISSUES

### **KIMO International:**

Kommunenenes Internasjonale Miljøorganisasjon (Local Authorities International Environmental Organisation) or KIMO was founded by local municipalities with a shared concern for the state of the marine environment. As marine pollution is a complex problem, which does not adhere to national boundaries it was necessary to create an organisation that could be co-ordinated on an international basis. KIMO was founded in Esbjerg, Denmark, in August 1990 to protect, preserve and enhance northern Europe's oceans. KIMO is designed to give municipalities a political voice at the international level, to share best practice and to find solutions to marine political problems that affect coastal communities.

From a modest start KIMO has grown in size and in terms of its aims and objectives. It now represents over 100 members in Belgium, United Kingdom, Norway, Sweden, Denmark, Germany, Faeroe Islands, The Netherlands, The Republic of Ireland and the Isle of Man (associate member) representing over 6 million people. KIMO has become a pioneering environmental force which has contributed to a steady reduction in marine pollution in Europe's seas.

KIMO has operational 'national networks' in four countries; the United Kingdom, the Netherlands, Denmark, Belgium and Sweden. In addition, there is a newly established KIMO Baltic Sea network which will act as a 'forum' to develop marine environmental policy and coordinate new projects. KIMO also has 'non-active' member countries in Norway & the Republic of Ireland and associate members in the Isle of Man and Foroya Kommunefelag.

### **KIMO UK:**

KIMO UK is comprised of ten local council members. The KIMO network in the United Kingdom was formed in 1991 shortly after the establishment of KIMO International. Grampian Regional Council was a founding member of KIMO UK. The main issue for the network in the early years was the reprocessing of nuclear material at Dounreay and Sellafield and considerable success has been achieved in this area. KIMO UK's lobbying, along with others, has resulted in the closure of Dounreay, a 90% reduction in emissions of Tc 99 and a considerable reduction in discharge allowances for nuclear plants across the board.

Maritime safety is an important issue and the network was involved in the Lord Donaldson enquiry and was instrumental in ensuring that the National Contingency Plan was extended to cover all types of pollution not just oil. The disposal of oil installations in the North Sea has also been an area where KIMO UK has campaigned against threatening proposals such as the dumping of the Brent Spar oil platform.

Other key areas of work include: marine pollution, fishing for litter campaign, nuclear emissions and transportation, pollution from the oil and gas industry, maritime safety and pollution, emergency towing vessels, dumping chemical and conventional munitions at sea, hazardous substances, eutrophication and dangerous pesticides.

### **Aberdeen City Council's Membership:**

As previously mentioned, Grampian Regional Council was a founding member of KIMO UK. Membership was transferred to Aberdeen City & Aberdeenshire Council's in 1996. In recognition of this status Aberdeen City Council is entitled to appoint three Councillors and an officer to attend meetings. Councillor Milne is currently appointed as lead for KIMO and attends the quarterly UK Business meetings. He is supported in this role by a Sustainable Development Officer from the Environmental Policy team.

As a member of KIMO UK we are also expected to attend the AGM, the location of which rotates amongst member countries. Aberdeen City & Aberdeenshire Council's jointly hosted the AGM in 2011, in 2012 it was held in Sweden and 2013 will be in the Faroe Islands (AGM invitation attached as Appendix A).

Councillor Milne is on annual leave at the time of the AGM, therefore Councillor Crockett suggested Councillor Donnelly be asked to attend in his place and report back, which he has agreed to do.

#### 6. IMPACT

Attending the KIMO AGM will allow the Council to share information and gain a better understanding of the current issues contributing to maritime pollution. It will also provide an open forum for the Council to express any specific concerns regarding any marine pollution issues we have which KIMO can help to explore. This will help to further the high level priority for the smarter environment contained in the 5 year Corporate Business Plan.

#### 7. MANAGEMENT OF RISK

The risk of not attending is that Aberdeen City Council will not show the necessary support for the organisation (which we pay an annual membership fee to be a part of) and may miss out on key opportunities to undertake demonstrative environmental projects or opportunities to make joint representations against proposals affecting our marine environment.

It is an opportunity to enhance our membership with KIMO members as we have only been able to attend one UK KIMO Business Meeting in 2013 to date.

#### 8. BACKGROUND PAPERS

AGM 2013 Invitation (Appendix A)

KIMO Annual Reports can be accessed here:

<http://www.kimointernational.org/KIMO-Annual-Report-2011.aspx>

#### 9. REPORT AUTHOR DETAILS

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## 23rd KIMO INTERNATIONAL CONFERENCE AGM

Hosted by:

Føroya Kommunufelag

13th, 14th & 15th

September 2013



The 23rd KIMO International Conference & AGM will be held in the Faroe Islands and is hosted by Føroya Kommunufelag. The conference this year will address issues such as climate and global changes, safety, preparedness and practical solutions to the problems of bilgewater and litter. Meetings of the International Board and National Coordinators will also take place over the weekend and a final programme is copied on the back of this flyer.



# Programme

# Conference

Friday 13th

Hotel Hafnia, Parnassið

09:00 – 12:00 KIMO International Board Meeting  
12:00 – 13:30 Lunch  
13:30 – 16:30 National Coordinators meeting  
17:00 KIMO delegate registration  
19:00 Informal dinner – Hotel Hafnia

Saturday 14th Day

Nordic House, Skálin, adr: Norðari Ringvegur

08:30 Registration for local participants  
09:00 – 12:00 KIMO Conference  
12:00 – 13:30 Lunch  
13:30 – 17:00 Study tours  
1) Tjørnuvík / Klaksvík  
2) Kirkjubøur / Saksun

Saturday 14th Evening

Art Gallery adr: Gundadalsvegur

19:00 – 22:00 Civic formal dinner with entertainment

Sunday 15th

Hotel Hafnia, Parnassið

09:00 – 12:00 23rd KIMO International Annual General Meeting  
12:00 – 13:00 Lunch



Saturday 14th

Nordic House

09:00 – 10:15 Keynote speaker  
**Mr. Kári P. Højgaard, minister**

The Northeast Atlantic under global change.  
**Mrs. Marin Margretha H. Larsen**  
Ph.D. in oceanography,  
Havstovan

Faroe Islands in the OSPAR region.  
**Mr. John Mouat**  
Deputy Secretary, OSPAR  
Commission

10:15 – 10:45 Coffee break

10:45 – 12:00 Safety and preparedness, the Faroe Islands  
In a North Atlantic and Arctic context, including SAR and contingency plans.  
**Mr. Hendrik Weihe Joensen, Consultant**

Presentation of a new technique to solve the bilgewater problem.  
**Mr. Rasmus Magnussen, Sales Manager Faroe Marine Technic**

*Fishing for Litter on Faroe Islands.*  
**Mr. Kári Thomsen, coordinator KIMO Faroe**

Conclusion and summary  
**Monica Gripp - KIMO International President**



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## ABERDEEN CITY COUNCIL

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COMMITTEE Enterprise, Planning and Infrastructure

DATE 29 August 2013

DIRECTOR Gordon McIntosh

TITLE OF REPORT Enterprising Academies- Proposal

REPORT NUMBER: EPI/13/126

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### 1. PURPOSE OF REPORT

The purpose of this report is to present members with proposals to run a business start-up competition for a business to operate from within an Aberdeen secondary school. The competition will take the form of a pilot scheme working with Northfield Academy.

### 2. RECOMMENDATION(S)

The Committee are recommended to:

- i. Give approval for officers in EP&I to deliver the pilot competition as described in this report
- ii. Give approval that current finances available within existing ESCE budgets to a maximum of £ 30,000 be used to fund this proposed pilot.
- iii. That the committee refer this report to the September Education, Culture and Sport Committee for final approval to run a pilot "Enterprising Academies" within Northfield Academy as per the guidance in this report.

### 3. FINANCIAL IMPLICATIONS

There will be a cost associated with property modifications to ensure that premises are suitable for business use, in terms of access, Health & Safety, business operational needs and legislative requirements. Should approval be given for this proposal, building works, project marketing, management and initial business start up costs will be covered by existing finance within the Employability, Skills and Community Enterprise (ESCE) budget,

After the 12 month support period the winning business will be liable for rent (to be determined), utilities, business rates and other costs of doing business

#### 4. OTHER IMPLICATIONS

##### **Staffing**

As community enterprise is part of the current portfolio of work, for the ESCE team, delivering this initiative will have no negative implications for current staffing resources.

##### **General**

Use of educational establishments as business premises will require officers involved in this activity to be mindful of restrictions in relation to security, access, H&S, and PVG Scheme membership. Final selection of 'competition winner' will fully involve representatives from the nominated educational establishment and Education, Culture and Sport committee. This will ensure that the business type is suitable and complementary to the facilities available and the school curriculum.

#### 5. BACKGROUND/MAIN ISSUES

Approval was given at the Enterprise, Planning and Infrastructure Committee meeting on 19 March 2013 to develop proposals for a community business pilot. The same proposals were referred to the Education, Culture and Sport Committee, which supported the recommendations at its meeting of 28 March 2013.

Discussions have been held with colleagues in Education, Culture and Sport and with the Head Teacher of Northfield Academy to develop proposals for the pilot.

##### **Objectives**

1. To support the creation or growth of a sustainable business based in Northfield Academy
2. To create opportunities for pupils to have direct contact with a working enterprise, that enhances their experience at school and inspires them

## The Prize

- 12 months free rent of an allocated space within Northfield Academy Northfield
- 12 months free business rates and utilities
- Business Start Up Training
- Assistance to develop robust business plan
- Business Start Up support and mentoring
- Support for general start up costs (no cash will be awarded/the level of support is to be determined)

After the 12 month support period the winning business will be liable for rent (to be determined), utilities, business rates and other associated premises costs for doing business

The proposed pilot is to be called, 'Enterprising Academies.' The purpose of the Enterprising Academies Competition is to generate opportunities for local people to create sustainable business start ups, which will be based in school premises and to offer pupils an opportunity to develop new skills and support the work they presently undertake within the curriculum. For example if the winning business were a jewellery designer it would readily connect with the Art and Design curriculum, working with staff and pupils to develop skills and enhance classroom practice.

The pilot will also afford the young people the opportunity to develop their understanding of how a real business operates and how wealth is created. The benefits of this will be to encourage entrepreneurial thinking, creativity and aspiration.

The pilot will also provide young people with an insight into the world of work and help prepare them for life beyond school by exposing them to a broad range of skills and behaviours that successful businesses require, such as:

- teamwork,
- communications skills,
- self confidence,
- social skills,
- commitment,
- responsibility and time management.

The pilot is a low cost opportunity to test a new approach to enterprise support and enterprise education. The learning from the pilot will help officers to develop and refine the concept. If

successful the pilot will have the potential to be rolled out across other educational establishments in the City.

The success of the pilot could be used to influence the design and build of future educational establishments by including one or more business units into educational asset new builds.

Since the proposal was first presented to the committee in March officers have been in discussion with staff at HMP Aberdeen. The new HMP Grampian, which opens in 2014, includes a suite of five enterprise units, which are available to private, third sector and public sector organisations to host their enterprise and have access to a workforce. The initiative, known as the Employability Partnership, aims to support inmates make a successful transition into the community upon release, by giving them the opportunity to develop work skills that will enhance their employability options whilst on remand.

HMP Grampian model is of interest as it shares the broad concept of the proposed pilot; namely that a community asset is enhanced by bringing together enterprise with the core aims of the institution. In the context of schools the model would require development and refinement to meet the requirements of the Council, the needs and aspirations of the schools and local businesses.

The Head Teacher at Northfield is supportive of the project and views it as an opportunity to enhance the curriculum by offering extra curricular activities or even working with staff on developing skills that could enhance their classroom practice.

There is recognition from the school that that the competition winner is a business first and foremost. The school does not wish to be too prescriptive at this point, seeing the opportunity to develop a way of working over time that will suit the needs of both the school and the business.

### **Security**

Security is a critical factor and the competition has been developed with safety and security in mind.

All entrants that reach Stage 2 of the competition will be required to become a PVG Scheme member (operated by Disclosure Scotland) before proceeding further in the competition. The winning entrant will also be required to have any future staff join the PVG scheme. The full membership cost will be covered by the project budget during the pilot stage.

The competition will exclude 'face to face' retail business and any businesses that rely on walk-ins/ footfall to generate income. Clients/customers entry to the school will be by appointment only,

and via a manned security access point. This will limit the scope of the business types that may be interested in the competition and which have been identified in the research, but this is a necessary measure.

Officers considered the creation of a separate access for the winning business; this was discounted as it was felt that the existing arrangements through the main entrance would be more suitable from a security perspective. A separate access would incur additional cost and there would not be the same level of controlled entry as is presently the case via the main entrance.

### **Business Start Up in Northfield**

The pilot aims to support enterprise development in the Northfield Community. The competition will be city wide in order to attract a diverse group of entrants. This will be accompanied by a strong promotional effort in the Northfield community. Officers have organised a start up seminar to be held in Northfield Community Centre on 3 September 2013. This will take place outwith the proposed competition and is aimed at helping to turn more start up enquiries in to actual business start ups in the Northfield community and to generate more interest and knowledge of the possibilities of starting up a small business.

Officers commissioned Enterprise North East Trust (ENET) to conduct a piece of research into start up trends in Aberdeen with an emphasis on Northfield. An excerpt of the report is attached as Appendix D. The research shows that there has been an increase in start up enquiries from within the Northfield community. In 2011-12 there were 40 enquiries that resulted in 20 start ups and in 2012-13 there were 58 enquiries that resulted in 17 start ups. From total number of enquiries received from Northfield, only 27 have actually started therefore there is still the potential to target 71 potential entrepreneurs in the community.

### **Competition Process**

The competition will be open to anyone within Aberdeen City, subject to meeting the competition eligibility criteria (see appendix A). Staff in ESCE team will screen the applications and invite those with the greatest potential to move onto the second stage of the competition, which is the submission of a sustainable business plan.

Applicants will be given support throughout the business planning process. This will include bespoke workshops run by the Enterprise North East Trust (ENET) and access to an ENET business advisor. ENET will also assist with the identification and appointment of business mentors to support applicants through the process.

The completed business plans will be assessed by a panel, which will interview each applicant in turn. It is proposed that the Convenor and Vice Convenor of the Education, Culture and Sport committee sit on this panel

A draft outline of the competition is set out below.

### **STAGE ONE (16 Sept-31 October 2013)**

#### **Step 1: Submit the Application Form**

#### **Step 2: Assessment of the application, using the following criteria:**

- How the proposed business will support the enterprise, vocational and academic objectives of the school
- Sustainability of the proposed business
- Dedication and skill set of the applicant(s)

#### **Step 4: Inform applicants about the result of the evaluation**

- a) Unsuccessful applicants to be sent a letter
- b) Successful applicants to be invited for the next round

### **STAGE TWO (1 November2013- 16 January 2014)**

#### **Step 1: Applicants attend Business Start Up Workshop**

#### **Step 2: Networking event to meet mentors**

#### **Step 3: Prepare Business Plan**

#### **Step 4: Present Business Plan to the judging panel using the following criteria:**

- Completed Market research
- Market sensitive positioning (positioning in terms of price-quality)
- Demonstrate how the business will support the enterprise, vocational and academic objectives of the school
- Sustainability of the proposed business
- Dedication and skill set of the applicant(s)

#### **Step 5: Inform applicants about the result of the evaluation**

- a) Unsuccessful applicants to be sent a letter and given the opportunity to discuss training and business development with advisors for future opportunities

- b) Successful applicants to be invited to the next round subject to joining the PVG Scheme.

### **STAGE THREE February 2014**

#### **Step 1: Interview by a panel covering the following areas:**

- Financial Plan
- Logistics
- Marketing Plan
- Working with the school

#### **Step 2: Inform applicants about the result of the evaluation**

- a) Unsuccessful applicants to be sent a letter
- b) Provisional Winner notified and PVG check carried out.
- c) Winner announced
- d) Identification and completion of any works to premises
- e) Business starts operating from school

#### **6. IMPACT**

The project contributes significantly and directly to the achievement of

##### **Single Outcome agreement (SOA) National Outcomes:**

1. We realise our full economic potential with more and better employment opportunities for our people
2. We are better educated, more skilled and more successful

##### **Aberdeen the smarter City**

1. We will enhance the physical and emotional wellbeing of all our citizens by offering support and activities which promote independence, resilience, confidence and self-esteem
2. Working with our third, public and private sector partners, we will provide opportunities for lifelong learning which will develop knowledge, skills and attributes of our citizens to enable them to meet the changing demands of the 21st century.
3. Again, working with partners, we will create a City of Learning which will empower individuals to fulfil their potential and contribute to the economic, social and cultural wellbeing of our communities.
4. We will aim to have a workforce across the city which has the skills and knowledge to sustain, grow and diversify the city economy.

##### **Equality and Human Rights implications**

A full EHRI assessment was conducted and satisfactorily concluded and is available if required.

7. BACKGROUND PAPERS  
None

8. REPORT AUTHOR DETAILS

Heather Farquhar  
Senior Officer Employability, Skills and Community Enterprise  
Tel: 523361  
Email: hfarquhar@aberdeencity.gov.uk



## DRAFT ELIGIBILITY CRITERIA

### Introduction

If you want to enter the Enterprising Academies Competition and to be considered for the [Prize Package](#), you must meet the Eligibility Criteria. To meet the Eligibility Criteria, none of the restrictions listed below must apply to you. By signing the [Application Form](#), you are confirming that you meet the Eligibility Criteria.

#### 1. Age

The Competition is not open to Entrants who are under the age of 18 on the date the Application Form is signed by the Entrant.

#### 2. Entrants

The Competition is not open to companies or partnerships and other such legal entities. Entrants must be individuals.

The Competition is not open to multiple Entries from the same Entrant. At the discretion of Aberdeen City Council (the "Council"), an Entrant with multiple Entries may be asked to choose which Entry he or she wishes to proceed with, rather than having all of his or her Entries ruled out.

#### 3. Connections with Competition organisers

If an Entrant is an employee or member of the Council (or related to such an employee or member) that Entrant is not ruled out of the Competition, but to be eligible must send a letter along with the Application Form explaining the connection with the Council, such that this can be appropriately managed.

#### 4. Working in the UK

The Competition is not open to Entrants who are not legally entitled to work in the United Kingdom.

#### 5. Purpose of Competition to encourage start-ups

The Competition has been established by the Council to encourage new enterprises to be started up or expanded by those not already well established in business. Accordingly, the Competition is not open to Entrants who:

- are running a business at the date the Application Form is submitted, and have been running that business for a period of more than 12 months; and/or
- have a significant ownership interest in a business which is operating at the date the Application Form is submitted, and have had that interest for a period of more than 12 months at the date the Application Form is submitted. This will include, for example, an Entrant who is a significant shareholder in a company which runs an existing business, or is a partner in a partnership which runs an business.

#### 6. Nature of the proposed business

The Competition is not open to Entrants whose business idea requires a regular customer footfall e.g. retail outlet, café, salon or similar as determined by the Council.

The Competition is not open to Entrants whose business idea is not lawful.

The Competition is not open to Entrants whose business idea is party political in intention, use or presentation, or appears to be designed to affect support for a political party.

#### 7. Restrictions on awarding the prize package

The Competition is not open to Entrants to which the Prize Package (or any part of it) could not be lawfully awarded, including where it would constitute unlawful state aid.

## APPENDIX B

### **Enterprising Academies- Terms & Conditions**

#### **1 Introduction**

- 1.1 This document sets out the terms and conditions applying to the competition which is being run by Aberdeen City Council (the "Council") known as "Enterprising Academies."
- 1.2 By submitting an Application Form, Entrants confirm their agreement to these terms and conditions.

#### **2 Definitions and interpretation**

- 2.1 The words and phrases which are listed in Clause 14 will have the meanings given to them in that Clause when they are used in these terms and conditions. The rules of interpretation in that Clause will also apply.

#### **3 Operation of the Competition**

- 3.1 The Competition is operated and administered by the Council.
- 3.2 Entrants agree to comply with the terms and requirements of the other Competition Documents.
- 3.3 Entrants must actively participate in all stages of the Competition to which they are invited.
- 3.4 No entry to the Competition is permitted other than in accordance with the procedures established by the Competition Documents.

#### **4 Entrants**

- 4.1 Entrants must enter the Competition on and for their own account, and not as agent or proxy for any other person.
- 4.2 Entrants must when requested provide evidence of their identity, to the satisfaction of the Council.
- 4.3 All entrants that reach Stage 2 of the competition will be required to become a PVG Scheme member (operated by Disclosure Scotland) before proceeding further in the competition. The cost of membership will be met by the Council.

#### **5 Communication**

- 5.1 Entrants must provide accurate contact details on the Application Form, and update the Council if there are any changes to those contact details.

- 5.2 The Council does not accept responsibility for Entries which are not received by it for any reason.
- 5.3 The Council will issue a conformation to each Entrant that his or her Application Form has been received. Entrants who do not receive a confirmation from the Council should check with the Council that their Entries have been received.
- 5.4 Entries which are received after the deadline provided for in the Application and Evaluation Process may be rejected by the Council, with the Entrant being ruled out of the Competition.
- 5.5 After an Entry has been submitted to the Council, the Entrant may not amend that Entry, unless invited to do so by the Council.

## **6 The Prize Package**

- 6.1 The prize for winning the Competition is the Prize Package.
- 6.2 The Winner will be selected by the Council by applying the procedures set out in the Application and Evaluation Process.
- 6.3 The Prize Package will only be awarded to an Entrant with an Entry which is in the opinion of the Council is of sufficient quality and would result in a business which was viable and demonstrates how it will work successfully with the host School.
- 6.4 The Council does not in any way guarantee or make any representation as to the value of the Prize Package.
- 6.5 Until the Winner's Agreement is signed by the Council and Winner, the Council reserves the right to change any element of the Prize Package, and the Council will use reasonable endeavours to replace such an element with an alternative of broadly equal value.
- 6.6 Clause 6.6 is without prejudice to the Council's right to terminate the Competition pursuant to Clause 12.4.
- 6.7 There is no cash alternative to any elements of the Prize Package.

## **7 Permissions and consents**

- 7.1 An Entrant who is a Winner undertakes to comply with all relevant statutory and legal requirements and obtain all necessary statutory and legal consents in relation to carrying on the Winning Business.
- 7.2 An Entrant who is a Winner may require permissions and consents from various regulatory authorities in order to carry on the Winning Business, including from the Council. The discretion of the Council in considering any application for a permission or

consent in relation to a Winning Business shall not be fettered by any decisions made in connection with the Competition.

## **8 Supply of information**

- 8.1 Entrants must complete all Entries fully.
- 8.2 Entrants must cooperate with any reasonable information requests made by the Council, including in relation to the clarification of Entries, the Eligibility Criteria and the provision of identification documents.
- 8.3 Entrants represent and warrant that all information submitted in relation to the Competition is and will be accurate, complete and not misleading.
- 8.4 The Council may refuse to provide the Prize Package to an Entrant (or seek its recovery after award) if any material information submitted in relation to the Competition by that Entrant is not accurate or is not complete or is misleading, or if at any time the Entrant fails to meet the Eligibility Criteria.

## **9 Data and privacy policy**

- 9.1 All Entries will become the property of the Council on receipt and will not be returned to Entrants.
- 9.2 Entrants agree that the Council may process contact details and other data including personal data as defined by the Data Protection Act 1998 which are included in Entries, in order to operate and administer the Competition and for the purposes referred to in Clause 9.4. In order to operate and administer the Competition, the Council may share such data with its subsidiaries, affiliates and any partners that are involved in operating and administering the Competition.
- 9.3 Entrants acknowledge that the Council may be required to disclose information which is contained in Entries if required to do so by law, for the purposes of internal or external audit, or pursuant to the Freedom of Information (Scotland) Act 2002.
- 9.4 Entrants agree that the Council may publish the names and images of the Winners, information about the Winning Businesses and the Winners' comments relating to the Prize Package and the Competition, in each case with no fee being paid.

## **10 Liability issues**

- 10.1 Save for death or personal injury caused by its negligence, the Council will not be liable for any loss (including economic loss) suffered by an Entrant as a result of any act or omission of the Council in relation to the operation and administration of the Competition or the award, non-award or use of a Prize Package.

- 10.2 With exception of the provision of the Prize Package, the Council shall have no responsibility for any liabilities associated with the Winning Business or the Winner. Entrants will reimburse the Council in respect of any damages or losses suffered by the Council resulting from any claim made by a third party against the Council in relation to the Winning Business.

## **11 PR and promotion**

- 11.1 Entrants must comply with the reasonable requests of the Council in relation to any PR, press, advertising and marketing activities associated with the Competition.
- 11.2 Entrants must not make any announcement or public statement (including any comment to any element of the press or other media) in relation to the Competition, without the prior approval of the Council.

## **12 Change and cancellation**

- 12.1 The Council reserves the right to make reasonable changes to the procedures which apply to the Competition process, these terms and conditions or any other Competition Document at any time, by giving notice of such changes to Entrants. Any such changes are referred to in this Clause as "Changes".
- 12.2 Any Changes shall be notified to Entrants in writing. Continued participation in the Competition by an Entrant will constitute deemed acceptance of Changes.
- 12.3 Clause 12.2 shall not apply to changes to the Prize Package, which are provided for in Clause 6.6.
- 12.4 The Council reserves the right to cancel the Competition at any time. Cancellation, and the reasons for the cancellation, will be notified in writing.
- 12.5 The Council may assign or otherwise transfer its interest (or any part of it) under these terms and conditions and /or any other Competition Document to any subsidiary of the Council.
- 12.6 An Entrant cannot assign or otherwise transfer to another party his or her interest (or any part of it) under these terms and conditions and / or any other Competition Document, including their status as an Entrant.

## **13 Miscellaneous**

- 13.1 These terms and conditions and the running of the Competition do not create any joint venture or partnership agreement between an Entrant and the Council.

13.2 The Competition Documents shall be governed by and construed in all respects in accordance with the laws of Scotland and the parties hereby submit to the exclusive jurisdiction of the Scottish courts.

#### **14 Definitions and interpretation**

14.1 In these terms and conditions, and in the other Competition Documents:

14.1.1 Application Form: means the document with that name available on the Website which is the application form for the Competition;

14.1.2 Application and Evaluation Process: means the document with that name which is available on the Website which sets out the process applying to the operation and administration of the Competition;

14.1.3 Competition: means the competition operated by the Council known as Enterprising Academies as envisaged by the Competition Documents;

14.1.4 Competition Documents: means these terms and conditions, the Application Form, the Eligibility Criteria List, the Application and Evaluation Process and the Prize Package;

14.1.5 Eligibility Criteria: means the criteria set out in the Eligibility Criteria List;

14.1.6 Eligibility Criteria List: means the document with that name available on the Website and at the Information Centre which contains the criteria which must be met by Entrants;

14.1.7 Entrant: means an individual who applies for the Competition by submitting an Application Form and other Entries;

14.1.8 Entry: means all information submitted to the Council by an Entrant in relation the Competition including a completed Application Form and the other information referred to in the Application and Evaluation Process (and "Entries" shall be interpreted accordingly);

14.1.9 Prize Package: means the document with that name available on the Website and at the Information Centre which describes the Competition prize;

14.1.10 Winner: means an Entrant selected by the Council as a winner of the Competition;

- 14.1.11 Winning Business: means the business idea of a Winner as disclosed by that Winner's Entry.
- 14.1.12 Winner's Agreement: means an agreement which will be entered into between the Council and a Winner as described in the Application and Evaluation Process.
- 14.2 Paragraph or clause headings are for ease of reference only.
- 14.3 Words in the singular have the same meaning as words in the plural and vice versa.
- 14.4 The word "including" means "including without limitation".

## APPENDIX C

### Enterprising Academies- Application

#### Introduction

If you want to enter the Enterprising Academies Competition and to be considered for the [Prize Package](#), the first step you need to take is to complete and submit this Application Form.

#### The Prize

1 years free rent  
Start Up Training  
Business Start Up support  
Support for general start up costs (no cash will be awarded/the level of support is to be determined)

#### Instructions

You can complete the form by hand, or using a computer. Where word limits are indicated against particular questions, please comply with these. The form must be completed in English. Are the word limits on the handwritten forms too

When completed and signed, please send the form to the following address:

Ross Macdonald  
Employability, Skills and  
Community Enterprise Officer  
Enterprise Planning and Infrastructure  
Aberdeen City Council  
Business HUB 10,  
2nd Floor South Wing,  
Marischal College,  
Broad Street,  
Aberdeen AB10 1AB

#### Deadlines

Completed and signed application forms must be returned by 5pm on **31 October 2013**

#### Assistance for the disabled

If you are disabled and require assistance to complete the application form, or changes to the Competition process, please contact Ross Macdonald to discuss your requirements. Please telephone 01224 523621 to do this.

#### Other things to read

Before you complete the Application Form, please read the following important documents:

- [The Eligibility Criteria](#). This sets out whether or not you are eligible to take part in the Competition
- [The Application and Evaluation Process](#). This sets out the way which the Competition will be run, and the way in which Competition Entries will be judged, and Winners chosen.
- [The Terms and Conditions](#). These are the rules of the Competition.



<b>Section 1 – Entrant details</b>	
1.1 Full Name	
1.2 Address	
1.3 Post code	
1.4 E-mail address	
1.5 Telephone number	
1.6 Mobile number	

<b>Section 2 – Work history</b>	
2.1 What is your current employment status (e.g. employed / unemployed / self-employed).	
2.2 Have you ever been the director of a company? Please answer yes or no, and if yes please provide details, including details of insolvencies or disqualification proceedings.	
2.3 Are you legally entitled to work in the United Kingdom. Please answer yes or no.	<p>Any <b>one</b> of the documents listed below will provide the necessary evidence of the right to work in the UK. The document provided must be the <b>original</b>.</p> <ul style="list-style-type: none"> <li>• A passport showing that the holder is a British citizen, or has the right of abode in the United Kingdom.</li> <li>• A document showing that the holder is a national of a European Economic Area country* or Switzerland. This must be a national passport or national identity card.</li> <li>• A residence permit issued by the United Kingdom to a national from the European Economic Area country or Switzerland.</li> <li>• A passport or other document issued by the Home Office which has an endorsement stating that the holder has a current right of residence in the United Kingdom as the family member of a national from a European Economic Area country or Switzerland.</li> <li>• A passport or other travel document</li> </ul>

	<p>endorsed to show that the holder can stay indefinitely in the United Kingdom, or has no time limit on their stay.</p> <ul style="list-style-type: none"> <li>• A passport or other travel document endorsed to show that the holder can stay in the United Kingdom; and that this endorsement allows the holder to do the type of work the employer is offering if they do not have a work permit.</li> <li>• An Application Registration Card issued by the Home Office to an asylum seeker stating that the holder is permitted to take employment.</li> </ul>
2.4 Have you ever been convicted of a criminal offence? If yes, please provide details of the conviction	

<b>Section 3 – why Retail Rocks Enterprising Academies is for you</b>	
3.1 Please explain why would you like to take part in the Enterprising Academies Competition.	
3.2 Please explain your business idea.	
3.3 Please explain why you would like to run this business in from Northfield Academy.	

Please tick this box to indicate that you have read, and agree to, the Terms and Conditions.

Please tick this box to indicate that you meet the Eligibility Criteria.

Please tick this box to indicate that you wish this application to be considered in the Enterprising Academies Competition, and will comply with the Application and Evaluation Process.

Signature of the Entrant .....

Date of signature .....

## Appendix D

### Enterprising Academies: Excerpt: A Report on Business Start-Ups in Aberdeen Enterprise North East Trust

#### 3.3 Northfield

In Northfield Business Gateway assisted 20 new businesses to start during 2011/12 and 17 in 2012/13 (Fig 15.)

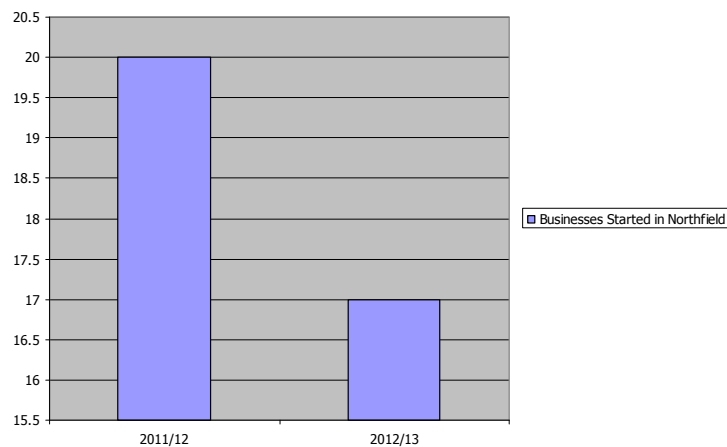
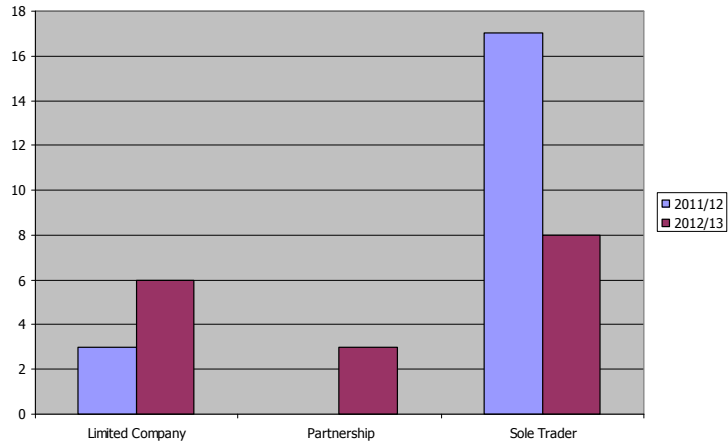


Fig. 15 Number of New Businesses in Northfield

Of these 20 new businesses, 2 registered for VAT in 2011/12 and of 17 in 2012/13, 2 registered for VAT.

In Northfield, over both financial years the majority of businesses were sole traders (17 in 2011/12 and 8 in 2012/13 - Fig 16.)

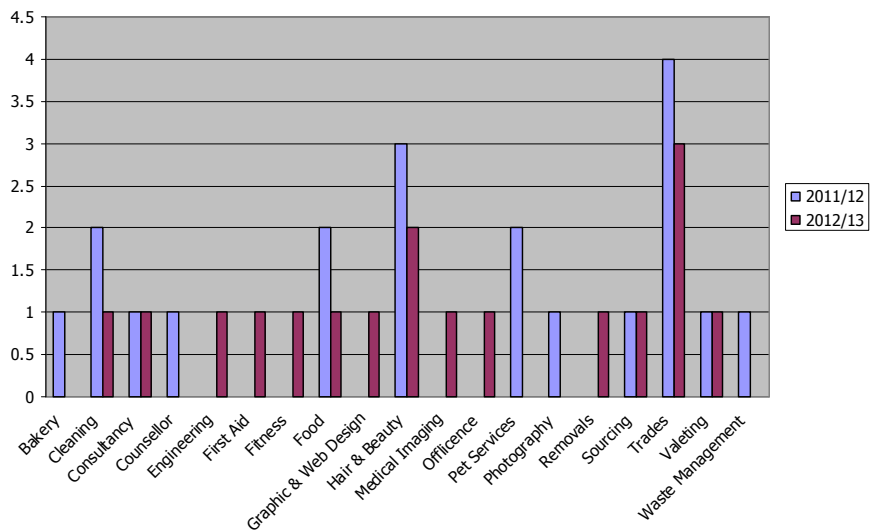


**Fig. 16 Number of Businesses in Northfield – Legal Status**

In Northfield, the main types of businesses started are as follows:

2011/12		2012/13	
Trades	(4)	Trades	(3)
Hair & Beauty	(3)	Hair & Beauty	(2)
Cleaning	(2)		
Food	(2)		
Pet Services	(2)		

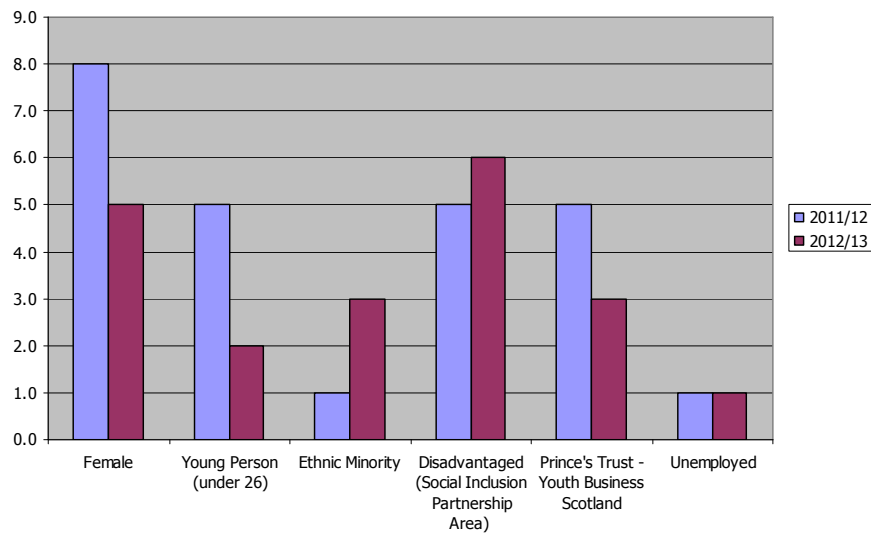
(Fig 17.)



**Fig. 18 Number of Businesses in Northfield – Legal Status**

During 2011/12 of the 20 businesses started, 8 were started by women, 5 were started by young people under the age of 26, 5 were recorded to have started in a disadvantaged area and 5 accessed advice and possible funding from the Prince's Scottish Youth Business Trust (Fig 19.).

During 2012/13 of the 17 businesses, 5 were started by women, 2 were started by young people under the age 26, 6 were recorded to have started in a disadvantaged area and 3 accessed advice and possible funding from the Prince's Scottish Youth Business Trust (Fig 19.).



**Fig. 19 Number of Businesses in Northfield – Demographics**

#### 4. Prestart Activity in Northfield

In total in 2011 and 2012 Business Gateway Aberdeen City and Shire has received 2934 enquiries showing interest in setting a business. Within these last two years the number of enquiries from the Northfield area has increased from 40 to 58.

	Northfield AB16
2011 - 2012	40
2012 - 2013	58
Total	98

\*Business Gateway CRM data 2011 and 2012

From total number of enquiries received from Northfield, only 27 have actually started therefore there is still the potential to target 71 potential entrepreneurs.

## **5. Suggestions for Northfield Enterprising Academies**

Based on the research and statistics provided, involvement in the Northfield community could be considered from two different angles.

Offering the work space within Northfield Academy only to the local residents

Opening the competition to the whole population of Aberdeen City

When focusing only on the Northfield community, the project could focus on promoting self employment as an alternative to unemployment. According to Scottish Neighbourhood Statistics in 2012 there were 4.8% people claiming job seeker allowance, compared to 2.03% in the whole Local Authority of Aberdeen City.

While the number of start up enquiries within this Ward has increased, the number of actual start ups has dropped over last 2 years and therefore it would make sense to open up the competition to the wider Aberdeen City market.

Considerations should be the pupils' health and safety, trading legislation and licenses and establishing a sound working relationship between commercial enterprise and the school from the start.

Listed below are the types of businesses which may be considered the most applicable to this type of new venture.

- Beauty Salon / Beauty Care
- Upholstery
- Outside Catering
- T-shirt Printing
- Photography Studio
- Graphic Designer



- Tele Sales
- Fitness Studio
- Language Tuitions
- Dog Grooming
- Complimentary Therapy
- Equipment Repair

It is felt that these business types would minimise health and safety risk to pupils, wouldn't result in excessive footfall or customer parking in or around the school and wouldn't likely experience excessive stock delivery or collection. These suggestions also discount any ventures which depend on heavy machinery due to safety and noise considerations. It should be pointed out however that the school should consider specialist training and risk analysis while extra supervision may be a consideration to ensure pupil safety.

Pupils could have the opportunity to gain work experience by helping the business in the day to day running of the businesses including handling customer calls, data management, customer correspondence and marketing. In particular, social media involvement may capture the imagination of the pupils.

The main attraction to potential businesses will be the saving on overheads. With limited access to general funding when setting up the business, local entrepreneurs very often look for ways of cutting back the required capital investment and ongoing cost of running the business.

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## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	Enterprise Planning and Infrastructure
<b>DATE</b>	29 AUGUST 2013
<b>DIRECTOR</b>	Gordon McIntosh
<b>TITLE OF REPORT</b>	Flood Risk Management (Scotland) Act 2009 - Delegation of Decision Making Powers to Council Officers
<b>REPORT NUMBER</b>	EPI/13/130

---

### **1.0 PURPOSE OF REPORT**

To update the committee on progress and to seek approval for officers to make decisions timeously through having defined delegated powers.

### **2.0 RECOMMENDATION(S)**

It is recommended that the Committee:

- 2.1 Approve the delegation of decision making powers, on behalf of Aberdeen City Council, for technical and operational matters, relating to the progression and development of Flood Risk Management Plans (FRMP's) to the Head of Service, Asset Management and Operations
- 2.2 Instruct officers to report back to Committee when the draft short list of flood management measures for the NE LPD has been progressed to approval stage.

### **3.0 OTHER IMPLICATIONS**

There are no immediate funding issues but the publication of the FRMP with the list of actions is likely to create some budget pressures from 2016 onwards.

Grant funding from the Scottish Government is unlikely to be available to Aberdeen City Council for the first 6 year cycle of the FRMP and therefore actions listed in the Plan will require to be funded from Council budgets.

#### **4.0 BACKGROUND/MAIN ISSUES**

The NE LPD was established by the Flood Risk Management (Scotland) Act 2009 (the ACT), as the body responsible for developing the FRMPs for North East Scotland. The NE LPD includes Aberdeen City, Aberdeenshire, and Moray Councils, Scottish Water and SEPA. The lead authority for the NE LPD is Aberdeenshire. There is both officer and elected member representation on the LPD with one elected member for each authority – Councillor Andrew Finlayson was nominated by ACC with elected members invited to attend the LPD steering group which meets approx twice per annum.

The Act requires the members of the LPD to agree the FRMP. Development of the plan over the next two years will involve the assessment of a large amount of technical data which will involve the following tasks:

Characterisation of the areas vulnerable to flooding – This is essentially building upon work already done by SEPA to identify potentially vulnerable areas (PVAs).

Objective Setting – Producing a long list of possible options for flood management and mitigation. It is intended that during this phase consultation would be carried out as necessary with Councillor Finlayson and individual elected members representing wards with areas vulnerable to flooding.

Short listing of options for flood management and mitigation -The short list will be submitted to Committee for approval, currently scheduled for late 2014.

Once approved the short list will represent those projects expected to be advanced in the period 2016-21 as part of the FRMP. The FRMP will then be revised on a six yearly cycle. There is still considerable uncertainty regarding the possibility of Government funding for any of the short listed projects. However once the list is published there will be a public expectation for action and pressure to take forward the short listed projects.

Because of the increasing number of key milestone and delivery dates that have to be met and with an overall finite and non negotiable timescale, it is important that decisions are made timeously. Appendix A contains the draft programme (managed by SEPA) for the tasks listed above. As most of the tasks in the programme involve a technical and operational understanding, the progression of these tasks would rest with officers of the Council.

## **5.0 IMPACT**

There will be public interest in the short list content, particularly if some of those areas affected by flooding are not short listed for action.

## **6.0 MANAGEMENT OF RISK**

The options list needs to be realistic and deliverable which may mean that some issues are left and not addressed until later cycles of the plan. The list will then be reviewed on a six yearly cycle.

The Act requires the Council to advance projects on the agreed list before addressing new projects.

## **7.0 BACKGROUND PAPERS**

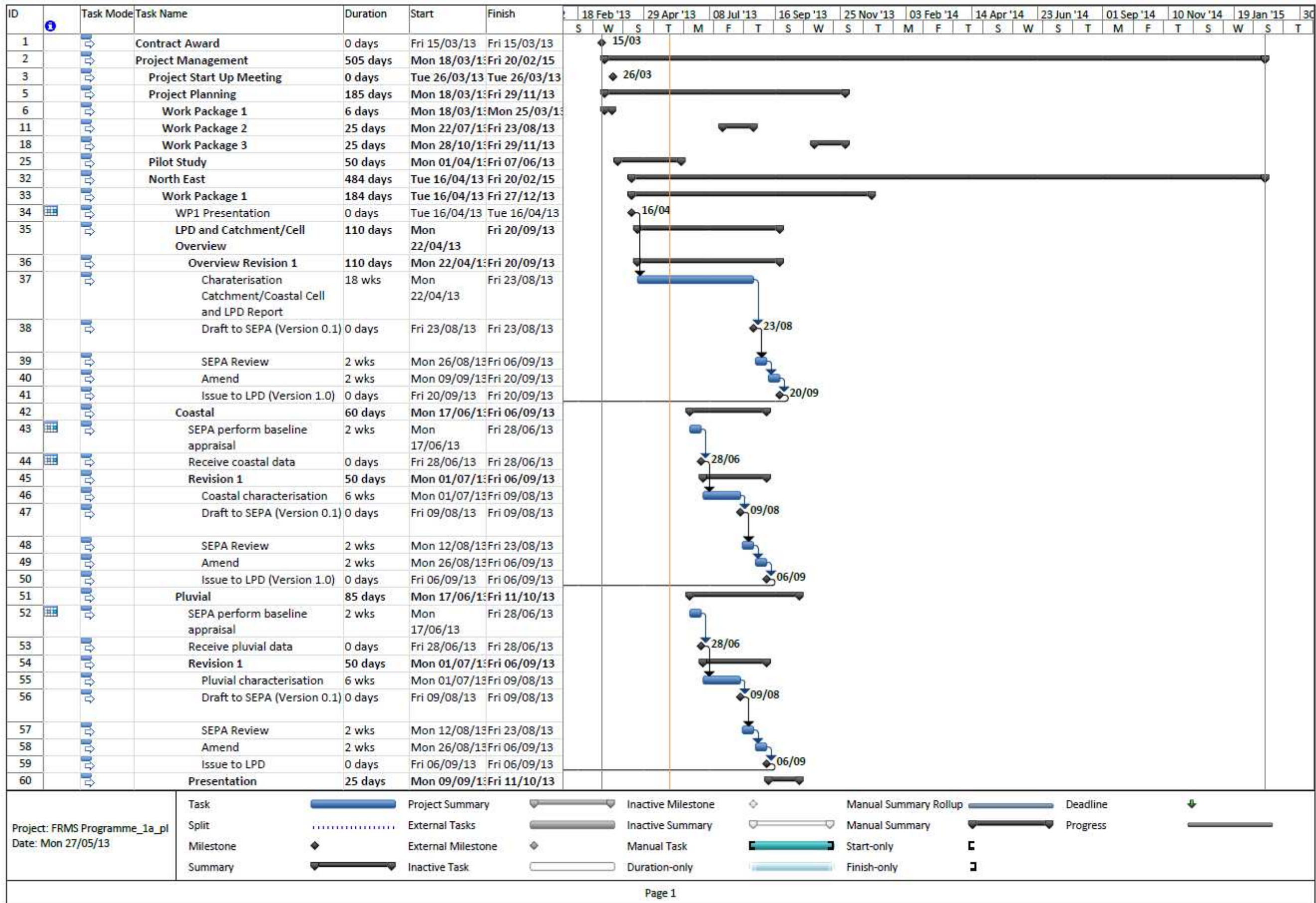
None

## **8.0 REPORT AUTHOR DETAILS**

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# **Appendix A**

(North East of Scotland)



ID	Task Mode	Task Name	Duration	Start	Finish	2013							2014							30			
						18 Feb '13	29 Apr '13	08 Jul '13	16 Sep '13	25 Nov '13	03 Feb '14	14 Apr '14	23 Jun '14	01 Sep '14	10 Nov '14	19 Jan '15							
						S	W	S	T	M	F	T	S	W	S	T	M	F	T	S	W	S	T
61		Develop Presentation	1 wk	Mon 09/09/13	Fri 13/09/13																		
62		Draft to SEPA	0 days	Fri 13/09/13	Fri 13/09/13																		
63		SEPA Review	1 wk	Mon 16/09/13	Fri 20/09/13																		
64		Amend	1 wk	Mon 23/09/13	Fri 27/09/13																		
65		Presentation to LPD	0 days	Fri 27/09/13	Fri 27/09/13																		
66		Revision 2	10 days	Mon 30/09/13	Fri 11/10/13																		
67		Amend	2 wks	Mon 30/09/13	Fri 11/10/13																		
68		Final Report (Version 2.0)	0 days	Fri 11/10/13	Fri 11/10/13																		
69		<b>Fluvial</b>	120 days	Mon 15/07/13	Fri 27/12/13																		
70		SEPA perform baseline appraisal	2 wks	Mon 15/07/13	Fri 26/07/13																		
71		Receive fluvial data	0 days	Fri 26/07/13	Fri 26/07/13																		
72		Revision 1	75 days	Mon 29/07/13	Fri 08/11/13																		
73		Fluvial Characterisation and Objectives	6 wks	Mon 29/07/13	Fri 06/09/13																		
74		Draft to SEPA (Version 0.1)	0 days	Fri 06/09/13	Fri 06/09/13																		
75		SEPA Review	2 wks	Mon 09/09/13	Fri 20/09/13																		
76		Amend	2 wks	Mon 23/09/13	Fri 04/10/13																		
77		Issue to LPD (Version 1.0)	0 days	Fri 04/10/13	Fri 04/10/13																		
78		Presentation	15 days	Mon 07/10/13	Fri 25/10/13																		
79		Develop Presentation	1 wk	Mon 07/10/13	Fri 11/10/13																		
80		Draft to SEPA	0 days	Fri 11/10/13	Fri 11/10/13																		
81		SEPA Review	1 wk	Mon 14/10/13	Fri 18/10/13																		
82		Amend	1 wk	Mon 21/10/13	Fri 25/10/13																		
83		Presentation to LPD	0 days	Fri 25/10/13	Fri 25/10/13																		
84		Revision 2	10 days	Mon 28/10/13	Fri 08/11/13																		
85		Amend	2 wks	Mon 28/10/13	Fri 08/11/13																		
86		Final Report (Version 2.0)	0 days	Fri 08/11/13	Fri 08/11/13																		
87		GATEWAY - Objectives Agreed	0 days	Fri 08/11/13	Fri 08/11/13																		
88		<b>Long list of Measures</b>	50 days	Mon 07/10/13	Fri 13/12/13																		
89		Revision 1	30 days	Mon 07/10/13	Fri 15/11/13																		
90		Long list of Measures	4 wks	Mon 07/10/13	Fri 01/11/13																		
91		Draft to SEPA (Version 0.1)	0 days	Fri 01/11/13	Fri 01/11/13																		
92		SEPA Review	2 wks	Mon 04/11/13	Fri 15/11/13																		
93		Issue to LPD (Version 1.0)	0 days	Fri 15/11/13	Fri 15/11/13																		
94		Revision 2	20 days	Mon 18/11/13	Fri 13/12/13																		
95		LPD Review	2 wks	Mon 18/11/13	Fri 29/11/13																		
96		Amend	2 wks	Mon 02/12/13	Fri 13/12/13																		

Project: FRMS Programme\_1a\_pl  
Date: Mon 27/05/13

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
Split		External Tasks		Inactive Summary		Manual Summary		Progress	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			

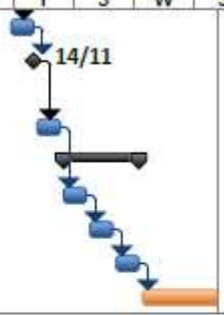


ID	Task Mode	Task Name	Duration	Start	Finish	18 Feb '13		29 Apr '13		08 Jul '13		16 Sep '13		25 Nov '13		03 Feb '14		14 Apr '14		23 Jun '14		01 Sep '14		10 Nov '14		19 Jan '15		30
						S	W	S	T	M	F	T	S	W	S	T	M	F	T	S	W	S	T	M	F	T	S	W
97		Final Report (Version 2.0)	0 days	Fri 13/12/13	Fri 13/12/13																							
98		Float	2 wks	Mon 16/12/13	Fri 27/12/13																							
99		Work Package 2	120 days	Mon 30/12/13	Fri 13/06/14																							
100		Short list of Measures	110 days	Mon 30/12/13	Fri 30/05/14																							
101		Revision 1	80 days	Mon 30/12/13	Fri 18/04/14																							
102		Short list of measures	12 wks	Mon 30/12/13	Fri 21/03/14																							
103		Draft to SEPA (Version 0.1)	0 days	Fri 21/03/14	Fri 21/03/14																							
104		SEPA Review	2 wks	Mon 24/03/14	Fri 04/04/14																							
105		Amend	2 wks	Mon 07/04/14	Fri 18/04/14																							
106		Issue to LPD (Version 1.0)	0 days	Fri 18/04/14	Fri 18/04/14																							
107		Presentation	20 days	Mon 21/04/14	Fri 16/05/14																							
108		Short list Presentation	2 wks	Mon 21/04/14	Fri 02/05/14																							
109		Draft to SEPA	0 days	Fri 02/05/14	Fri 02/05/14																							
110		SEPA Review	1 wk	Mon 05/05/14	Fri 09/05/14																							
111		Amend	1 wk	Mon 12/05/14	Fri 16/05/14																							
112		Presentation to LPD	0 days	Fri 16/05/14	Fri 16/05/14																							
113		Revision 2	10 days	Mon 19/05/14	Fri 30/05/14																							
114		Amend	2 wks	Mon 19/05/14	Fri 30/05/14																							
115		Final Report (Version 2.0)	0 days	Fri 30/05/14	Fri 30/05/14																							
116		Float	2 wks	Mon 02/06/14	Fri 13/06/14																							
117		Work Package 3	120 days	Mon 16/06/14	Fri 28/11/14																							
118		Appraised Options and Preference	70 days	Mon 16/06/14	Fri 19/09/14																							
119		Revision 1	70 days	Mon 16/06/14	Fri 19/09/14																							
120		Appraisal & preferred options	12 wks	Mon 16/06/14	Fri 05/09/14																							
121		Draft to SEPA (Version 0.1)	0 days	Fri 05/09/14	Fri 05/09/14																							
122		SEPA Review	2 wks	Mon 08/09/14	Fri 19/09/14																							
123		Issue to LPD (Version 1.0)	0 days	Fri 19/09/14	Fri 19/09/14																							
124		Models and Data	50 days	Fri 05/09/14	Fri 14/11/14																							
125		Revision 1	20 days	Fri 05/09/14	Fri 03/10/14																							
126		Models and Data	2 wks	Mon 08/09/14	Fri 19/09/14																							
127		Draft to SEPA	0 days	Fri 05/09/14	Fri 05/09/14																							
128		SEPA Review	2 wks	Mon 22/09/14	Fri 03/10/14																							
129		Issue to LPDs	0 days	Fri 19/09/14	Fri 19/09/14																							
130		Presentation	30 days	Mon 22/09/14	Fri 31/10/14																							
131		Appraisal & Preferred Options	2 wks	Mon 22/09/14	Fri 03/10/14																							
132		Draft to SEPA	0 days	Fri 03/10/14	Fri 03/10/14																							
133		SEPA Review	2 wks	Mon 06/10/14	Fri 17/10/14																							
134		Amend	2 wks	Mon 20/10/14	Fri 31/10/14																							
135		Presentation to LPD	0 days	Fri 31/10/14	Fri 31/10/14																							
136		Revision 2	10 days	Mon 03/11/14	Fri 14/11/14																							

Project: FRMS Programme\_1a\_pl  
Date: Mon 27/05/13

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
Split		External Tasks		Inactive Summary		Manual Summary		Progress	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			

ID	Task Mode	Task Name	Duration	Start	Finish	18 Feb '13		29 Apr '13		08 Jul '13		16 Sep '13		25 Nov '13		03 Feb '14		14 Apr '14		23 Jun '14		01 Sep '14		10 Nov '14		19 Jan '15		30
						S	W	S	T	M	F	T	S	W	S	T	M	F	T	S	W	S	T	M	F	T	S	W
137		Amend	2 wks	Mon 03/11/14	Fri 14/11/14																							
138		Final Report (Version 2.0)	0 days	Fri 14/11/14	Fri 14/11/14																							
139		Float	2 wks	Mon 17/11/14	Fri 28/11/14																							
140		Handover Report	30 days	Mon 01/12/14	Fri 09/01/15																							
141		Draft to SEPA (Version 0.1)	2 wks	Mon 01/12/14	Fri 12/12/14																							
142		SEPA Review	2 wks	Mon 15/12/14	Fri 26/12/14																							
143		Amend	2 wks	Mon 29/12/14	Fri 09/01/15																							
144		Terminal Float	30 days	Mon 12/01/15	Fri 20/02/15																							



Project: FRMS Programme_1a_pl Date: Mon 27/05/13	Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
	Split		External Tasks		Inactive Summary		Manual Summary		Progress	
	Milestone		External Milestone		Manual Task		Start-only			
	Summary		Inactive Task		Duration-only		Finish-only			

## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise Planning and Infrastructure
DATE	29/08/13
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Funding Internal Audit update and Attendance at Overseas Exhibitions & Events
REPORT NUMBER:	EPI/13/112

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### 1. PURPOSE OF REPORT

This report is to request permission for Councillors, Director Enterprise, Planning and Infrastructure and Officers to travel to overseas to attend various events

### 2. RECOMMENDATION(S)

That Committee approves travel and attendance at the following events and for exhibition space at the Hannover Show.

- Brussels – EU Open days 8<sup>th</sup> to 11<sup>th</sup> October – Two Officers
- Riga – Riga City Council Conference on “Smart Cities” 15<sup>th</sup> to 17<sup>th</sup> October – Two Officers – 50% costs covered by Riga City Council
- China – ICEI’s 1<sup>st</sup> Annual Conference of emerging Industries – 5<sup>th</sup> and 6<sup>th</sup> November 2013 - Two Officers – 25% of costs covered by ICEI with possibility of balance costs be covered by the State Administration of Foreign Experts Affairs in China
- Maastricht, Netherlands- The European Public Sector Awards- 25<sup>th</sup> - 27<sup>th</sup> November 2013, a member and an officer
- Tokyo – 10<sup>th</sup> International Hydrogen and Fuel Cell Expo – 26<sup>th</sup> to 28<sup>th</sup> February 2014 – Council Leader or nominee, HyTrEc Project Officer and Two Officers
- Hannover – The world’s Leading Trade Fair and Exhibition for Industry Technology – 7<sup>th</sup> to 11<sup>th</sup> April 2014 – Council Leader or nominee, HyTrEc Project Manager, Officer from the Trade Development Team and Two Officers from the Partnerships, Performance and Funding team – 50% of costs recovered from the EU HyTrEc project.
- Hannover – To take Exhibition space up to a maximum value of £10,000.00. 50% of costs recovered from the EU Funded HyTrEc project.

### 3. FINANCIAL IMPLICATIONS

The cost of travel and accommodation for the above will be £8,000 and for the exhibition space in Hannover will be £10,000. This includes travel accommodation and subsistence. This will be met from current service budgets. It must be noted that 50% of the costs incurred in attending and taking of exhibition space at the Hannover show will be recovered by the HyTrEc EU funded project.

### 4. OTHER IMPLICATIONS

European policy, representation and best practice supports the Council's objective of representing the interests of the people and organisations of Aberdeen within North East Scotland, the UK, and Europe. The Europe 2020 Strategy aims for a Smart, Sustainable and Inclusive Europe which is re-elected in the Council's 2011-2016 5 Year Business Plan. It also facilitates greatly the promotion of Aberdeen's City Vision, 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". Showcasing this in prominent and well attended conferences and Exhibitions will encourage businesses to look at opening offices in Aberdeen.

### 5. BACKGROUND / MAIN ISSUES

The following provides an update of the internal audit of external funding and details of overseas exhibitions and events. Unless otherwise specified, the officers who will attend these events will be appointed by the Director of Enterprise Planning and Infrastructure.

#### **5.1 Internal Audit**

An internal audit was undertaken in September 2012 which found:

- Project objectives are not always clearly defined at the outset and used as a basis to measure progress during the lifecycle of certain projects
- Absence of risk management arrangements involving identification, assessment and mitigation actions for each project
- Absence of cost / benefit exercises to justify participation in projects including the assessment of the financial make-up of the project
- There is inefficient budgeting for projects and classifications within the financial ledger are inaccurate in certain instances
- Clarification of the nature and extent of planning tools to be utilised for managing projects with documented guidance prepared to cover the matter
- Preparation and presentation of project documentation required under each individual project partnership agreement is not always completed.

The following measures have been put in place as a result of the audit:-

- All new projects being developed by the External Funding team will ensure that project objectives were clearly defined at the outset, documented in a formal project brief and use as a basis for measuring progress during the lifecycle of a project.
- All new projects will be reported to EP&I Committee requesting approval to participate and will include a risk register, and yearly briefings to committee as to how these risks are being managed.
- A cost benefit exercise will be undertaken for each project and the results will be submitted to the EP&I committee when requesting approval to participate in a project.
- All projects will ensure that unique budgets are established for each project and will also ensure that the financial ledger accurately reflects the project income and costs.
- Project Officers will establish planning tools to be utilised for managing projects with documented guidance
- Project Officers will ensure that rules are established for each project to cover the records contracted under each grant's Partnership Agreement to ensure their method of filing and staff entitled to access these documents
- All staff within the Partnership, Performance and Funding team to be trained in PRINCE 2 Project Management (Foundation).
- For existing projects a filing system is planned to be implemented by 31 March 2014 with a scoring system for projects to which we lead to be put in place by 31<sup>st</sup> December 2013. These two items will be reported as part of the internal audit reporting.

## **5.2 Overseas Exhibitions and Events**

### Open Days

The 2013 EU Open days will enable stakeholders at regional and local levels to discuss their priorities for the 2014-2020 Funding periods. This event in Brussels is seen as one of the biggest opportunities for officers to look at the opportunities which are ahead and identify possible ways of working in collaboration to secure EU funds to support sustainable economic growth. The EU Open Days provides an opportunity to discuss project ideas and develop partnerships there are over 100 workshops scheduled to take place over the two days, with Smart Cities, and low carbon high on the agenda in many of these workshops. Aberdeen City Council is also a full partner in the HyER (Hydrogen Fuel Cells and Electro Mobility in European Regions) event "HyER Regions and Cities to Empower Electro Mobility. Aberdeen City Council has a speaking slot at this event.

## Riga

The Director Enterprise, Planning and Infrastructure and the Senior Partnerships and Funding Officer have been invited to speak at the Riga City Councils conference on Smart Cities and EU Funding. The Riga City Council is looking to promote the Cities Economic Growth within the framework of the concept of "Smart Cities" by ensuring the recognition of Riga as an economical, dynamic, green and attractive City for inward investment and increasing its engagement in the European Union. Riga would like the City of Aberdeen to show its best practices especially how it looked at European Funding and have been so successful in obtaining EU funds. During this conference the Riga City Council will mainly focus on the topics for adoption of practical solutions that are suitable for the city to strengthen its Smart City status. It will also focus on Hydrogen and how this new technology could play a major role in the greening of Riga.

## China

ICLEI's 1<sup>st</sup> annual International Conference of Emerging Industries will take place in Shenzhen and is fully supported by the State Administration of Foreign Experts Affairs in China. As an important partnership forum, the following topics Smart City, Smart Transportation, Smart Buildings, and Smart Health Care will be discussed with various municipalities around the world. Aberdeen City Council has been invited to speak and participate in the following forums "Smart City and Public Infrastructure / Innovations and how the City made use of External funds to deliver projects for a Smart City. The Director Enterprise Planning and Infrastructure and the Senior Partnerships, Performance and funding Officer have requested to speak at this event.

## Maastricht, The Netherlands

Aberdeen City Council has been awarded by the European Public Sector Awards (EPSA), a Best practice certificate for its Economic Development Funding Strategy. This is the second EPSA award for best practice with the first being awarded for Leadership towards a low carbon economy in 2011.

EPSA received 230 applications from European Institutions from 18 European countries. Of the 47 institutions recognised for best practice, 17 come from the European and national level, 7 from the regional and 23 from the supra-local and local level. From the UK there are three recipients; the City of London, North Dorset District Council and Aberdeen City Council. The recipients have been awarded based on their ability to Weathering the (economic) storm – (demonstrating) creative solutions in a time of (economic) crisis.<sup>1</sup> The awards will be further judged for outstanding performance in categories of European and national level, Regional and Supra-local/ local level, recognising overall prize winners and nominees, as well as honourable mentions. The EPSA jury meets on 25 September 2013 to make their decision and best practice

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<sup>1</sup> A list of recipients can be found from the following link-.  
[http://www.epsa2013.eu/files/BP%20Recipients%20table\\_EPSA2013\\_FINAL.pdf](http://www.epsa2013.eu/files/BP%20Recipients%20table_EPSA2013_FINAL.pdf)

winners, prize winners, nominees, honourable mentions are advised accordingly.

The three day final event is should be attended by a member and an officer. This event will include in depth knowledge transfer from the outstanding performance projects, which provides practical and in depth information that is relevant to progressing Aberdeen City Council's Smarter Aberdeen agenda. The best practices, prize winners and nominees, as well as honourable mentions, will be presented during a three-day high-level final event and award ceremony in Maastricht (NL) from 25 until 27 November 2013. As a best practice winner the costs of the event are covered by EPSA with only travel and accommodation, which is available from existing budgets.

## Tokyo

The 10<sup>th</sup> International Hydrogen Fuel Cell Expo is being held in Tokyo from the 26<sup>th</sup> to the 28<sup>th</sup> of February 2014. This Exhibition and Conference attracted over 75,000 visitors from all over the world last year and it is the largest Fuel Cell event in the world. The exhibition area is so large and attended by various Politician's and officers that it is essential to have a senior Politician and a few officers that we could make best use of attending and viewing various technologies, meetings and meet different industry partners and suppliers that could help Aberdeen become a leading City in Hydrogen from renewable energy.

This exhibition and conference on Hydrogen Fuel Cells (technical side) is a multi-disciplinary international conference on the production of hydrogen through various methods as well as its use in various systems. It will have particular value and interest to researchers, scientists, engineers and practitioners who are working in the field of hydrogen production technologies, ranging from policy making and technical development to management and marketing.

It will provide a forum for the exchange of latest advances and technical information, dissemination of new research developments in the areas of hydrogen production and usage, and presentations involving the future directions and priorities in the hydrogen economy for a sustainable future. This time the focus goes even beyond hydrogen production with a special emphasis on storage and safety aspects including hydrogen embrittlement. (Hydrogen embrittlement is the process by which various metals, most importantly high-strength steel, become brittle and fracture following exposure to hydrogen. Hydrogen embrittlement is often the result of unintentional introduction of hydrogen into susceptible metals during forming or finishing operations and increases cracking in the material).

The themes of the conference will cover technical topics ranging from the conversion of fossil fuels to the use of renewable energy sources and nuclear power for hydrogen production. Special emphasis will be on new and promising technologies that may provide clean and cost effective hydrogen for

widespread commercial applications. Processes for the gasification of coal and biomass, thermochemical systems, photochemical systems, high temperature electrolysis, renewable energy sources or solar technologies such as concentrated solar systems and development of above technologies will be included.

To extend beyond technical areas, social aspect of hydrogen (policy making, hydrogen infrastructure development, environmental concerns, regulatory actions, standards development, safety, storage, commercialization, education and training) will be covered. It is proposed that the Leader of the Council along with the Director of Enterprise Planning and Infrastructure, The Partnerships, Performance and funding officer and the Project Manager of the HyTrEc project attend and showcase Aberdeen at this International event

### Hannover

The Hannover Trade Fair and industry Technology is the biggest event of all Renewable technologies in Europe. Last year it had over 6,550 exhibitors from around the globe and this event covers a huge area that requires buses to transport you around the exhibition areas. They have a fully dedicated exhibition space for Hydrogen Fuel Cells and as the Lead Partner in the EU funded HyTrEc project it is important that a space is taken to show case the project and more importantly to show case Aberdeen City and show its aspirations of becoming a leading city in this new emerging technology. This event will be attended by the Leader of the Council, The Director of Enterprise Planning and Infrastructure, The Partnerships, Performance and Funding Officer, the HyTrEc Project officer and an officer from the Business Growth team.

## 6. IMPACT

Several of the challenges of the Community Plan identified in the Single Outcome Agreement are also supported, such as: Leading the City, Being Informed, Getting Involved, Land Use and the Environment and Clean City, Transport and Connections, Prosperity and Jobs, and Aberdeen's Image.

## 7. MANAGEMENT OF RISK

There will inevitably be some risks associated with overseas travel. As far as possible, measures relevant to the destination will be taken to reduce any risks in line with Council Policy.

It is important that Aberdeen is fully represented in all European matters and that all opportunities for influencing policy and the development of transnational projects for the City's benefit are grasped in order that opportunities are maximised. If this is not done the Council could be at risk of not being able to draw down European and other external grant monies



8. BACKGROUND PAPERS

Smart Aberdeen 2020 Document

9. REPORT AUTHOR DETAILS

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## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise, Planning and Infrastructure
DATE	29 <sup>th</sup> August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Strategic and Local Transportation Projects Update Report
REPORT NUMBER:	EPI/13/125

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### 1. PURPOSE OF REPORT

The purpose of this report is to advise Members of the progress to date of various strategic and local transportation projects within Aberdeen City and the wider area. These 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:

- a) Note the contents of this report;
- b) Endorse development through Nestrans including Board decisions and progress on the 2013/14 programme of works;
- c) Agree that the policy for Complementary Uses of Park and Ride Sites approved at this Committee on 15th March 2011 be maintained as the method of managing events at Park and Ride sites; and
- d) Ratify the Convenor/Vice Convenor approved response to Nestrans on the Regional Transport Strategy Re-Fresh.

### 3. FINANCIAL IMPLICATIONS

The projects described in this report are being funded through various budgets including Nestrans, the Regional Transport Partnership. Details are included in the relevant sections. There are no implications for approved PBB options.

### 4. OTHER IMPLICATIONS

None

### 5. BACKGROUND/MAIN ISSUES

## **A) Issues Requiring a Committee Decision**

### **1 Nestrans Projects and Programmes**

1.1 The Nestrans Board met on the 17<sup>th</sup> April 2013, the 12<sup>th</sup> June 2013 and the 28<sup>th</sup> August 2013. The minute of the April meeting is included as Appendix A to this report. The minutes of the June and August meetings will be included within a future report to this Committee.

### **1.2 Nestrans Capital Programme 2013/14**

The capital programme expenditure for 2013/14 was agreed at the Nestrans Board meeting on 20<sup>th</sup> February 2013. An update on each of the projects taking place in Aberdeen City follows.

#### 1.2.1 Active Travel

##### Core Paths

Masonry repairs are currently taking place to prevent further structural decay to the Don Bridge at Parkhill which forms part of the Formartine and Buchan Way.

Improvements are also being made to the Coastal Path and signage is being implemented in a variety of locations.

##### Greenbrae Cycle Project

A launch event to formally open the paths installed during the spring was held on 13<sup>th</sup> May 2013 with Councillors Peter Argyle and Ramsay Milne, Chair and Vice-Chair respectively of the Nestrans Board, in attendance, along with pupils and staff of Greenbrae School and members of the local community.

In the days leading up to the launch, school pupils participated in a series of events and activities to raise awareness of the new infrastructure, including a sponsored cycle ride for pupils and an orienteering challenge around the neighbourhood for local residents and businesses. The Getabout bicycle roadshow also visited the school for a day as part of the celebrations.

Route signage has now been installed to formalise Link 10 (Seaview to Dubford Road) and as the first stage in the formalisation of Link 11 (Dubford Road to Dubford Gardens). The latter requires a Traffic Regulation Order (TRO) to convert the existing path to a pedestrian and cycle route. The TRO for this (and for the proposed shared use route from Dubford Road to Middleton Park, along Scotstown Road and Jesmond Drive) has now been through the necessary legal process and the outcomes will be reported to this Committee in the 'Traffic Orders at the Final Stage of the Statutory Process' report.

##### Ellon Road Strategic Cycle Links

A report into options for a continuous cycle route from the Bridge of Don to the A90/B999 roundabout has been completed and is currently being reviewed.

#### Anderson Drive Strategic Cycle Links

The design of Phase 1 (Bridge of Dee to Cromwell Road) and Phase 2 (Midstocket Road to Ashgrove Road West) is currently being consulted upon. Design of Phase 3 (King's Gate to Earls Court Gardens) and Phase 4 (Haudagain Roundabout to Kingshill Road) is now underway. A Statutory Regulation Order (SRO) is being prepared with a view to implementing some small-scale improvements by the end of this financial year.

#### Dyce Drive Strategic Cycle Links

The design and potential installation of missing cycle links from Dyce Avenue to Argyll Road along the north side of Dyce Drive will be completed in January 2014.

#### A96 Aberdeen to Blackburn Cycle Route

Design work in relation to localised widening, consideration of crossings and a review of existing facilities has been completed and consultation is underway with Transport Scotland and other relevant stakeholders regarding the proposals.

#### The Parkway Strategic Cycle Links

A feasibility design has been completed and opportunities are currently being consulted upon with stakeholders.

#### Aberdeen Beach Recreational Cycle Route

The implementation of a route linking School Drive/Golf Road to the Beach Esplanade should be completed during autumn 2013.

#### Westhill to Aberdeen Cycle Route Improvements

Investigations have shown that further drainage at the Old Skene Road section of the route would not alleviate the problem of ice in cold weather. A grit box with a spreader is therefore being installed at the affected area and the situation will be further monitored this winter. Verge lines of the path have also been tidied up to support the existing drainage provisions.

### 1.2.2 Public Transport

#### Aberdeen City and Shire Joint Bus Stop Information Initiatives

A programme of replacement and/or provision of bus timetable display cases at bus stops within Aberdeen City and Aberdeenshire is ongoing.

#### Airport Bus Turning Circle

A further bat survey has now been completed to inform the planning application. A determination on the application is anticipated by the end of August 2013.

#### A96 Park and Choose

Preparatory work is underway in anticipation of the facility being open in autumn 2015.

### 1.2.3 Strategic Road Safety Improvements

#### Accident Reduction on Strategic Routes

Retexturing of sections of the B999 (Murcar Roundabout to Potterton), B979 (Malcolm Road to Westhill) and the road from Kingswells Roundabout to Kirk Brae, Cults will be completed in November 2013.

### 1.2.4 Freight

#### A947 Oldmeldrum Road/Dyce Drive Junction Improvement

Increased radii to improve turning manoeuvres for HGVs and to ease congestion will be implemented in autumn 2013.

#### Howe Moss Drive/Dyce Drive Junction Improvement

Land ownership issues have been identified at this location and officers are reviewing how best to resolve these.

## 1.3 Nestrans Revenue Programme 2013/14

The revenue programme expenditure for 2013/14 was agreed at the same meeting and updates on each of the projects taking place within Aberdeen City are provided below.

### 1.3.1 Bus Action Plan

#### Bus Link Improvements to Anderson Drive

A study is ongoing to identify improvements for public transport along and across Anderson Drive following implementation of the Aberdeen Western Peripheral Route (AWPR).

### 1.3.2 Project Feasibility and Monitoring

#### Bridge of Dee Project Feasibility and Development

Work is ongoing to complete the formal Scottish Transport Appraisal Guidance (STAG) and Design Manual for Roads and Bridges (DMRB) Stage 1 assessments.

The STAG process has been ongoing throughout 2012/13 with a programme developed to enable completion of the STAG Part 1 element during 2013/14:

- Environmental Performance (**completed**) - Data Gathering for Baseline Condition and completion of Environmental Assessment including Initial Part 1 Appraisal Summary Tables (AST) Compilation;
- Safety Performance (**completed**) - Evaluate Safety Performance including Initial Part 1 AST Compilation (Safety Assessment);

- Economic Performance (**completed**) - Data Gathering and completion of Economic Assessment including Initial Part 1 AST Compilation;
- Integration, Accessibility & Social Inclusion Performance (**August 2013**) - Evaluate Performance including Initial Part 1 AST Compilation;
- Public Acceptability Performance (**November 2013**) – Public consultation and preparation of Public Acceptability Assessment; and
- Reporting (**January 2014**) - Preparation of Final Part 1 ASTs and Preparation of Volume 2 of 4 of STAG Report.

Information relating to the study including the pre-appraisal report has been published on the Council website:

[http://www.aberdeencity.gov.uk/transport\\_streets/roads\\_pavements/transport\\_projects/road\\_access\\_from\\_south\\_home.asp](http://www.aberdeencity.gov.uk/transport_streets/roads_pavements/transport_projects/road_access_from_south_home.asp).

The website now also includes draft plans of the various options being considered.

An informal public consultation on the options will be held during the week beginning 16th September at a number of venues. The consultation information, including dates and locations, will be made available on the Council website as soon as these are finalised, along with an online questionnaire.

#### Feasibility and Design Aspects of Locking in the Benefits

Discussion is being undertaken on the focus of this piece of work and details will be provided to this Committee in due course.

#### Economic and Environmental Assessment for City Centre Pedestrianisation

At its meeting of 24th June the Council agreed: *To instruct officers to investigate options, including appropriate traffic modelling, for creating a more user-friendly pedestrian environment to form a civic space on Broad Street in advance of the pedestrianisation of Union Street; the costs of these investigations to be met from the Central Aberdeen Infrastructure budget approved as part of the Non-Housing Capital Programme at the Council's Budget Meeting on 14 February 2013.*

In view of this a revised programme is currently being compiled. Key milestones established to date include:

- Completion of City Centre Transport Model – August 2013;
- Development of Broad Street options – August 2013; and
- Assessment of Broad Street options to be completed – January 2014.

Further milestones will be reported at the next meeting of this Committee.

- 1.4 Nestrans's total expenditure within Aberdeen City for 2013/14 is anticipated to be £914,000 capital and £295,000 revenue.

- 1.5 It is therefore recommended that Members endorse development through Nestrans as outlined above, including Board decisions and progress on the 2013/14 programme of work.

## **2 Complementary Uses of Park and Ride Sites**

- 2.1 At its meeting on 11<sup>th</sup> September 2012, this Committee requested that officers report back to the appropriate Committee on how future events of the type described for Parks and Open Spaces are to be managed in Park and Ride sites.
- 2.2 A report was agreed by this Committee on 15th March 2011 setting out a procedure for the potential use of Park and Ride sites for events. The procedure followed the Council's letting system for school and educational establishments which considers a range of uses by others, both internal Council and external partner services, which comply with the agreed terms of use. Priority is given to the primary purpose with other requests accommodated where possible. Various charges are applied. This system of letting was therefore considered suitable as a means of managing usage of Park and Ride sites. A charging regime was subsequently agreed by the Finance and Resources Committee on 21st April 2011 with users invoiced dependant on the type and length of usage and on whether the application was internal or external to the Council.
- 2.3 Appendix B describes the application procedures required for potential uses of both Park events and Park and Ride site events. The process in both cases is similar and ultimately, for both procedures, permission is granted at the discretion of the relevant officers. The charges applied for a Parks and Open Space event and a Park and Ride complementary use event are different with the former being charged on a daily basis and the latter on an hourly basis. This reflects the nature of the events at the different locations with events at Park and Ride sites tending to be smaller in nature and taking place over shorter periods, such as cycle training. There has been one instance where what we were led to believe was a small event resulted in some issues but in general the events that have been approved have taken place without incident.
- 2.4 In the case of events within Parks and Open Spaces, all applications deemed an 'event' (an occurrence happening at a determinable time and place) are assessed, consultation is carried out with all interested parties and involved Agencies and relevant permission or refusal is given by Events Officers. In the case of events at Park and Ride sites, the report of 15th March 2011 considered that wider consultation was unnecessary and would be disproportionate given the likely size of events. This has been borne out by experience of approved events to date.



- 2.5 It is considered that the procedures developed for the approval of complementary uses of Park and Ride sites are sufficiently robust as a means of identifying and approving suitable uses. Given the already agreed process and its suitability for the control of smaller events, it is not considered necessary to apply the Parks and Open Spaces event policy to the management of events at Park and Ride sites. It is therefore recommended that Members agree that the policy for complementary uses of Park and Ride sites approved on 15th March 2011 be maintained as the method of managing events at Park and Ride sites.

### **3 Regional Transport Strategy Refresh**

- 3.1 At its meeting in May, this Committee agreed that the Convenor and Vice Convenor should approve a response to Nestrans on the Regional Transport Strategy Re-Fresh in time for the consultation deadline, and that this response should subsequently be ratified by the Committee. This response has now been submitted to Nestrans on behalf of Aberdeen City Council and a copy of this is included as Appendix C to this report.
- 3.2 It is therefore recommended that this Committee ratify the Convenor/Vice Convenor approved response to Nestrans on the Regional Transport Strategy Re-Fresh.

## **B) Issues for Information**

### **Active Travel and Air Quality**

#### **4 Sustrans Community Links Fund 2013/14**

- 4.1 In May 2013, officers were successful in attracting £32,500 from Sustrans Scotland's Community Links Fund 2013/14, the purpose of which is to assist local authorities in improving walking and cycling links to key destinations.
- 4.2 Funding was awarded for the following projects, being match-funded with Nestrans:
- Dubford to Oldmachar cycle route implementation (£10,000);
  - Ellon Road strategic cycle links study and implementation (£12,500); and
  - The Parkway pedestrian and cycle improvements study (£10,000).

#### **5 Hands Up Survey 2012**

- 5.1 On 31<sup>st</sup> May 2013 Sustrans published the results of the 2012 Hands Up Scotland school travel survey as Official Statistics. The purpose of the survey is to find out how children in Scotland regularly travel to and from school.

- 5.2 All local authority primary and secondary schools in Aberdeen are invited to take part in the survey every year. In recent years, in an effort to increase the sample size and provide a more robust dataset, Sustrans has also been encouraging local authorities to gather data from nursery schools, SEN (Special Educational Needs) schools and independent schools. From 2011 therefore, results from nurseries were included in Aberdeen City's returns, and results from SEN and independent schools were included for the first time in 2012. This has had a significant impact on results.
- 5.3 Table 1 shows the proportion of children travelling to school in Aberdeen by each mode of transport in 2012 compared to 2011.

	<b>2012</b>	<b>2011</b>
Walk	49.7%	58.3%
Cycle	2.5%	2.5%
Scooter / skate	1.4%	1.2%
Park and stride	7.3%	6.0%
Driven	22.7%	19.6%
Bus	14.3%	11.1%
Taxi	1.3%	1.1%
Other	0.8%	0.1%

Table 1

- 5.4 The sample size in 2012 comprised 998 nursery school pupils, 9829 primary school pupils, 4984 secondary school pupils, 85 SEN pupils and 2971 independent school pupils. In contrast, figures from 2011 are based on 437 nursery school pupils, 9281 primary school pupils, 5128 secondary school pupils and no SEN or independent pupils. It is believed therefore that the difference in the results observed between 2011 and 2012, particularly the sharp decline in rates of walking to school, is almost wholly the result of the inclusion of data from independent school pupils and, to a lesser extent, additional figures from nursery and SEN school pupils.
- 5.5 Table 2 shows a comparison between the transport modes of local authority school and independent school pupils in 2012, revealing that independent school pupils are far less likely to travel to school by active modes of transport, with car and bus as their dominant modes.

	<b>LA Schools</b>	<b>Independent Schools</b>
Walk	58%	9%
Cycle	3%	1%
Scooter / skate	2%	0%
Park and stride	6%	14 %
Driven	20%	39%
Bus	11%	33%
Taxi	1%	0%

Other	0%	3%
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Table 2

5.6 Table 3 shows an analysis of the transport behaviours of pupils attending mainstream local authority primary and secondary schools in 2011 and 2012, providing a more reliable indicator of change. This is the information that the survey traditionally captured as these are the schools that local authority staff with responsibility for school travel work with and therefore seek to influence.

	<b>2012</b>	<b>2011</b>
Walk	58%	58%
Cycle	3%	3%
Scooter / skate	2%	0%
Park and stride	6%	6%
Driven	20%	20%
Bus	11%	11%
Taxi	1%	1%
Other	0%	0%

Table 3

This reinforces the assumption that the apparent change in travel behaviour amongst Aberdeen City school pupils between 2011 and 2012 is due to the inclusion of data from independent schools and, to a lesser extent, SEN and nursery schools, with the results for local authority primary and secondary schools remaining largely the same. The change is therefore not likely to be as significant as would seem from a glance at headline figures.

5.7 Aberdeen was one of only four local authorities to include data from independent schools in their results. Furthermore, the published figures reveal that:

- Aberdeen still has the highest walk to school rate amongst mainstream primary school pupils of all Scotland's 32 local authority areas (59.3%) and the second-highest walking rate amongst mainstream secondary school pupils (55.8%); and
- The cycle to school rate amongst mainstream primary school children in Aberdeen (3.6%) is at its highest recorded level since the survey began.

5.8 The 2013 survey will take place during the week beginning 9<sup>th</sup> September and full results will be available in Spring 2014.

## **6 Bike Week**

6.1 Bike Week 2013 took place between the 15<sup>th</sup> and 23<sup>rd</sup> June and Aberdeen City Council, with the Getabout partnership, organised a series of events throughout the City to celebrate. The Getabout bicycle roadshow visited three primary schools during the week – Muirfield, Broomhill and Fernielea – while, for the second consecutive year, a

family cycling event took place in Hazlehead Park in partnership with Active Schools. As well as the bicycle roadshow, this included a family cycle ride round a marked trail and some cycle skills training with the Grampian Tigers club.

## **7 European Mobility Week**

7.1 European Mobility Week 2013 takes place between the 16<sup>th</sup> and 22<sup>nd</sup> September. Aberdeen City Council will be organising a series of events throughout the week both within the Council and in schools to promote sustainable transport and to raise awareness of air quality issues in the City. The Lord Provost has signed an official Charter on behalf of the Council, pledging commitment to taking part in European Mobility Week and support for the aims and objectives of the campaign.

7.2 In Town Without My Car Day, the culmination of European Mobility Week, takes place on Sunday 22<sup>nd</sup> September 2013 and the Council will be participating in the celebrations by closing an area of Schoolhill and Belmont Street to motor traffic and filling the area with activities for members of the public to participate in on the themes of air quality and sustainable transport. Attractions will include the Getabout Bike Roadshow, a bike doctor, safe cycling promotions, rickshaw rides, and electric vehicle demonstrations. Colleagues from Transportation and Air Quality will be available to speak to members of the public about these issues, supported by the presence of representatives of the local bus companies, Co-Wheels, Aberdeen Cycle Forum and others. The event is being delivered in partnership with Getabout and the MUSIC (Mitigation in Urban Areas: Solutions for Innovative Cities) project's 'Take Back the Streets' team and is being championed by Councillor Morrison and Councillor Thomson.

7.3 Aberdeen City Council has been offered a grant of £5,808 from Transport Scotland to undertake sustainable travel initiatives that will promote the application of learning from the 'Smarter Choices, Smarter Places' demonstration programme. It is intended to accept this grant and to use it to add further elements to the In Town Without My Car Day event.

7.4 Cycling Scotland will also be holding a family cycle ride at Aberdeen Beach on Sunday 15<sup>th</sup> September 2013. As well as helping to facilitate the event officers will be providing complementary attractions such as the Getabout bicycle roadshow and other activities.

## **8 Sustainable Urban Mobility Plan**

8.1 In the March report to this Committee, Members were informed that further public consultation to shape the development of the Sustainable Urban Mobility Plan (SUMP) would be taking place in April alongside the Pre-Main Issues Report consultation process for the next Aberdeen Local Development Plan.

- 8.2 For the SUMP, members of the public were presented with eleven different areas of the City Centre and asked:
- What they thought the function of the area should be;
  - Whether the area needed no or a minimal amount of improvement and what form improvement should take;
  - Whether the area needed a medium level of improvement and what form improvement should take;
  - Whether the area needed a complete overhaul; and
  - What could be done to encourage them to travel to, from and around the City Centre more sustainably.
- 8.3 The areas presented were Castlegate, Broad Street/Queen Street, Schoolhill/Golden Square, Chapel Street/Rose Street, Bon Accord/Justice Mill, Crown Street/Dee Street, The Green/Guild Street/Market Street, Riverside/Poynerook/South Market Street, Union Street East, Union Street West and George Street/Aberdeen College. Results show that:
- Union Street West, Union Street East, Broad Street/Queen Street and the Castlegate were the areas deemed most in need of improvement;
  - Participants felt that Union Street's function should be predominantly retail. There was support for more residential development at its west end and more pedestrian priority at the east;
  - Participants believed that the Castlegate should have a café culture, play host to market stalls and facilitate greater pedestrian movements through it while a civic square should be created in the Broad Street/Queen Street area;
  - Crown Street/Dee Street was deemed the area that required the least intervention;
  - Cheaper bus fares and better and safe cycle areas/paths were the most common answers for encouraging people to travel more sustainably; and
  - The most commonly recurring comments called for a better surface on the Castlegate, a better pedestrian route through the Green between Union Street and Union Square, a tackling of traffic congestion on South Market Street and the regeneration of Union Street.
- 8.4 Further analysis of the full consultation results is ongoing and will be used to inform the development of a strategy for the City Centre and its main access points considering all modes of transport. Members will continue to be updated as the project progresses.

## **9 CARE North Plus**

- 9.1 The Council and EU Partners have been successful in an application to extend the Interreg IVB project CARE North (Carbon Responsible

Transport Strategies for the North Sea Area) for another 18 months, commencing in September 2013. Approximately £45,000 has been allocated to Aberdeen City Council which will be used for progressing further work on the Car Club, the SUMP, Locking in the Benefits of AWPR schemes and travel awareness and promotion.

## **10 Electric Vehicle Charging**

10.1 Progress is continuing on the installation of a network of publically available electric vehicle (EV) charging points in Aberdeen City as part of the Plugged in Places project funded by Transport Scotland and the Office for Low Emission Vehicles (OLEV). All nine sites, equating to twenty charging points, now have power supplies and are awaiting final connections being made by a specialist electrician before 'going live'. It is expected that the points will be operational by the end of August 2013 with an official launch planned for 3<sup>rd</sup> September. This will be accompanied by supporting information advising users how to safely connect to and operate the units. Information on EV charging in Aberdeen is now available on the Council website:

[http://www.aberdeencity.gov.uk/planning\\_environment/planning/transp ort/pla\\_electric\\_vehicle\\_charging.asp](http://www.aberdeencity.gov.uk/planning_environment/planning/transp ort/pla_electric_vehicle_charging.asp).

This page also includes a link to a site mapping all the electric charging points available to the public in the UK: <http://openchargemap.org/site/>.

10.2 TROs to safeguard parking spaces in front of the units for EVs only are being progressed. Following approval from this Committee in May 2013, the charging service will be offered to the public for free until the end of April 2014 when the situation will be reviewed. However, EV users will still be expected to pay the cost of parking where applicable. Dundee, Edinburgh and Aberdeenshire Councils are following the same arrangement while the Union Square shopping centre in Aberdeen already operates its own charging points on these terms.

10.3 Aberdeen City Council has also been successful in securing additional funding from OLEV as part of their Public Sector Estates Chargepoints Scheme. This scheme funds up to 75% of the cost of supply and installation of EV charging points in the public sector estate. The remainder of funds required will be supported from the Care North programme, as referenced in Section 9. The Council has received £10,800 and two preferred sites are currently being investigated. Further information will follow in a future report to this committee.

## **Major Projects**

### **11 Non-Housing Capital Projects**

11.1 The following are the indicative key milestones for a number of projects funded by the Non Housing Capital programme:

- **Third Don Crossing:** design and contract documentation currently underway; start construction - late 2013, with main contract underway early 2014; opening - autumn 2015;
- **A96 Park and Choose:** design and contract documentation currently underway; start construction - early 2014; opening - autumn 2015;
- **Dyce Drive Link Road:** design and contract documentation currently underway; start construction - early 2014; opening - early 2015 (connection to A96 subject to AWPR contract programme);
- **South College Street Corridor Improvements:** start construction - early 2015; opening - early 2016;
- **Berryden Corridor Phase 1:** design underway; start construction - autumn 2015; opening - autumn 2016;
- **Aberdeen Western Peripheral Route/Balmedie - Tipperty:** procurement underway; contract award - autumn 2014; opening - spring 2018;
- **Marischal Square - Option Appraisal:** City Centre Traffic Model completion - end August 2013; option appraisal completion - end January 2014;
- **Union Street Pedestrianisation:** key milestones to be revisited following Marischal Square option appraisal.

The above will be updated and refined for future reports to this Committee.

## 12 Haudagain Roundabout Improvements

12.1 Transport Scotland recently commissioned the development work for the recommended improvement at Haudagain Roundabout and a workshop meeting was held with Transport Scotland, Nestrans and Council officers on 28th June 2013 to discuss this. A note of this meeting is appended to a report which was considered by the Finance and Resources Committee on 25th July 2013. This Committee considered the notes of the workshop meeting with Transport Scotland which can be found with the full report at the following link:

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=146&MId=3090&Ver=4>.

This report has now been deferred to full Council.

12.2 Indicative key milestones for delivery of the Haudagain junction improvements were provided by Transport Scotland during their workshop meeting with officers and are as follows:

- Stage 2 Assessment and confirmation of the preferred route - Spring 2014;
- Stage 3 Assessment and draft order publication - Summer 2015;
- Statutory processes anticipated to take up to 15 months, subject to objections and a Public Local Inquiry – programmed completion Autumn 2016;

- Procurement phase up to 18 months; and
- Construction start - spring 2018.

Further updates on progress will be provided to the Committee in due course.

### **13 A96 Dualling**

13.1 The Scottish Government's Investment and Infrastructure Plan 2011 identified a commitment to complete the dualling of the A96 between Inverness and Aberdeen by 2030.

13.2 On the 9th May 2013 the Minister for Transport and Veterans, Keith Brown MSP, set out how the A96 dualling programme will be driven forward over the next few years. The outline strategy identifies packages of design and development work to be progressed with the objective of completing the full dualling between Inverness and Aberdeen by 2030. This includes taking forward:

- Preliminary engineering and Strategic Environmental Assessment (SEA) work along the A96 corridor;
- ongoing design work between Inshes and Nairn, including a Nairn Bypass;
- assessment of possible options for bypasses of Forres, Elgin, Keith and Inverurie after completion of the preliminary engineering and SEA work in approximately 12-18 months' time.

13.3 Transport Scotland is progressing the project and has commissioned Jacobs UK Ltd to provide preliminary engineering support services for initial design work equivalent to a DMRB Stage 1 Assessment. A SEA will also be produced for the route under a separate commission. Transport Scotland and Jacobs have met with the relevant Local Authorities including Aberdeen City Council to discuss the identification of constraints along the A96 corridor and potential improvements along with progress to date and future planned work. An initial review of the corridor issues has been carried out along with junction counts at key locations. There will be engagement with the local communities later this year to increase public awareness and seek initial views on the project. Members will be kept up to date on progress on the development of this project through future reports to this Committee.

### **Other**

#### **14 Scottish Transport Awards and National Transport Awards 2013**

14.1 The winners of the 2013 Scottish Transport Awards were announced at a ceremony in Glasgow on 20<sup>th</sup> June. Aberdeen City Council was nominated for 11 awards and ultimately won 2. The Strategic Transport Fund was named Most Innovative Transport Project of the Year (shared with Nestrans, Aberdeenshire Council and Aberdeen City and Shire Strategic Development Planning Authority). And despite not



submitting itself into this category, Aberdeen City Council was named Scottish Transport Local Authority of the Year in recognition of the scope and quality of the various awards submissions and the work that is being undertaken in Aberdeen in relation to transport.

14.2 Aberdeen City Council is now also shortlisted for the Transport City of the Year category at the National Transport Awards to be held in London on 17<sup>th</sup> October 2013.

## 6. 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 Smarter Mobility aims of *Aberdeen – The Smarter City*: “We will develop, maintain and promote road, rail, ferry and air links from the city to the UK and the rest of the world. We will encourage cycling and walking”, and “We will provide and promote a sustainable transport system, including cycling, which reduces our carbon emissions.”

The projects identified in this report will also assist in the delivery of actions identified in the Single Outcome Agreement (SOA) 2013, in particular the Thematic Priority of Safer Communities (Safer Roads) and the Multi-lateral Priority – Integrated Transport (Aberdeen is easy to access and move around in).

The LTS and RTS from which the transportation schemes within this report are an integral part have been subject to Equalities & Human Rights Impact Assessments.

## 7. BACKGROUND PAPERS

All background papers are referenced within the main body of the report.

## 8. REPORT AUTHOR DETAILS

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## Appendix A

### **NORTH EAST TRANSPORT PARTNERSHIP**

Minute of Meeting of the North East Transport Partnership

Aberdeen, 17 April 2013

- Present: Councillor Argyle (Chairperson); Councillor Milne (Deputy Chair); and Councillors Finlayson and McCaig (Aberdeen City Council), Councillors Buchan, Clark, and Latham (Aberdeenshire Council); Jennifer Crow (External member); and Maggie Bochel (Adviser to the Board).
- In attendance: Martin Allan (Aberdeen City Council), Tom Buchan (Aberdeenshire Council), Rebecka Coull (Aberdeen City Council), Rab Dickson (Nestrans), David Jennings (SDPA), Kirsty Morrison (Nestrans), Derick Murray (Nestrans).
- Apologies: Eddie Anderson (Deputy Chair), Councillor Grant (Aberdeen City Council), David Sullivan (External Member).

**The agenda and reports associated with this minute can be located at the following link:**

<http://www.nestrans.org.uk/55/board-meetings.html>

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

1. The Board had before it the minute of its previous meeting of 20 February 2013.

**The Board resolved:**

to approve the minute as a correct record.

#### **PRESENTATION – STRATEGIC DEVELOPMENT PLAN**

2. David Jennings (Strategic Development Plan Manager) joined the meeting and outlined the joint working which was ongoing between Nestrans and the Strategic Development Planning Authority, and the relationship between the two organisations; and advised of the process to date in relation to the Strategic Development Plan.

**The Board resolved:**

to note the information provided, and to thank Mr Jennings for attending the meeting.

#### **LIAISON BETWEEN REGIONAL TRANSPORT PARTNERSHIPS, THE SCOTTISH GOVERNMENT AND OTHERS**

3. With reference to article 3 of the minute of its previous meeting of 20 February 2013, the Board had before it a report by the Director which provided an

update on liaison with other Regional Transport Partnerships (RTPs), the Scottish Government and others.

The meetings included –

- Scottish Parliament Cross Party Group on Aviation in Edinburgh on 27 February 2013
- Regional Transport Partnership Chairs meeting in Inverurie on 6 March 2013
- Health and Transport Action Plan Steering Group in Aberdeen on 8 March 2013
- Local Authority and Bus Operator Forum Steering Group meeting in Aberdeen on 13 March 2013
- Meeting with Scotrail in Aberdeen on 14 March 2013
- Scottish Parliament Infrastructure and Capital Investment Committee in Edinburgh on 20 March 2013
- Scottish Parliament Local Government and Regeneration Committee in Edinburgh on 27 March 2013
- Meeting with Transport Scotland in Aberdeen on 4 April 2013 in relation to the Haudagain roundabout.

The Director made reference to recent press coverage which had suggested that bus lane operation times in the city would be extended, and advised that the Local Authority and Bus Operator Forum Steering Group would be presenting evidence to the Local Authority and Bus Operator Forum, which would be forwarded to this Board thereafter, and when appropriate to Aberdeen City Council for consideration, if deemed appropriate.

In relation to page 7 of the report, members queried as to whether the PricewaterhouseCoopers report on Air Passenger Duty was publicly available. The Director undertook to ascertain if the PwC report could be circulated to members.

**The report recommended –**

that the Board note progress on liaison arrangements with other Regional Transport Partnerships, the Scottish Government, and others, and arrangements for future meetings.

**The Board resolved:**

to approve the recommendation.

## **REGIONAL TRANSPORT STRATEGY REFRESH**

4. With reference to article 4 of the minute of its previous meeting of 20 February 2013, the Board had before it a report by the Director which presented members with the results of the Strategic Environmental Assessment and Equalities Impact Assessment which had been carried out as part of the refresh of the Regional Transport Strategy (RTS).

**The report recommended –**

that the Board consider the environmental report and equalities report, and approve them, incorporating any amendments agreed by members, for consultation.

**The Board resolved:**

to approve the Strategic Environmental Assessment and Equalities Impact Assessment, and to request that officers circulate these documents for consultation purposes.

**STRATEGIC TRANSPORT FUND – UPDATE**

5. With reference to article 5 of the minute of its previous meeting of 20 February 2013, the Board had before it a report by the Director which updated members on the payments received into the Strategic Transport Fund since the aforementioned meeting.

**The report recommended –**

that the Board notes the update on payments into the Strategic Transport Fund.

**The Board resolved:**

to approve the recommendation.

**DYCE SHUTTLE BUS AND STATION IMPROVEMENTS**

6. With reference to article 12 of the minute of its previous meeting of 20 February 2013 the Board had before it a report by the Director which provided an update on progress with (1) the Service 80 Dyce shuttle bus usage figures, (2) the Service 80 contract, (3) the Service 80 proposed timetable changes, (4) the proposed turning circle, and (5) Dyce Railway Station.

Members queried as to the unreliability of the Service 80 bus, and officers advised that the bus now received a maintenance check every two weeks, and that the timetable had been altered slightly to make it more reliable.

**The report recommended –**

that the Board –

- (a) notes the patronage on the Dyce Service 80 shuttle bus;
- (b) approve the continuation of the service being operated by Stagecoach Bluebird on a commercial basis;
- (c) notes the proposed timetable changes;
- (d) notes progress regarding the proposed turning circle; and
- (e) welcomes the proposed enhancements to Dyce Railway Station.

**The Board resolved:**

- (i) to approve the recommendations;
- (ii) to request that officers liaise with Stagecoach Bluebird to ascertain if it would be possible for monitoring information to continue to be provided for the Service 80 shuttle bus; and
- (iii) to thank Rab Dickson and his team for their work over the years to get the project to this point.

## **FREIGHT ACTION PLAN UPDATE**

7. The Board had before it a report by the Director which brought members up to date with projects relating to freight.

A short discussion took place regarding the possibility or otherwise of Market Street becoming a clearway. Officers undertook to liaise with colleagues in the enforcement team, as it was thought that there was a loading ban in this area.

### **The report recommended –**

that the Board –

- (a) notes the success of the Scottish Government's Road to Rail seminar held in Aberdeen;
- (b) notes the outcomes of the North East Freight Forum meeting;
- (c) notes the completion of the Aberdeen Freight Distribution Strategy;
- (d) notes progress regarding the GreCOR Freight Action Plan; and
- (e) instructs officers to develop the above into a Freight Action Plan 2 in support of the Regional Transport Strategy, and consult with stakeholders and local authorities and report back to the Board with a final version in autumn of this year.

### **The Board resolved:**

to approve the recommendations

## **PROGRESS REPORT**

8. With reference to article 8 of the minute of its previous meeting of 20 February 2013, the Board had before it a progress chart summarising the work in the three sub strategies of the Regional Transport Strategy as at 11 April 2013.

### **The Board resolved:**

to note the content of the progress chart.

## **PUBLICATIONS AND CONSULTATIONS**

9. With reference to article 9 of the minute of its previous meeting of 20 February 2013, the Board had before it a report by the Director which summarised and advised on a number of different publications and consultations as follows and sought approval of draft responses as appropriate –

- Scottish Government Infrastructure and Capital Investment Committee: consultation on Community Transport
- Aberdeen City and Shire Strategic Development Plan – Proposed Plan
- Aberdeen City Draft Conservation Area Character Appraisals and Management Plan
- Night time flying restrictions at Heathrow, Gatwick and Stansted
- Grandhome Development Framework.

In relation to the consultation on the night time flying restrictions at Heathrow, Gatwick and Stansted, members requested that the response be amended to request that transfer times be taken into account in order to enable passengers to be able to fly on the 7.15am flight to Aberdeen.

In relation to the Aberdeen City Draft Conservation Area Character Appraisals and Management Plan, members requested that the response raise the issue of how new developments would contain and manage parking, and to state that the needs of existing residents should be taken into account in this regard.

Members noted and concurred with the suggestion of officers that Nestrans would not respond to the Scottish Government Infrastructure and Capital Investment Committee: consultation on Community Transport, as each Council had already submitted a response.

**The report recommended –**

that the Board –

Note the content of the report and the documents referred to therein.

**The Board resolved:**

to approve the recommendations

## **AVIATION POLICY FRAMEWORK**

**10.** With reference to article 2 of the minute of its previous meeting of 20 February 2013, the Board had before it a report by the Director which advised members of the publication of the Government's Aviation Policy Framework.

**The report recommended –**

that the Board –

considers the new Aviation Policy Framework and its possible implications for the north east of Scotland, and considers its evidence to the Airport Commission in light of the new policy statements.

**The Board resolved:**

to note the new Aviation Policy Framework and the possible implications for the north east in this regard.

## **AIRPORT COMMISSION**

**11.** With reference to article 2 of the minute of its previous meeting of 20 February 2013, the Board had before it a report by the Director which advised members as to progress made to date regarding the Airport Commission (the Davies Commission).

Members noted that both the Airport Commission and the Aviation Policy Framework (referred to at article 10 of this minute) did not include the oil industry as a stated priority industry, and queried as to whether these documents were reflective of wider government policy. Officers undertook to follow this up.

**The report recommended –**

That the Board –

agrees to the response to the consultation on "Aviation Connectivity and the Economy", and to request that officers circulate the draft response to members for approval, prior to the due date of 17 May 2013.

**The Board resolved:**  
to approve the recommendation.

## **BUDGET MATTERS**

**12.** With reference to article 11 of the minute its previous meeting of 20 February 2013, the Board had before it a report by the Treasurer which provided an update on the Partnership's budget and forecast outturn in this regard, and outlined a virement to the budget as follows:

- (1) a delay in the refurbishment of Fraserburgh Bus Station meant that the completion date would now be next financial year, which released £100,000 of budget which would now be used as an additional contribution within the bus improvements category, towards the City and Shire Bus Stop information initiatives (£13,000), Ellon park and ride improvements (£27,000) and the creation of a layby with a bus shelter in Westhill (£27,000). The remaining £30,000 would be used to increase the budget available for strategic road prioritised maintenance.

The report further advised that £111,000 had been received from developers to date towards the Strategic Transport Fund (STF) and that this money would be retained in the fund in the balance sheet and would not be shown as income in the accounts until works associated with STF projects commenced. Members noted that the fund would release monies to match the level of expenditure as it was incurred.

**The report recommended –**  
that the Board –

- (a) notes the monitoring position and forecast;
- (b) homologates the proposed budget virements detailed at (1) above, as agreed by the Chair; and
- (c) approves the inclusion of the strategic maintenance detailed at (1) above, limited to the budget available from underspend on other projects highlighted in the report.

**The Board resolved:**  
to approve the recommendations.

## **INFORMATION BULLETIN**

**13.** With reference to article 12 of the minute of its previous meeting of 20 February 2013, 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 as follows –

- Bridge of Dee Scottish Transport Appraisal guidance (STAG) study – part 1 appraisal
- Rail franchises
- East coast main line association
- Inveramsay Bridge

- Bus Regulation (Scotland Bill)
- Rail fare inconsistencies
- Smart ticketing
- Scottish Transport awards
- Nestrans' press releases
- Getabout events

**The report recommended –**  
that the Board –  
note the content of the report.

**The Board resolved:**  
to approve the recommendation.

## **CONFERENCES AND PRESENTATIONS**

**14.** With reference to article 13 of the minute of its previous meeting of 20 February 2013, 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 information as presented.

## **PENDING BUSINESS AND REPORTS FOR FUTURE MEETINGS**

**15.** With reference to article 14 of the minute of its previous meeting of 20 February 2013, 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 report recommended –**  
that the Board –  
note the content of the report and agree the provisional scheduling of major reports to future meetings.

**The Board resolved:**  
to approve the recommendation.  
**- PETER ARGYLE, Chairperson**



## Appendix B

### **Management of Parks and Open Spaces**

Traditionally, our public parks and open spaces have been used to host a wide variety of mainly open air events, and Aberdeen is no different in that respect from the rest of the UK.

Each year, the parks and open spaces in Aberdeen host a wide range of events and these can range from the large traditional Highland Games to smaller-scale community organised galas and charitable events.

In 2011/12, there were 90 individual events hosted in the City's Parks and Open spaces, all of which directly or indirectly involved the City Events Team. The breakdown of these are as follows:

11 – Directly managed and supported by City Events;

17 – Directly supported by City Events;

62 – Externally managed but overseen by City Events

The Management of the City's Parks and Open Spaces is facilitated through the City Events Service in partnership with the City's Grounds Maintenance Management Team and Environmental Services.

This is an historical agreement, with Service approval being reached in 1997 between the then Arts and Recreation services of Community Recreation and Grounds Maintenance to ensure a co-ordinated approach to Parks and Open Spaces Management.

All applications deemed as an "Event", i.e. an occurrence happening at a determinable time and place, are assessed, consultation is carried out with all interested parties and involved Agencies, and relevant permission or refusal is given by Events Officers, in each individual case striving to achieve the Council target of acknowledgement of application within 3 working days, and permission or refusal within 15 working days of receipt of application.

Permission is given after stringent background investigation and consideration, usually involving Partner Agencies such as Grampian Police, and there are relatively few refusals on the basis that most applications enhance the vibrant Parks and Open Spaces Programme. On the rare occasion that refusal is determined, the Event Organiser is given, in writing, a full and detailed explanation of the grounds of refusal.

However, ever growing demand for use of the City's Parks and Open Spaces has taken a toll on the maintenance of these areas, and it agreed to introduce a pricing structure from 1 April 2012, to contribute to daily maintenance costs.

Each stand alone event incurs a minimum daily hire charge of £250, regardless of status - charity, corporate, private or otherwise.

The rates quoted were arrived at after consultation with other Councils on their procedures and the fees charged for use of Parks and Open Spaces.

### **Procedure for Complementary Use of Park and Ride Sites**

The Council's Lets Office manages the letting system for school and educational properties supported by the Facilities Management team to enable the let to open and operate. This system also enables the consideration of a range of uses by other organisations, including other internal council and external partner services, which comply with agreed terms of use. Priority is given to the primary purpose, with other requests fitting in. Various charges are applied. This system of letting is appropriate as a means of managing usage of Park and Ride/Park and Choose sites.

Recent revenue savings decisions for 2010/11 and beyond have seen the removal of staff from the accommodation buildings serving the Park and Ride facilities during the day, although staff have been made available through the Street Cleansing Team to open, close and clean the facilities. At present arrangements for the opening and closing of the site facilities are dealt with by the Councils Public Transport Unit and, therefore, they would deal with the application process, with the primary decision on complementarity with Transport Strategies lying with the Transportation Team. It should be noted, however, that funding for opening/closing by Street Cleansing Teams may be subject to change.

The letting system for schools has a 'letting application process procedure' that identifies the process in terms of both procedures and Officers' responsibilities at each stage in setting up the let. This has been adapted to deal the Park & Ride site usage. An application form has been developed for use by applicants who require use of a particular Park and Ride site and this procedure has been adapted to determine if the application is suitable.

The information provided through the application process also allows the applicants' requirements to be identified in terms of type of use, area required, number of people involved, requirement for waiting and toilet facilities etc.

Charges are applied and users invoiced dependant on the type and length of usage and on whether the application was internal or external to the Council. An additional charge is also be applied if the applicant required the waiting area and toilet facilities to be made available. At present this is dealt with by the Street Cleansing Team under instruction from the Public Transport Unit and arrangements have to be made with them to open and close the facilities. It should be noted that the continuing use of the Street Cleansing Team is subject to available budgets. Confirmation of the need for these facilities is dealt with through the application process. A pricing structure has been agreed.

## Appendix C

Our Ref.  
Your Ref.  
Contact Joanna Murray  
Email [joannamurray@aberdeencity.gov.uk](mailto:joannamurray@aberdeencity.gov.uk)  
Direct Dial 01224 522618  
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27 May 2013

Mrs Kirsty Chalmers  
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Dear Kirsty,

### **Regional Transport Strategy Re-Fresh Consultation**

Thank you for the opportunity to comment on the re-fresh of the Regional Transport Strategy (RTS) and accompanying Strategic Environmental Assessment Environmental Report and Equalities Impact Assessment Report.

I acknowledge that this re-fresh to the 2008 RTS is not a significant change in direction but a better, more up to date alignment with the Local and Strategic Development Plans. Officers from this service have been involved at each stage of this re-fresh and the Enterprise Planning and Infrastructure Committee of 11 September 2012 agreed a response to you on the draft RTS Main Issue Report, which I am pleased to see has informed the final draft RTS Re-fresh.

Officers across the Council have now had an opportunity to review the final draft, which we are broadly in agreement with. There are a few comments which we would like you to consider in preparation of the final document, as follows:

#### ***PRIORITISED MAINTENANCE (p17)***

*"Nestrans will however, support prioritised maintenance (over and above existing statutory obligations) which could contribute to the aims of this strategy, including for example to enhance safety or where high levels of footway maintenance may encourage walking, on cycle routes, on routes requiring additional maintenance to facilitate safe cycling or motorcycling, or to ensure higher standard of public transport across the north east."*

There are surfaces which are not "footways" (using a strict R(S)A 1984

interpretation of that word) which are also of importance for active travel. The addendum should consider support of further maintenance on non-motorised surfaces not associated with a carriageway if they currently play a key role for active travel or could play a more important role for active travel if there was greater maintenance than at present.

This could for example include current active travel routes such as core path 66 Deeside Way, or routes which will be of greater importance through upcoming development such as core path 79 on Nigg Way.

#### *NOISE AND AIR QUALITY (general)*

I have attached tracked suggested changes/comments on the SEA Environmental Report regarding air quality and noise. There may be further opportunities throughout the Addendum to highlight the importance of these issues, including for example in Figure 6.1 where *noise* should be included in Strategic Objective 3: Environment i.e. " .....effects of transport on climate change, noise and air quality."

This response has also been agreed by the Convenor and Vice Convenor of the Enterprise Planning and Infrastructure (EP and I) Committee of Aberdeen City Council. It is intended that this response is further ratified by the EP and I Committee at its next meeting in August 2013.

Please don't hesitate to contact Joanna Murray – Team Leader - Transportation Strategy and Programmes, contact details as above, should you have any queries on the above or attached and I look forward to receiving a copy of the finalised RTS Re-fresh in due course as this will inform the review of the City's Local Transport Strategy which is now underway.

Yours sincerely,

**Dr Margaret Bochel**  
**Head of planning and Sustainable Development**

## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise, Planning & Infrastructure
DATE	21 May 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Supplementary Guidance: Low and Zero Carbon Buildings
REPORT NUMBER:	EPI/13/141

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### 1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to obtain Committee approval of Supplementary Guidance for Low and Zero Carbon Buildings for adoption as Supplementary Guidance to the Local Development Plan. Some amendments have been made to the Supplementary Guidance following public consultation and details of these are contained within this report. A copy of the Supplementary Guidance for adoption is contained in Appendix 1.

### 2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee approve Supplementary Guidance: Low and Zero Carbon Buildings and agree that officers undertake the statutory process for adoption of supplementary guidance.

### 3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report. The implication for the priority-based budgeting is positive. Detailed topic-based guidance has value in reducing officer time spent on pre-application discussions, and will therefore prove beneficial in reducing costs. This relates to PBB option EPI PSD02 - Rationalise planning application management.

### 4. OTHER IMPLICATIONS

- 4.1 There are no known other implications arising from this report.

### 5. BACKGROUND/MAIN ISSUES

- 5.1 This follows up on a report to Enterprise Planning and Infrastructure Committee on 21 May 2013 requesting approval of draft Supplementary Guidance: Low and Zero Carbon Buildings for

consultation. In summary the Supplementary Guidance requires a specified proportion of energy to be saved in new buildings through the use of Low and Zero Carbon generating technologies (LZCGT), for example using solar power. The Supplementary Guidance was to track the increases in the building standards, ensuring that there is an equal proportion of technologies to other measures, but not to seek savings above the overall level set for building standards. Following the latest national review in the building standards, the energy requirement review has been delayed by one year and, subject to consultation, the increased percentage requirement will be lower than planned.

- 5.2 It remains important that new buildings are built to the highest energy standards, but it is recommended that the planning policy does not press ahead of the national building standards requirements at this time as agreed by Committee. To keep the policy in line with the present standards, and ensure that it is flexible enough to take into account future changes, amendments were put forward in a Draft Supplementary Guidance for consultation. These changes would require that the percentage of LZCGT would be 50% of the saving required through the building standards energy requirements at the time when the application is granted consent.
- 5.3 The revised draft Supplementary Guidance was subject to six weeks of public consultation from 23 May to 4 July 2013. Details of the consultation were made available online. Only two representations have been received in response to this consultation from AREG and Zanex GasSaver. A query about the Supplementary Guidance during the consultation period was also received through discussion on a planning application. None of the responses received related to the proposed change. The low number of responses is not unexpected as this was a minor amendment to guidance that has been in place since the adoption of the Aberdeen Local Development Plan and supports the Policy R7 – Low and Zero Carbon Buildings.
- 5.4 The issues raised and the recommended amendments to the Supplementary Guidance have been summarised below.
- Zanex GasSaver has suggested that passive heat flue recovery systems should be added to the list of eligible technologies. The technology captures heat lost from boilers and uses it to help generate hot water for domestic use making an efficient use and reuse of energy. Information has been submitted from Ofgem to confirm that this is considered a low and zero carbon generating technology. From the information submitted, this would appear an efficient and reliable technology that can be used to make reductions in energy use and this fits well with the objectives of this guidance and the recommendation is to include this technology as eligible.
  - Given AREG's wish to support the installation of renewable technologies, and the Council's target for all our electricity to be

renewable by 2020, AREG question the need for a buy-out option in the guidance. There are 14 carbon-reduction technologies listed - surely one would fit any site. I would enquire where the pressure to include a buy-out clause is coming from. If a buy-out clause is to be continued, it would seem that the financial level set in the existing guidance is far too low. To-date the option of the payment has only be exercised on one occasion and given the level of the payment no use has been identified as it would be unable to deliver any improvements. This supports the comments made by AREG. It is suggested that this is not an effective policy and should be removed from the Supplementary Guidance as an option.

- Through dealing with a planning application it has been identified that the calculation process needs to be clarified. It is accepted and amendments to the calculation process have been recommended.

## 6. IMPACT

- 6.1 The Local Development Plan and associated Supplementary Guidance contribute 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.
- 6.2 The Local Development Plan and associated Supplementary Guidance supports the Council’s Corporate Plan, in particular the aim of delivering high levels of design from all development, maintaining an up to date planning framework, promoting sustainable development.
- 6.3 The Local Development Plan and associated Supplementary Guidance contribute to “Aberdeen – A Smarter City” and the Smarter Environment by maximising the use of low carbon technology and materials, increasing energy efficiency and introduction carbon reduction measures in our processes and our housing and non housing assets to reduce our carbon footprint, save money and to bring people out of fuel poverty.
- 6.4 The proposal is consistent with the Planning and Sustainable Development Service Plan, in particular Adoption of Supplementary Guidance to Local Development Plan and production of Technical Advice Notes.
- 6.5 This report makes minor amendments to an existing policy and there will be no impact on equalities and human rights resulting from this report.

## 7. BACKGROUND PAPERS

- Aberdeen Local Development Plan – Proposed Plan  
[http://www.aberdeencity.gov.uk/Planning/ldp/pla\\_aldp\\_document\\_map.asp](http://www.aberdeencity.gov.uk/Planning/ldp/pla_aldp_document_map.asp)
- Appendix 1: Draft Supplementary Guidance: Low and Zero Carbon Buildings
- Appendix 2: Strategic Environmental Assessment Screening Determination

## 8. REPORT AUTHOR DETAILS

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## Supplementary Guidance

Topic: Low and Zero Carbon  
Buildings

May 2013

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## **Introduction**

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.

## **Background**

Climate change, energy insecurity and rising fuel poverty are key challenges for Scotland now and in the foreseeable future.

The Climate Change (Scotland) Act 2009 received Royal Assent on August 4, 2009. The Act sets in statute the Government Economic Strategy target to reduce Scotland's emissions of greenhouse gases by 80 per cent by 2050. This covers the basket of six greenhouse gases recognised by the United Nations Framework Convention on Climate Change and includes Scotland's share of emissions from international aviation and international shipping.

More than 40% of Scotland's carbon dioxide emissions, a major cause of climate change, come from the energy we use to heat, light and run our buildings.<sup>1</sup> In Aberdeen City housing makes up 31% of the City's carbon footprint, which is 3.98 tonnes CO<sub>2</sub> per capita. The Aberdeen City and Shire Structure Plan provides significant housing and employment allowance: 36,000 homes and 175 hectares of employment land to 2030. The housing allocations, once built, would result in an increase in the housing stock by 33%.

Requiring new buildings to meet more stringent energy standards will lessen their environmental impact, make them more affordable to heat, lessen our dependence on imported energy and support a domestic market for low and zero carbon generating technologies. Implementation of Policy **R7** Low and Zero Carbon Buildings would thereby contribute to sustainable economic growth.

Policy **R7** does not duplicate these standards, but requires developments to meet a proportion of the mandatory CO<sub>2</sub> emission reduction through the use of low and zero carbon generating technologies. In most cases, this will mean that the energy assessment information required to satisfy the buildings standards' energy requirements will be required at planning stage, not afterwards.

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<sup>1</sup> <http://www.sbsa.gov.uk/sullivanreport.htm>

### Legal Requirement

Section 72 of the Climate Change (Scotland) Act 2009 requires Local Planning Authorities to “include policies requiring all developments in the local development plan area to be designed so as to ensure that all new buildings avoid a specified and rising proportion of the projected greenhouse gas emissions from their use, calculated on the basis of the approved design and plans for the specific development, through the installation and operation of low and zero carbon generating technologies.” In February 2010, Scottish Planning Policy reiterated the above requirement.

### The Development Plan Context

Section 25 of the Town and Country Planning (Scotland) Act 1997 requires decisions on planning applications to be made in accordance with the development plan, unless material considerations indicate otherwise. Upon adoption of the Aberdeen Local Development Plan in 2012, the Development Plan for Aberdeen will comprise the Aberdeen City and Shire Structure Plan (2009), the Aberdeen Local Development Plan and associated Supplementary Guidance.

Structure Plan targets require:

- All new buildings to be carbon neutral by 2016
- The city region’s electricity needs to be met from renewable sources by 2020.

### **Local Development Plan policy**

Policy **R7**, below, sets a requirement for all new buildings to incorporate low and zero carbon generating technologies to reduce the predicted carbon dioxide emissions by at least 15%. This policy is hereafter referred to in this Supplementary Guidance as ‘the policy’.

#### ***R7 - Low and Zero Carbon Buildings***

*All new buildings, in meeting building regulations energy requirements, must install low and zero carbon generating technology (LZCGT) to reduce the predicted carbon dioxide emissions by at least 15% below 2007 building standards. This percentage requirement will be increased as specified in Supplementary Guidance.*

*This requirement does not apply to:*

- *Alterations and extensions to buildings;*
- *Change of use or conversion of buildings;*
- *Ancillary buildings that are stand-alone having an area less than 50 square metres;*
- *Buildings, which will not be heated or cooled, other than by heating provided solely for the purpose of frost protection; or*
- *Limited life buildings which have an intended life of less than 2 years.*

*Compliance with this requirement will be demonstrated by the submission of a low carbon development statement. Further guidance is contained in Supplementary Guidance.*

### Increasing the Proportion of Low and Zero Carbon Generating Technologies

The Sullivan report made recommendations about the most effective way to increase standards, through the building standards. 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. This has been identified as the most appropriate method to reach net zero carbon buildings by 2016 if practical. Therefore, the planning requirements for low and zero carbon generating technologies are to be a part of the required saving, and will help to promote the development of renewable technologies, which as the CO<sub>2</sub> targets are increased will become essential. The present economic context has led to delays in implementing the increases and it is important that this policy reflects any changes to the planned increases.

As the building standards energy requirements are increased there will be an increasing need to incorporate a larger proportion of low and zero carbon generating technologies. Therefore, as building standards are increased the proportion of savings to be met through low and zero carbon generating technologies is always to be at least half the total saving. The applicable rate will be half of the prevailing Energy Requirements at the point in time at which the application was granted consent. The CO<sub>2</sub> reduction through low and zero carbon generating technologies will not be increased ahead of the changes in the Building Standards Energy Requirements and Table 1 below sets out the indicative requirements.

**Table 1: Indicative % Reduction Achieved Through Low and Zero Carbon Generating Technologies Above 2007 Baseline**

Year	% reduction	Planned Building Standards Energy Requirements
2010	15%	30%
2014	30%	60%
2016	50%	100%

### Low and Zero Carbon Generating Technologies and the Masterplanning Process

Larger developments that have a mix of both housing and business or include large energy users such as schools and swimming pools will provide a continued heat demand throughout the whole day. For this type of development the use of decentralised and local renewable or low carbon sources of heat and power becomes more viable, and for combined heat and power plants this continued heat demand will ensure continued electricity generation. There are a number of larger mixed use allocations in the Local Development Plan and this provides an opportunity to make use of these technologies to achieve greater CO<sub>2</sub> savings.

During the process of preparing masterplans for larger mixed use developments developers will be required to carry out a feasibility study of the potential for renewable and low-carbon energy solutions across the site, for example, the potential to make use of decentralised combined heat and power using a renewable fuel source such as woodchip. This may result in an opportunity to make greater CO<sub>2</sub> savings than required by Policy R7. In terms

of residential developments this should cover developments of 500 units or more that include other uses than solely housing.

For sites where a decentralised energy scheme is commercially viable, and it is the preferred option, it will be important to consider the build programme and at which stage in the development the energy scheme will become viable. It will not always be feasible to implement the full decentralised energy scheme, using renewable fuel, designed to serve the whole development for the first phase of development because the projected heat load will not exist to support the plant. In the case that development will, once complete, make use of a decentralised heating or combined heat and power plant and it has been calculated that on completion of the development there will be additional CO<sub>2</sub> savings above those required by policy R7, flexibility in the application of policy should be applied to the earlier phases that make use of temporary sources of heat. For example, installing a temporary small scale gas powered decentralised energy plant in advance of providing a larger scale biomass powered decentralised energy plant.

### **Designing for Reduced Energy Demand**

Good, careful design at the outset will minimise the total energy demand for the lifetime of a development. Design considerations for a development as a whole and for the individual buildings will help to increase the efficiency of energy use. Well sited developments, orientation and design are not always included in the calculation methodologies used for building regulations. However, use of passive energy efficiency measures should be incorporated into all development to help reduce the energy demand of new buildings in addition to the buildings standards energy requirements.

### **Eligible Low and Zero Carbon Generating Technologies**

The equipment may be attached to the building or within the site boundary as shown on the planning application. This allows for the low and zero carbon generating technologies to benefit more than one building and being sited to maximise energy gain.

The technologies eligible to meet the requirements of the policy are set out in Table 2 below.

**Table 2: Eligible Zero and Low Carbon Generating Technologies**

Biomass	Solar power	Air source heat pumps
Fuel cells	Photovoltaics	Combined heat and power
Micro-hydro	Ground source heat pumps	Heat exchange recovery systems
Micro-wind	Water source heat pumps	Geothermal
Solar Thermal	Passive flue gas heat recovery devices	

### Demonstrating Compliance with Policy

Applicants should consider how to meet the requirements of this guidance at an early stage of planning. It will be the responsibility of applicants to provide the necessary technical calculations in support of planning applications to demonstrate how the proposed development will satisfy the requirements of this guidance.

The policy target is specific to CO<sub>2</sub> emissions from the **energy performance**<sup>2</sup>. The assessment approach in this guidance therefore relates directly to this. In order to demonstrate the appropriate reduction in CO<sub>2</sub> emissions as a result of low and zero carbon generating technologies the Standard Assessment Procedure Energy Rating (SAP) is required for dwellings and the Simplified Building Energy Model (SBEM) for all other developments. Table 3 below sets out a summary of the stages in the calculation to demonstrate compliance with this policy.

**Table 3: Summary of Calculations and Process**

1.	The appropriate software program (SAP/SBEM) is used to calculate the 2007 Building Regulations CO <sub>2</sub> Emissions Standard. This will provide a Target Emissions Rate (TER), which is the predicted CO <sub>2</sub> emissions for a building of the specified size. Note: it is important for the purposes of this calculation that it is the 2007 TER that is used.
2.	The appropriate software program (SAP/SBEM) is used to calculate the actual emissions rate for the proposed development, which includes the low and zero carbon generating equipment. This is the Dwelling or Building Emissions Rate (DER/BER), which is the predicted CO <sub>2</sub> emissions for the actual proposal.
3.	Calculate the reduction from step 1 to step 2: step 1- step 2
4.	Calculate the reduction in step 3 as a % reduction on the 2007 TER: (Step 3 ÷ Step 1) x 100
5	The appropriate software program (SAP/SBEM) is used to calculate the actual emissions rate for the development without the low and zero carbon generating technologies. This is a repeat of stage 2 and provides a re-calculation of the DER/BER without the low and zero carbon generating technologies.
6.	Calculate the reduction, beyond the 2007 standard, due to the low zero carbon equipment: (step 5 – step 2)
7.	Calculate the percentage reduction beyond the 2007 standard as a result of low and zero carbon equipment: (Step 6 ÷ step 3) x Step 4
Note: The calculation methodology may require to be updated when revised building standards come into force.	

<sup>2</sup> Energy performance covers the CO<sub>2</sub> emissions arising from the use of heating, hot water and lighting.

### **Instances When Policy Will Be Relaxed**

Development will have deemed compliance with the requirement to install low and zero carbon generating technology if it can be demonstrated that the development will achieve a CO<sub>2</sub> saving greater than required by the current building standards (the minimum standard is likely to change over the life time of the plan as building standards are increased),

#### *Justification*

Section 44 of the Climate Change (Scotland) Act 2009 seeks to ensure that public bodies in exercising their functions in the way best calculated contribute to the delivery of the carbon reduction targets and carry these out in the most sustainable way. In addition the Structure Plan has set a target of all new buildings to be carbon neutral by 2016.

It is accepted that the most sustainable way in which the carbon emissions from new buildings can be saved is through improving the energy efficiency of the building. By reducing the energy demand of a building in the first instance as far as is practicable it becomes more feasible to then provide the lower energy requirements through low and zero carbon generating technologies. By allowing the relaxation of policy if a greater CO<sub>2</sub> saving can be achieved the Council will make a greater contribution towards the delivery of the Scottish Government's carbon reduction targets and the Structure Plan target.

### **Pre-application Discussions**

The installation of LZCGT can raise additional issues which need to be tackled at an early stage in planning a development. As an example, ground source heat pumps (which are one of the eligible technologies listed in Table 2), can cause significant damage to trees. Where trees are present on, or adjacent to the site where associated pipes are to be buried, a tree survey should be submitted along with the application highlighting the likely impact of the excavation works on the tree(s) and any mitigation proposed. The impact the excavation works and installation are likely to have on local hydrology should also be investigated. Micro-hydro schemes may require authorisation from SEPA under the Water Environment (Controlled Activities) (Scotland) Regulations 2005.

Before submitting your planning application, we encourage you to discuss your proposal with us. We can advise you of your project's compliance with planning policies and on detailed design matters.



## Useful Documents

SPP – <http://www.scotland.gov.uk/>

### Development Plan:

Aberdeen City and Shire Structure Plan (2009) – [www.aberdeencityandshire-sdpa.gov.uk](http://www.aberdeencityandshire-sdpa.gov.uk)

Aberdeen City Council (2008) Aberdeen Local Development Plan - <http://www.aberdeencity.gov.uk/localdevelopmentplan>

### Detailed Advice on LZC Equipment:

Scottish Government (2002) PAN 45: Renewable Energy Technologies - <http://www.scotland.gov.uk/Publications/2002/02/pan45/pan-45>

Scottish Government (2006) Annex to PAN 45 Renewable Energy Technologies: Planning for Micro Renewables - <http://www.scotland.gov.uk/Publications/2006/10/03093936/0>

Greater London Authority (2004) Integrating renewable energy into new developments: Toolkit for planners, developers and consultants - [http://www.london.gov.uk/mayor/environment/energy/renew\\_resources.jsp](http://www.london.gov.uk/mayor/environment/energy/renew_resources.jsp)

Building Standards Division - Safe and sustainable installation of low carbon equipment - Guides  
<http://www.scotland.gov.uk/Topics/Built-Environment/Building/Building-standards/publications/pubtech#a15>

SEPA (2010) Supporting Guidance WAT-SG-62 Geothermal Abstraction - Geothermal Energy  
<http://search.sepa.org.uk/sepa?action=search&q=geothermal%20energy>

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**SEA SCREENING REPORT (COVER NOTE)**

**PART 1**

**To:**           [SEA.gateway@scotland.gsi.gov.uk](mailto:SEA.gateway@scotland.gsi.gov.uk)  
                  or  
                  SEA Gateway  
                  Scottish Executive  
                  Area 1 H (Bridge)  
                  Victoria Quay  
                  Edinburgh EH6 6QQ

**PART 2**

**An SEA Screening Report is attached for the strategy entitled:**

Supplementary Guidance: Low and Zero Carbon Buildings

**The Responsible Authority is:**

Aberdeen City Council

**PART 3**

Screening is required by the Environmental Assessment (Scotland) Act 2005. Our view is that:

- an SEA is required** because the PPS falls under the scope of Section 5(3) of the Act and is likely to have significant environmental effects or
- an SEA is required** because the PPS falls under the scope of Section 5(4) of the Act and is likely to have significant environmental effects or
- an SEA is not required** because the PPS is unlikely to have significant environmental effects

**PART 4**

The PPS does not require an SEA under the Act. However, we wish to carry out an SEA on a voluntary basis. We accept that, because this SEA is voluntary, the statutory 28 day timescale for views from the Consultation Authorities cannot be guaranteed.

**PART 5**

None of the above apply. We have prepared this screening report because:  
.....  
.....  
.....

**SEA SCREENING REPORT (COVER NOTE)**

**PART 6**

<b>Contact Name</b>	Daniel Harrington
<b>Job Title</b>	Senior Planner
<b>Contact Address</b>	Enterprise, Planning and Infrastructure Aberdeen City Council Business Hub 4 Ground Floor North Marischal College Aberdeen, AB10 1AB
<b>Contact tel no</b>	01224 523512
<b>Contact email</b>	dharrington@aberdeencity.gov.uk

**PART 7**

(Signature electronic signature is acceptable)	<i>Daniel Harrington</i>
<b>Date</b>	1 March 2013

## SEA SCREENING REPORT - KEY FACTS

**Responsible Authority** Aberdeen City Council

**Title of PPS** Supplementary Guidance: Low and Zero Carbon Buildings

**Purpose of PPS** The purpose of this Supplementary guidance is to provide additional detail on Local Development Plan Policy R7 – Low and Zero Carbon Buildings. It sets out how the percentage of low and zero carbon generating technologies required will increase over time. It also outline the eligible technologies.

**What prompted the PPS**  
(e.g. a legislative, regulatory or administrative provision)  
Aberdeen Local Development Plan Policy R7 – Low and Zero Carbon Buildings details that further guidance on the implementation of the policy will be detailed in Supplementary Guidance.

**Subject** Land Use Planning.

**Period covered by PPS** 2012 onwards

**Frequency of Updates** The guidance will be reviewed as and when necessary. As a minimum the guidance will be reviewed every five years in line with the Local Development Plan cycle.

**Area covered** Aberdeen City

**Summary of nature/Content of PPS** The Supplementary Guidance sets out the proportion of predicted carbon dioxide emissions to be saved from the use of low and zero carbon technologies. It also provides guidance on the permitted technologies, the considerations for larger development areas and how compliance with the policy is to be demonstrated.

**Are there any proposed PPS Objectives?**  Yes  No

**Copy of PPS attached?**  Yes  No  
A copy of the existing guidance that is to be amended is available at:  
<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=31832&SID=14394>

**Date** 1 March 2013

## SCREENING REPORT

This forms Supplementary Guidance to the Aberdeen Local Development Plan and an Environmental Assessment has been made as a part of the Aberdeen Local Development Plan. This Supplementary Guidance was consulted on with the Proposed Local Development Plan and previously adopted in March 2012. Minor amendments have been made and further consultation undertaken. Therefore, this guidance is subject to the requirements of Environmental Assessment (Scotland) Act 2005.

**TABLE 1 – LIKELY SIGNIFICANCE OF EFFECTS ON THE ENVIRONMENT**

**TITLE OF PPS**

Supplementary Guidance: Low and Zero Carbon Buildings

**RESPONSIBLE AUTHORITY**

Aberdeen City Council

Criteria for determining no or minimal effects on the environment	Likely to have no or minimal environmental effects	Summary of significant environmental effects (negative and positive)
1(a) the degree to which the PPS sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources	No effects	The Guidance will set a framework for new buildings. The policy requirement in the Aberdeen Local Development Plan and the original version of this Supplementary Guidance were assessed as a part of the Aberdeen Local Development Plan Environmental Report and no likely significant environmental effects was identified. The Guidance does not promote any specific locations for development it merely identifies what must be taken into account when considering applications.
1(b) the degree to which the PPS influences other PPS including those in a hierarchy	No effects	The Guidance does not intend to influence any other PPS in the hierarchy, it merely provides additional detail on the Local Development Plan.
1(c) the relevance of the PPS for the integration of environmental considerations in particular with a view to promoting sustainable development.	No effects	This Guidance clarifies the policy in the Local Development Plan on Low and Zero Carbon Buildings and will, in itself, have limited impact on promoting sustainable development.
1(d) environmental problems relevant to the PPS	No effects	There are no problems relevant to this Guidance.

<b>Criteria for determining no or minimal effects on the environment</b>	<b>Likely to have no or minimal environmental effects</b>	<b>Summary of significant environmental effects (negative and positive)</b>
1(e) the relevance of the PPS for the implementation of Community legislation on the environment (for example, PPS linked to waste management or water protection)	No effects	This Guidance does not intend to implement any EU legislation.
2 (a) the probability, duration, frequency and reversibility of the effects	No effects	This Guidance is not likely to lead to any negative environmental effects associated with any probability, duration, frequency, or reversibility in environmental terms.
2 (b) the cumulative nature of the effects	No effects	This Guidance does not have a cumulative impact in environmental terms.
2 (c) transboundary nature of the effects (i.e. environmental effects on other EU Member States)	No effects	This Guidance is not likely to have any effects beyond the borders of Scotland or UK.
2 (d) the risks to human health or the environment (for example, due to accidents)	No effects	The promotion of low energy buildings and the use of renewable technologies will not have a significant impact on health.
2 (e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected)	No effects	This Guidance applies new buildings and it does not promote development, but merely identifies considerations for determining planning applications. The magnitude of the effects is not significant.
2 (f) the value and vulnerability of the area likely to be affected due to- (i) special natural characteristics or cultural heritage; (ii) exceeded environmental quality standards or limit values; or (iii) intensive land-use.	No effects	This Guidance does not apply to specifically to any vulnerable areas.
2 (g) the effects on areas or landscapes which have a recognised national, Community or international protection status	No effects	This Guidance will have no discernable impact on landscapes or areas of protection.

## SEA SCREENING REPORT

A summary of our considerations of the significant environmental effects of Supplementary Guidance: Low and Zero Carbon Buildings is given below.

### TABLE 2 – SUMMARY OF ENVIRONMENTAL EFFECTS

This Supplementary Guidance is in support of the Aberdeen Local Development Plan and provides detail on the requirements for low and zero carbon technologies to be incorporated into new developments. This Guidance clarifies the policy in the Local Development Plan on Low and Zero Carbon Buildings. An assessment of the Supplementary Guidance was made alongside the Local Development Plan and was adopted in March 2012. Minor amendments have been made to the guidance to reflect changes to the building standards energy requirements ensuring that half the overall saving is achieved through the use of low and zero carbon generating technologies. This amendment to the Supplementary Guidance is considered to have limited impact on the environment and any effects are not likely to be significant. For these reasons SEA will not be required.



**A summary of our considerations of the significant environmental effects of Supplementary Guidance: Wind Turbine Development in Aberdeen City is given below.**

**TABLE 2 – SUMMARY OF ENVIRONMENTAL EFFECTS**

**SUMMARY RECORD OF COMMENTS FROM CONSULTATION AUTHORITIES**

<b>GUIDANCE NOTE</b>	
It is not a statutory requirement to include this section in the screening report. However, the Responsible Authority may find it useful for record purposes.	
<b>TITLE OF PLAN, PROGRAMME OR STRATEGY</b>	
Supplementary Guidance: Low and Zero Carbon Buildings	
<b>RESPONSIBLE AUTHORITY</b>	
Aberdeen City Council	
<b>DATE COMMENTS RECEIVED FROM CONSULTATION AUTHORITIES</b>	
22 March 2013	
<b>Consultation Authority</b>	<b>Views (if known at this stage)</b>
Scottish Environment Protection Agency	Significant environmental effects - NO
Scottish Natural Heritage	Significant environmental effects - NO
The Scottish Ministers (Historic Scotland)	Significant environmental effects - NO

## SEA SCREENING REPORT

**TABLE 4 – RECORD OF POST SCREENING ACTION**

<p><b>GUIDANCE NOTE</b></p> <p>It is not a requirement to include this section in the screening report. However, the Responsible Authority may find it useful for record purposes.</p> <p><b>TITLE OF PLAN, PROGRAMME OR STRATEGY (PPS)</b></p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">Supplementary Guidance: Low and Zero Carbon Buildings</div> <p><b>RESPONSIBLE AUTHORITY</b></p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">Aberdeen City Council</div>	
<p><b>1</b> Responsible Authority and Consultation Authorities in agreement – PPS <u>is</u> likely to have significant environmental effects</p>	<div style="border: 1px solid black; height: 25px; width: 100%;"></div> <div style="border: 1px solid black; height: 25px; width: 100%; margin-top: 5px;"></div>
<p><b>2</b> Responsible Authority and Consultation Authorities in agreement – PPS <u>is not</u> likely to have significant environmental effects</p>	<div style="border: 1px solid black; padding: 5px; margin-top: 5px;">Agreed</div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">27 March 2013</div>
<p><b>3</b> Responsible Authority and Consultation Authorities cannot reach agreement – referred to the Scottish Ministers for their determination</p>	<div style="border: 1px solid black; height: 25px; width: 100%;"></div> <div style="border: 1px solid black; height: 25px; width: 100%; margin-top: 5px;"></div>
<p><b>4</b> Scottish Ministers' determination</p>	<div style="border: 1px solid black; height: 25px; width: 100%;"></div> <div style="border: 1px solid black; height: 25px; width: 100%; margin-top: 5px;"></div>
<p><b>5</b> Publicity requirements met</p>	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 5px; width: 40%;">YES</div> <div style="border: 1px solid black; width: 40%;"></div> </div>
<p><b>6</b> Signature</p>	<div style="border: 1px solid black; padding: 5px; margin-top: 5px;"><i>Daniel Harrington</i></div>
<p>Date</p>	<div style="border: 1px solid black; padding: 5px; margin-top: 5px;">27 March 2013</div>



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COMMITTEE	<b>Enterprise Planning and Infrastructure</b>
DATE	<b>29<sup>th</sup> August 2013</b>
DIRECTOR	<b>Gordon McIntosh</b>
TITLE OF REPORT	<b>Various small scale traffic management and development associated proposals (New Works)</b>
REPORT NUMBER:	<b>EPI/13/120</b>

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## **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 orders 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.
4. Note for information the suspension of the off-street car parking bays on the ground floor of the West North Street Car Park in order for them to be utilised for market trading on a Saturday / Sunday mornings, except Saturdays throughout the month of December between the hours of 08:00 to 13:00 hours.

### 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
(●) Cycle, Walking, Safer Streets (Scot Gov grant-funded)	2100	525	If budgets are not currently available locations will be placed on a priority list for when future funding becomes available
Housing and Environment funded	1825	1825	Maintenance of these works will generally fall under Housing and Environment
(❖) Developer financed	Nil	750	Maintenance of these works generally falls to the council maintenance budget when they are on-street restrictions
(➤) Disabled Parking	6900	3450	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 **7** traffic management proposals brought forward during the course of routine examination of road safety and traffic flows and **5** proposals resulting from

requests from developers/businesses. It is also proposed to install 69 disabled bays at locations citywide.

- **The following proposals will be funded from Cycling, Walking, Safer Streets budget**

**Ardaroch Road** – Proposed revocation of a section of Mon – Sat; 8:00am to 6:00pm waiting restrictions.

Officers received a request from one of the businesses on the west side of Ardaroch Road to remove the existing Mon – Sat; 8:00am to 6:00pm waiting restriction. A petition was also submitted with the backing from various other businesses.

Therefore it is proposed to revoke the existing timed waiting restriction which would allow roughly an additional 5 on-street parking spaces.

The proposals are indicated on the plans below.

Removal Costs - £150  
Estimated maintenance costs - nil

Ward (6) – Tillydrone / Seaton / Old Aberdeen  
Elected members – Grant / Milne / Noble

**Ashgrove Road** – Proposed revocation of a section of ‘At any time’ waiting restrictions

Officers received a request, through a member of the public, to allow some additional parking on Ashgrove Road where there are currently ‘At any time’ waiting restrictions. The ‘At any time’ waiting restrictions were initially installed to maintain the current road width on this bus route. There is now no longer a bus service using this arterial route therefore additional on-street parking can be accommodated.

It is proposed to remove a stretch of 17 metres of existing ‘At any time’ waiting restrictions in proximity to flats 21/23 Ashgrove Road.

The proposals are indicated on the plans below.

Removal Costs – £150  
Estimated maintenance cost – nil

Ward No (7) – Midstocket / Rosemount  
Elected Members – Cormie / Forsyth / Laing

**Berryden Mills** – Proposed ‘At any time’ waiting restrictions

Following a recent parking appeal it has now been identified that the traffic regulation order associated with this development is incomplete, Officers require to re-advertise this section of ‘At any time’ waiting restrictions.

The proposals are indicated on the plans below.

Implementation Costs - £1250

Estimated maintenance cost - £1250 every 5 years

Ward No (7) – Midsocket / Rosemount

Elected Members – Cormie / Forsyth / Laing

**Binghill Crescent, Milltimber** – Proposed ‘At any time’ waiting restrictions

Concerns have been expressed by residents with regard to vehicles being parked on the north side of Binghill Crescent in close proximity to its junction with the cul-de-sac that serves property nos. 22 to 40 Binghill Crescent. This parking occurs on a bend on the road where forward visibility is poor, the issue being that eastbound vehicles are forced to pass these parked vehicles by using the westbound lane. This result in conflicts with westbound vehicles, where on occasion vehicles will have to reverse to allow the opposing vehicle to pass. The parking is associated with the nearby rear entrance of Milltimber School and residents have real concerns as to the potential for a collision to occur due to this parking.

Given the above it is proposed to apply lengths of prohibition of waiting at any time at this junction. The extent of these proposed restrictions is highlighted in the plan below.

Implementation cost - £100

Estimated additional maintenance cost – £100 every 5 years

Ward (9) – Lower Deeside

Elected members – Boulton / Malik / Malone

**Davidson Drive** – Proposed revocation of sections of ‘At any time’ waiting restrictions

It was agreed with Officers following discussions with the Local Councillor, that the junction protection waiting restrictions on sections of Davidson Drive are too extensive reducing the available on-street parking space. Following a site meeting it is proposed to reduce the ‘At any time’ waiting restrictions on each leg of the junction by 5 metres which will provide an additional 10 on-street parking spaces.

The proposals are indicated on the plans below.

Removal Costs – £400

Estimated maintenance cost – nil

Ward No (4) – Northfield / Mastrick North

Elected Members – Carle / Dunbar / Graham

**Esplanade** – Proposed 45 minute timed waiting restrictions

Officers have received a number of complaints that vehicles can not get parked at or in proximity of the public toilets and the recycling area at the Footdee end of the



Beach Esplanade, due to vehicles being parked for long periods of the day as there are no restrictions in place. Officers propose to introduce 45 minute timed parking bays for a distance of 20 metres to allow frequent access to these facilities throughout the day.

The proposals are indicated on the plans below.

Implementation Costs – £500

Estimated maintenance cost – £125 every 5 years

Ward No (8) – George Street / Harbour

Elected Members – May / Jean Morrison / Nathan Morrison

**Golden Square** – Proposed revocation of existing Mon-Sat 0800-1800 waiting restriction and proposed loading bay

Following problems for many years it has been requested by Aberdeen Performing Arts that a loading area be made available to the rear access of the Music Hall, providing parking for HGV's/production vehicles. Current waiting restrictions, whilst allowing for loading, do not allow for parking of production vehicles during operational hours, and out with operational hours, access is not guaranteed as parking is permitted for non production vehicles. Following a meeting with Officers it was established that the Music Hall are having great difficulty operating under the existing arrangements and a dedicated area needs to be established.

The proposals are indicated on the plans below.

Implementation Costs – £500

Estimated Maintenance cost – £minimal

Ward No (7) – Midsocket / Rosemount

Elected Members – Cormie / Forsyth / Laing

**Marquis Road** – Proposed 'At any time' waiting restrictions

Officers have received complaints and established through parking surveys that vehicles are parking on and at the junction of Marquis Road and Western Road, obscuring visibility when exiting Marquis Road. Therefore it is proposed to introduce 'At any time' waiting restrictions as junction protection.

The proposals are indicated on the plans below.

Implementation Costs – £200

Estimated maintenance cost – £200 every 5 years

Ward No (5) – Hilton / Woodside / Stockethill

Elected Members – Adam / Blackman / Dunbar

**Strathmore Drive** – Proposed ‘At any time’ waiting restrictions

Officers have received concerns over vehicles parking on a cobbled area on the corner of the grass area situated on Strathmore Drive; the cobbled area was established as an extended run off to provide larger vehicles such as refuse vehicles, delivery vehicles etc. with unimpeded access. Therefore to stop any vehicles parking on this area, and possibly obstructing larger vehicles getting past, it is proposed to introduce ‘At any time’ waiting restrictions.

The proposals are indicated on the plans below.

Implementation Costs - £100

Estimated maintenance cost - £100 every 5 years

Ward No (4) – Northfield / Mastrick North

Elected Members – Carle / Dunbar / Graham

**The following proposal will be funded through Housing and Environment**

**Access Road to Marischal / Virginia Court** – Proposed ‘At any time’ waiting restrictions

A local Housing Officer and City Warden had been in touch to confirm that current ‘At any time’ waiting restrictions outside Marischal Court and Virginia Court were enforceable, but when looking through the Traffic Regulation Orders it was identified that a short section was not enforceable.

Therefore to provide a level of consistency on this access road, and also to keep this area clear allowing sufficient access for emergency vehicles it is proposed to make this short section of restrictions enforceable.

The proposals are indicated on the plans below.

Implementation Costs – £75

Estimated maintenance costs – £75 every 5 years

Ward (8) – George Street / Harbour

Elected members – May / Jean Morrison / Nathan Morrison

**Stewart Park Place** – Proposed “At any time” waiting restrictions

Concerns have been raised by the local Councillor and Housing Officer that vehicles are parking on both sides of Stewart Park Place, this then blocks access to Hilton Court and the properties situated at the end of the road. This is a particular concern in the case of an emergency. There is adequate

parking within the adjoining car parks to accommodate residents parking from the flats and the other properties on Stewart Park Place.

Therefore it is proposed to introduce 'At any time' waiting restrictions on the lengths of Stewart Park Place highlighted in the plan below.

Implementation Costs – £1750

Estimated maintenance cost £1750 every 5 years

Ward No (5) – Hilton / Woodside / Stockethill

Elected Members – Adam / Blackman / Dunbar

### **The following proposals will be funded by the developer**

- ❖ **Beechgrove Place (Old Mile-end School Site)** – Proposed revocation of "Residents Only" parking bay and proposal of "At any time" waiting restriction.

As part of the Construction Consent for this development "At any time" waiting restrictions are required to protect the newly formed access from parked vehicles and to maintain visibility. This new access is created at a point where there is an existing "Residents Only" parking bay, therefore it's required to revoke this section of "Residents Only" parking.

The proposals are indicated on the plan below.

Implementation cost - nil

Estimated maintenance cost – £100 every 5 years

Ward (7) – Midstocket / Rosemount

Elected members – Cormie / Forsyth / Laing

- ❖ **Froghall Terrace** – Proposed "At any time" waiting restrictions and revocation of existing "At any time" waiting restrictions.

As part of the Construction Consent for this development "At any time" waiting restrictions are required to protect the newly formed access from parked vehicles and to maintain visibility. As a new access will be created, there is a requirement to close off two existing accesses and therefore the existing "At any time" waiting restrictions are required to be revoked to maximise the on-street parking in this area.

The proposals are indicated on the plans below.

Implementation cost - nil

Estimated maintenance cost – £150 every 5 years

Ward (8) – George Street / Harbour

Elected members – May / Jean Morrison / Nathan Morrison

- ❖ **Hardgate (Rear of no. 325 Holburn Street)** – Proposed ‘At any time’ waiting restrictions.

As part of the Construction Consent for this development “At any time” waiting restrictions are required to protect the newly formed access from parked vehicles and to maintain visibility. The restrictions will be a continuation of existing restrictions in the vicinity.

The proposals are indicated on the plan below.

Implementation cost – nil

Estimated maintenance cost – £100 every 5 years

Ward (12) – Torry / Ferryhill

Elected members – Allan / Dickson / Donnelly / Kiddie

- ❖ **West North Street Car Park** – Proposed suspension of Off-Street parking (with restrictions)

Aberdeen City Council’s licensing committee has previously approved a market operator’s licence to Scorpion GB Ltd to operate a street market on the ground floor of the West North Street car park. Although this licence ran out on the 5<sup>th</sup> June 2013, the applicant is in the process of re-applying for a temporary licence to commence operations.

Officers now wish to inform the committee of the proposals to suspend the off-street parking bays on the ground floor of the West North Street car park with the main conditions as follows:

1. Restricted to a Saturday / Sunday between the hours of 08:00 to 13:00 hours.
2. The market will not operate on a Saturday during the month of December.
3. Prior notice must be made to the council before each proposed market.
4. The market operator will be responsible for the erection of laminated notices prior to the event.

The proposals are indicated on the plan below and a copy of the approved Market Operators Licence with the full conditions is detailed in appendix 1.

Implementation cost – nil

Estimated maintenance cost – nil

Ward (8) – George Street / Harbour

Elected members – May / Jean Morrison / Nathan Morrison

❖ **Woodside Health Centre, Marquis Road** – Proposed ‘At any time’ waiting restrictions.

As part of the Construction Consent for this development it will be required to create a new turning head at the end of Marquis Road to replace the existing one which will be developed over. Given the type of development and the trip generation it will create, ‘At any time’ waiting restrictions are being proposed for the new turning head and adjacent junction to stop indiscriminant parking and allow larger vehicles to turn.

The proposals are indicated on the plan below.

Implementation cost – nil

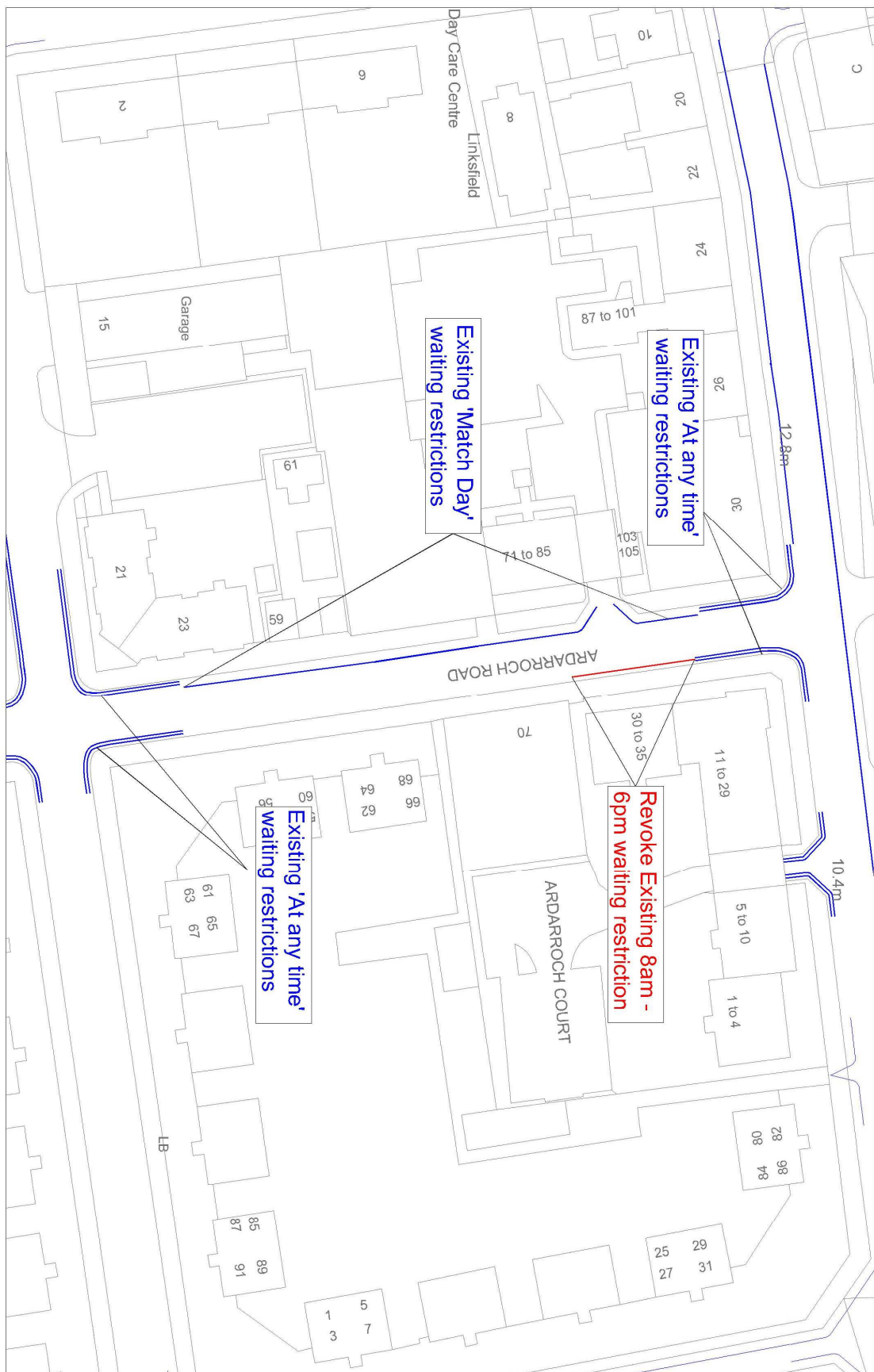
Estimated maintenance cost – £400 every 5 years

Ward (5) – Hilton / Woodside / Stockethill

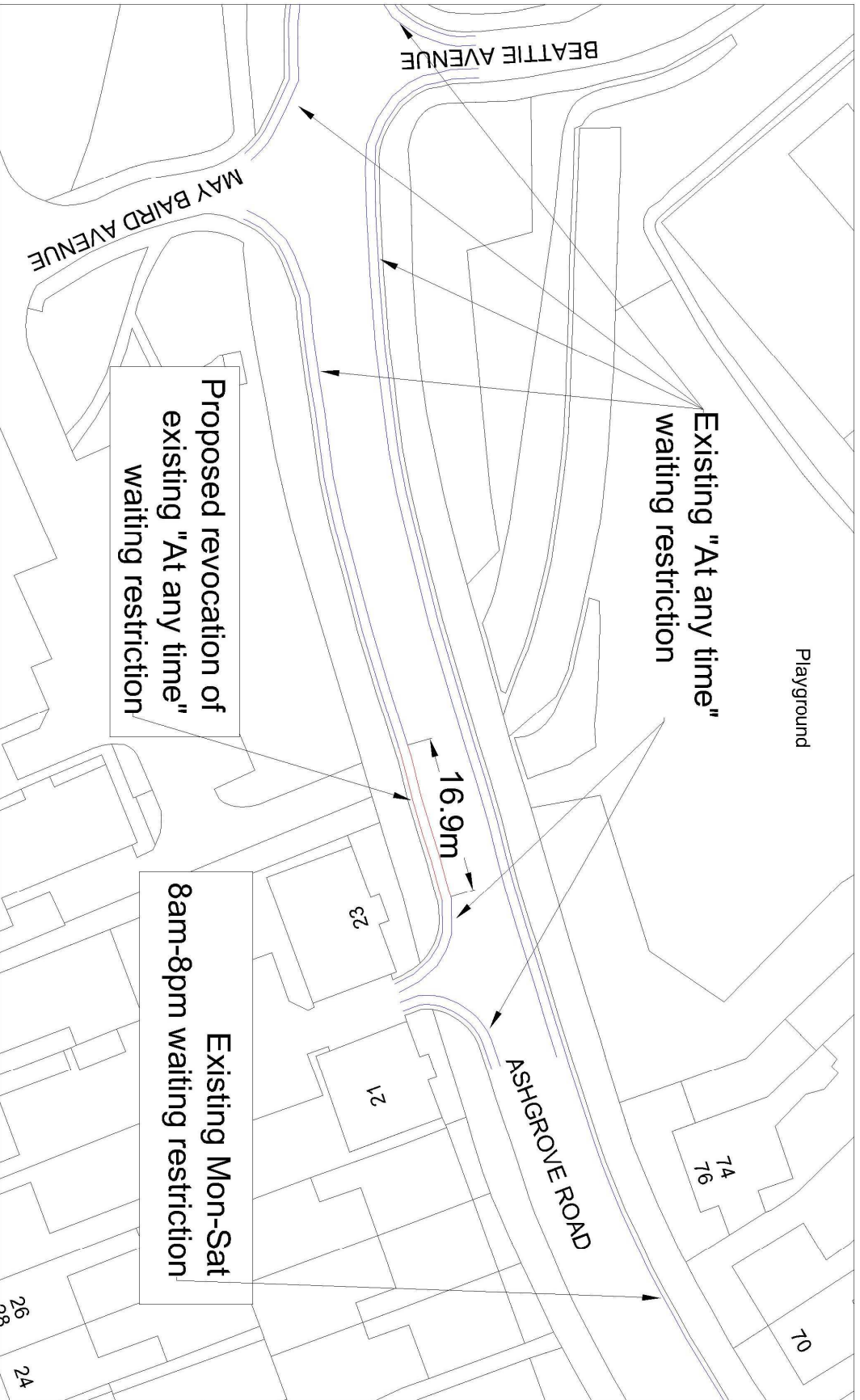
Elected members – Adam / Blackman / Dunbar

- The following proposals will be funded from Cycling, Walking, Safer Streets budget

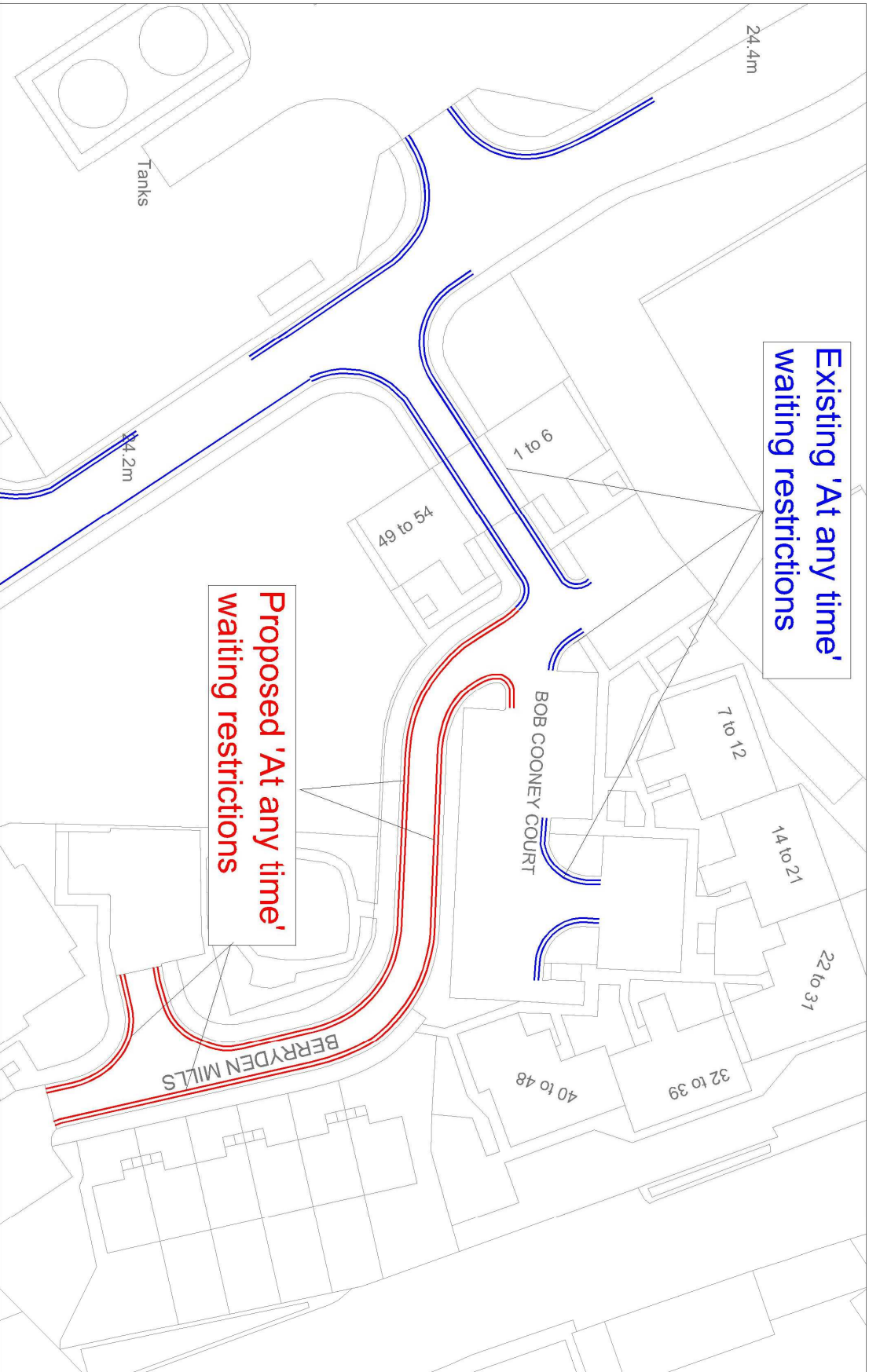
## Ardarroch Road - Revocation of Existing 8am-6pm Waiting Restriction



# Ashgrove Road - Revocation of "At Any Time" waiting restriction

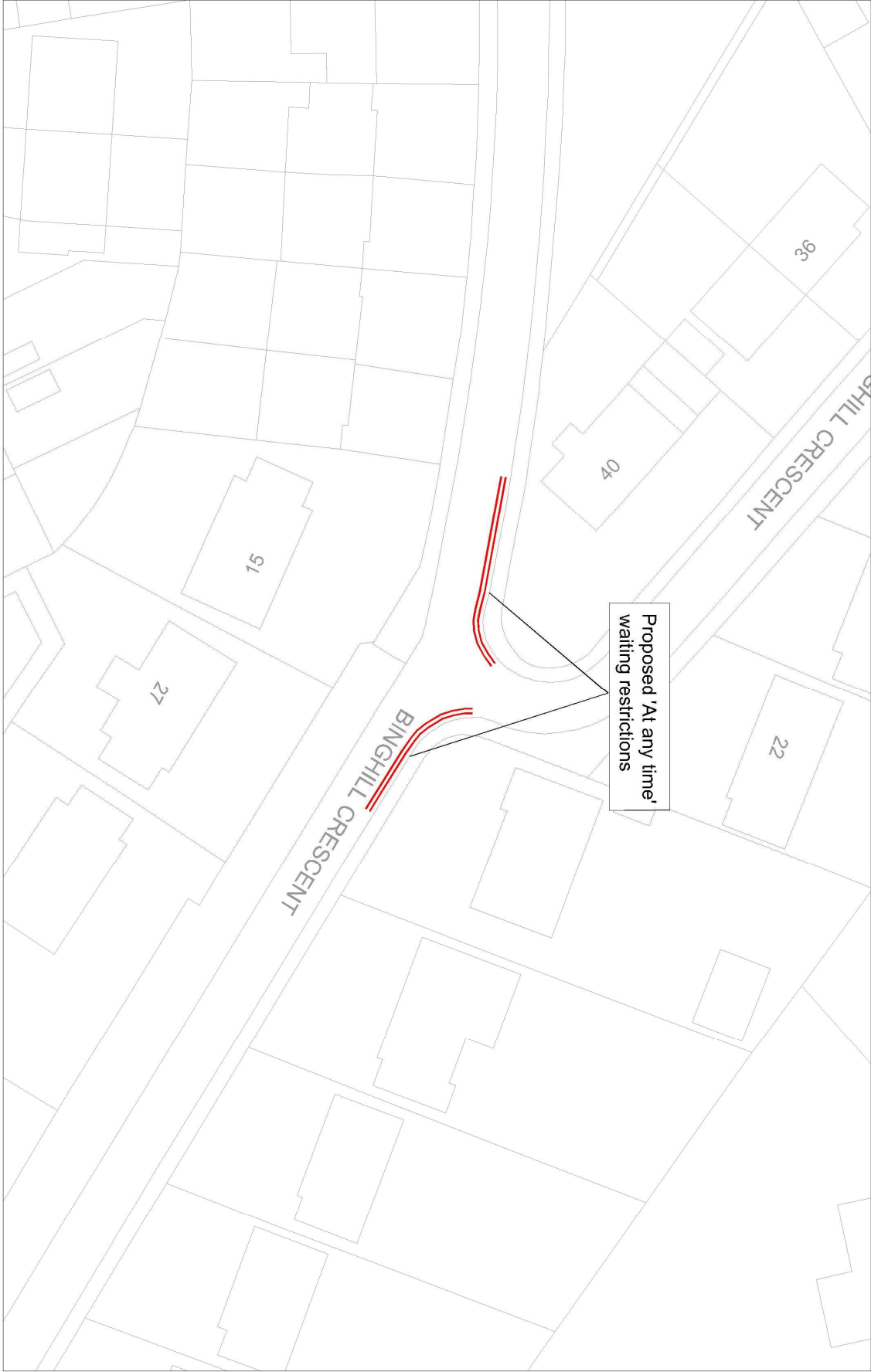


**Berryden Mills - Proposed 'At any time' waiting restrictions**

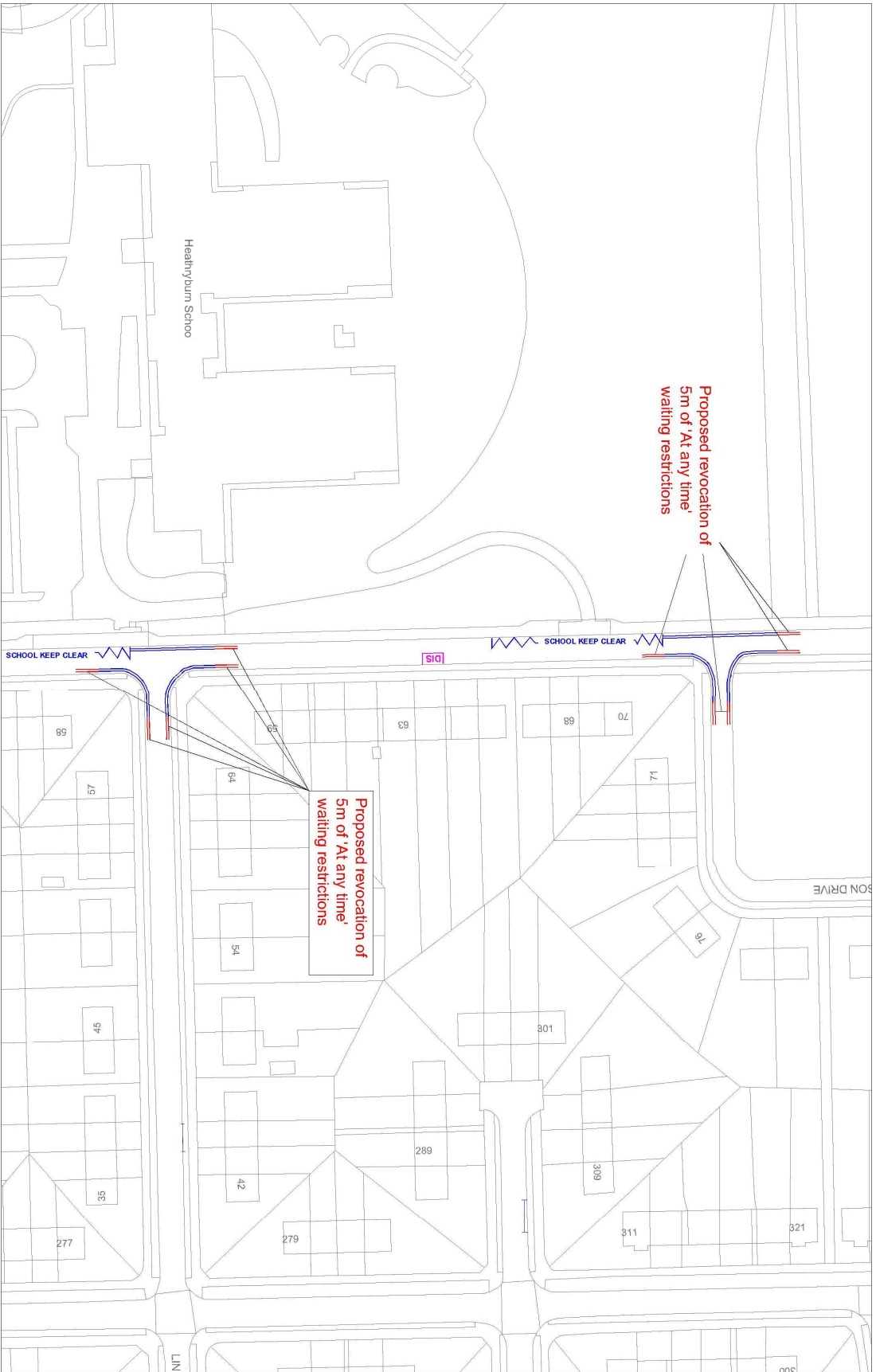




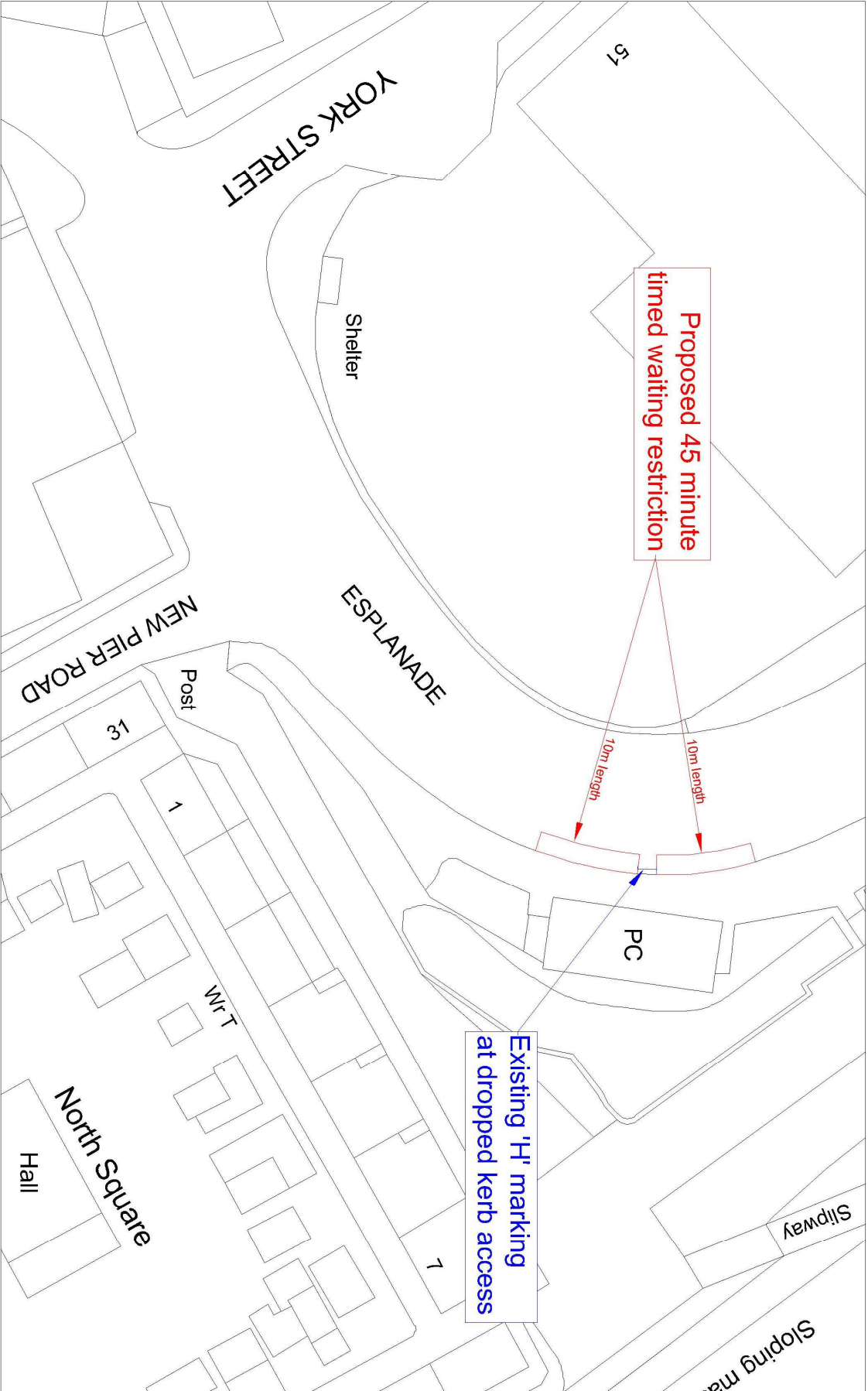
**Binghill Crescent - Proposed 'At any time' waiting restrictions**



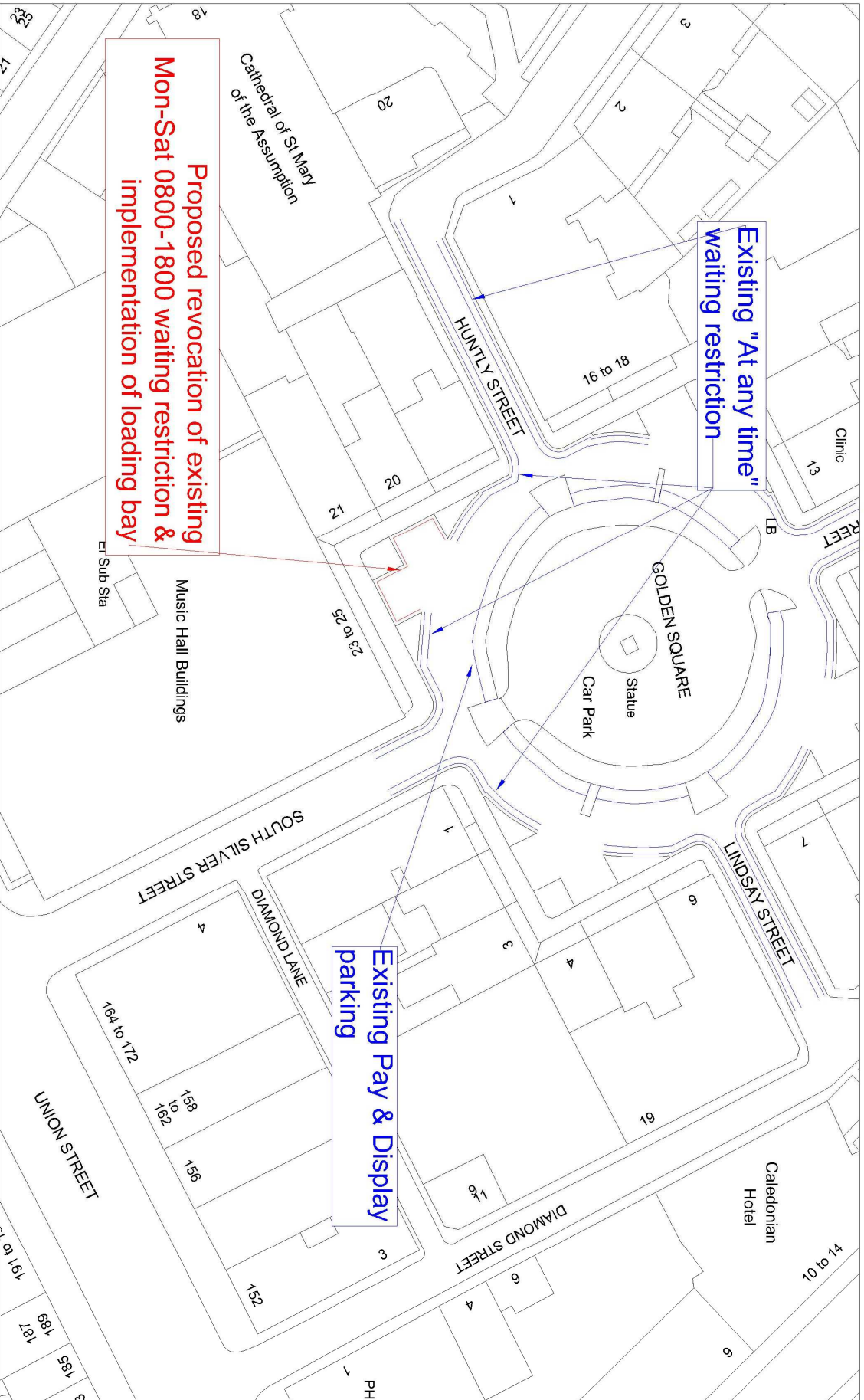
**Davidson Drive - Proposed Revocation of 'At any time' waiting restrictions**



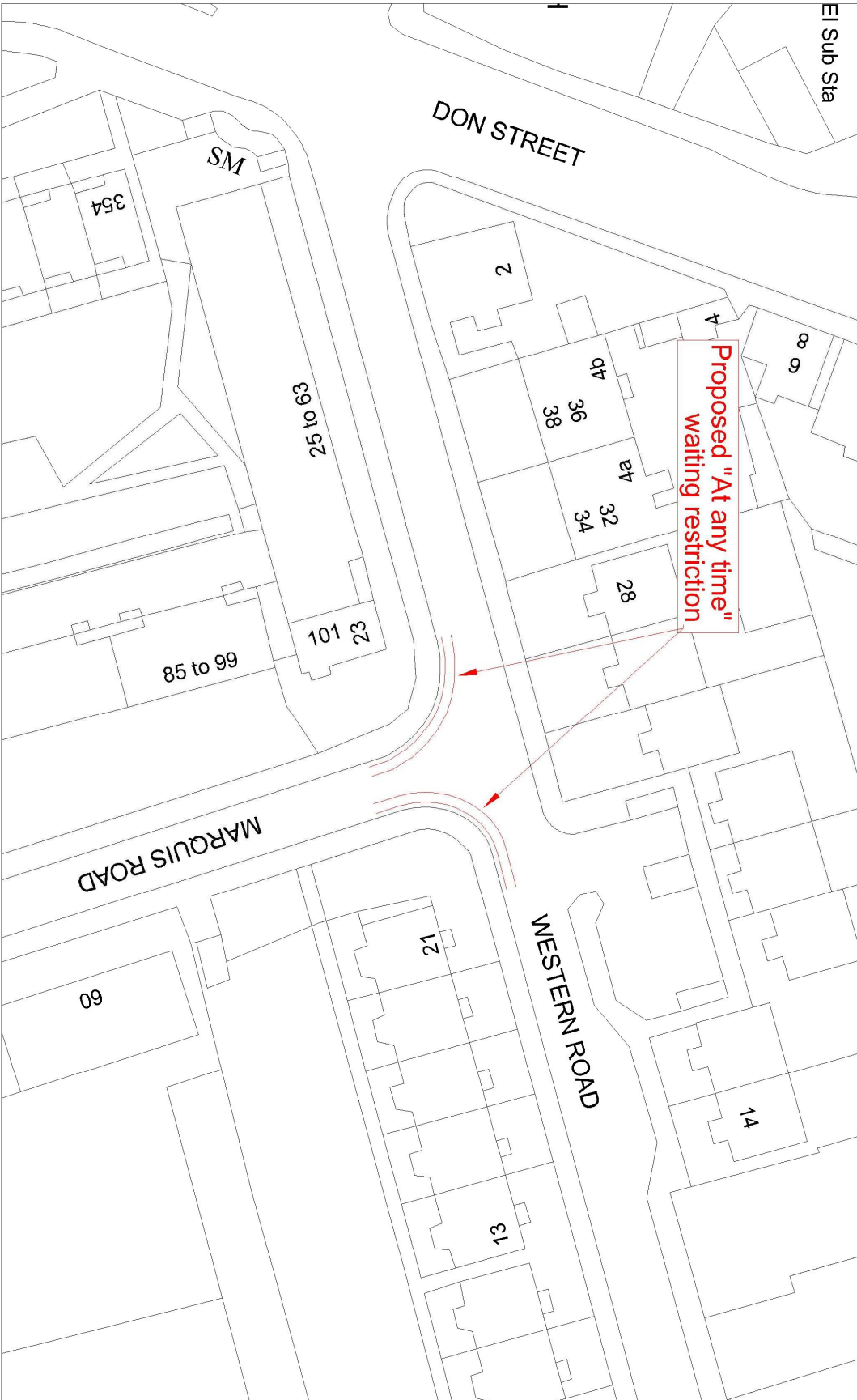
Esplanade - Poposed 45 minute timed waiting restriction



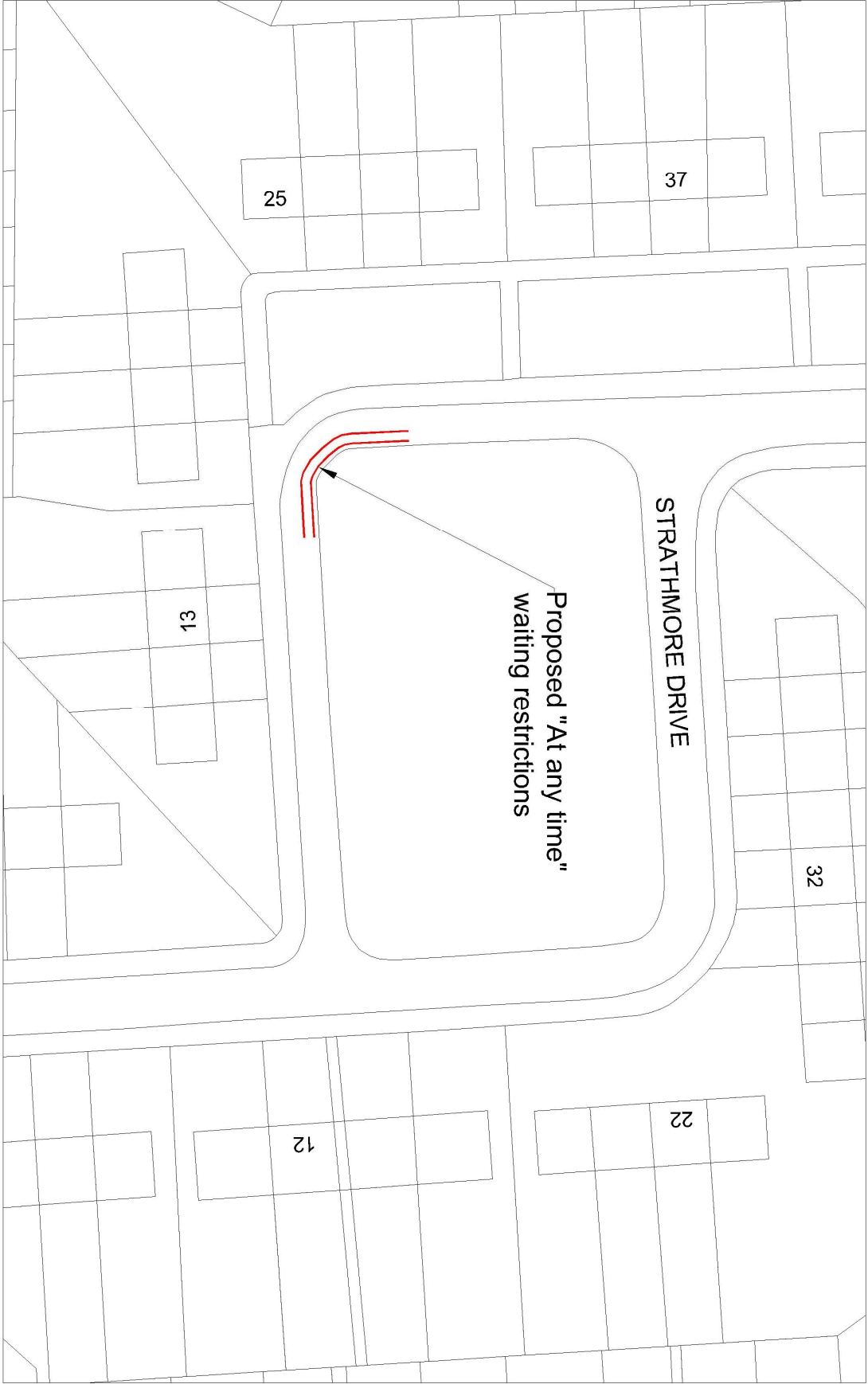
# Golden Square - Proposed Loading Bay



Marquis Road & Western Road - Proposed "At any time" waiting restriction

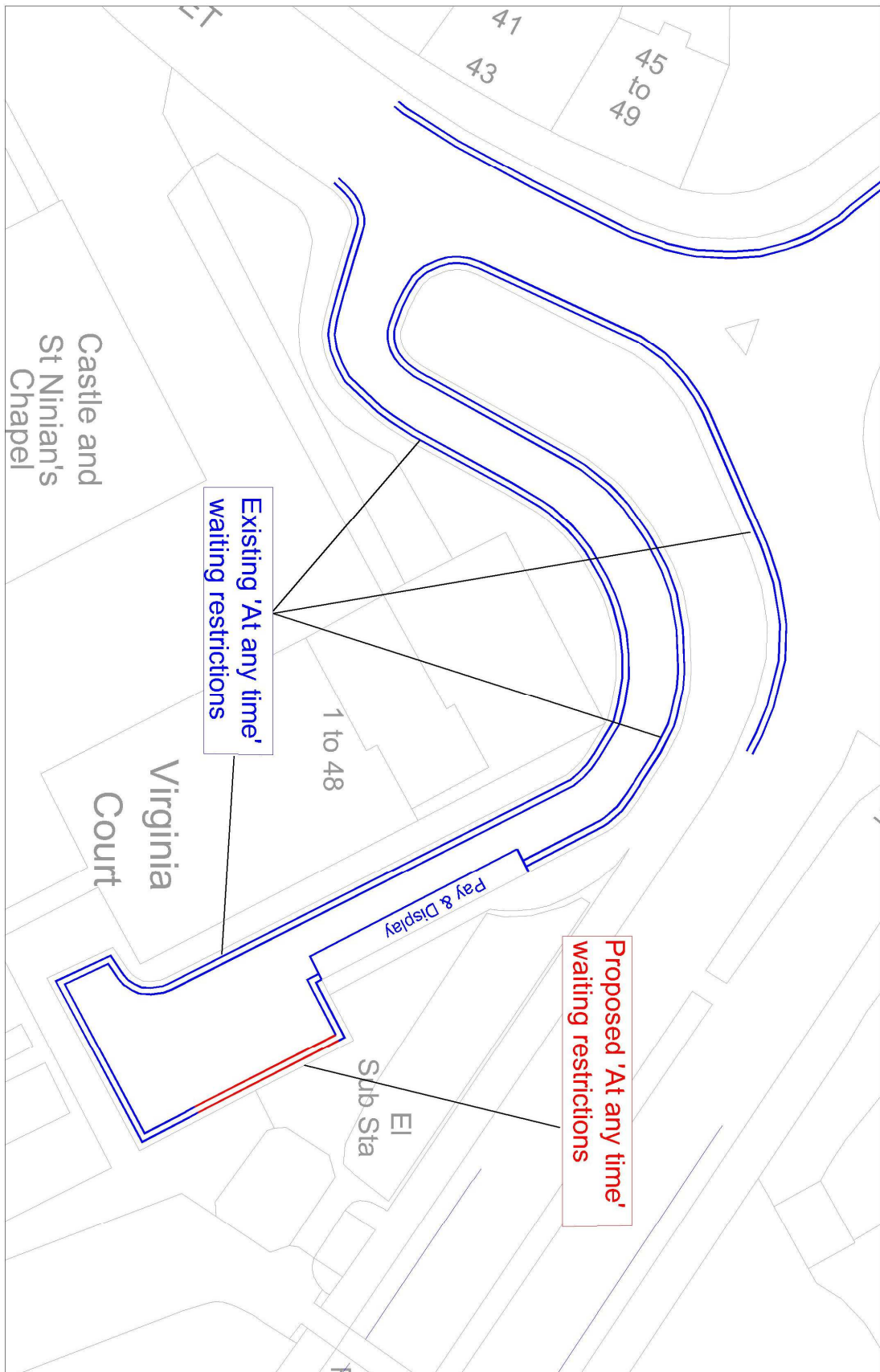


Strathmore Drive - Proposed "At any time" waiting restriction

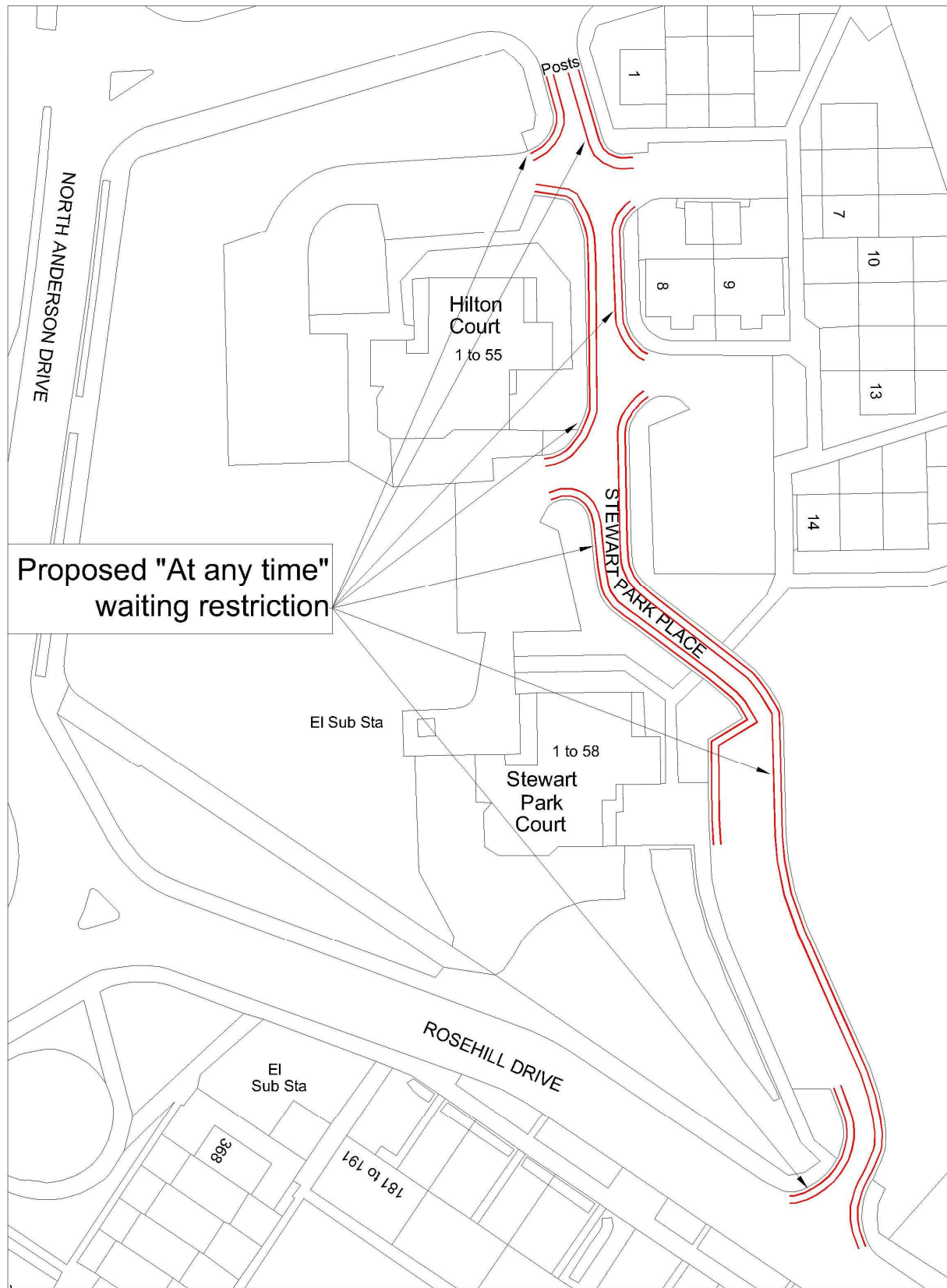


**The following proposals will be funded through Housing and Environment**

**Access Road to Marischal / Virginia Court - Proposed 'At any time' waiting restrictions**



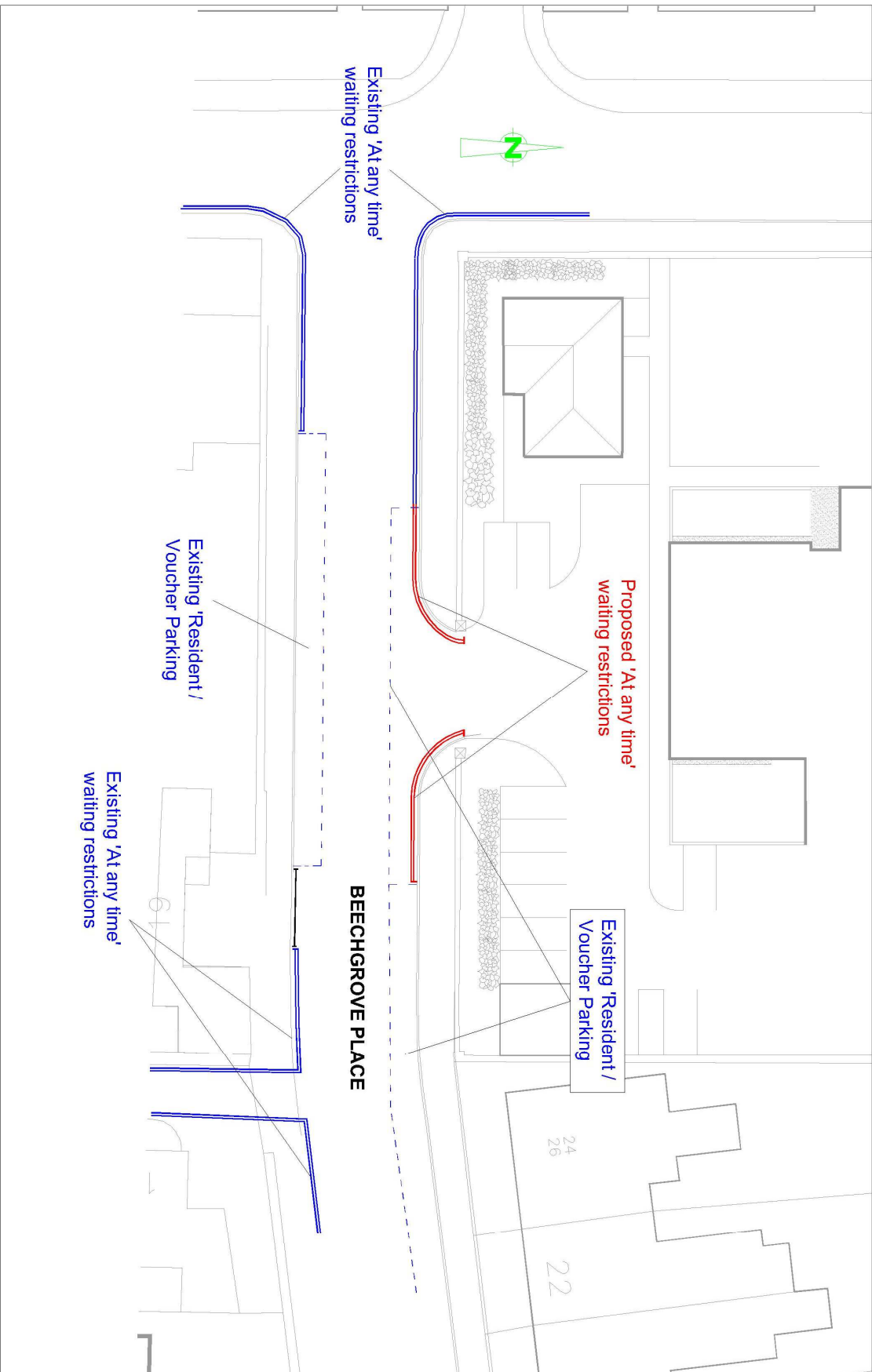
# Stewart Park Place - "At any time" waiting restriction



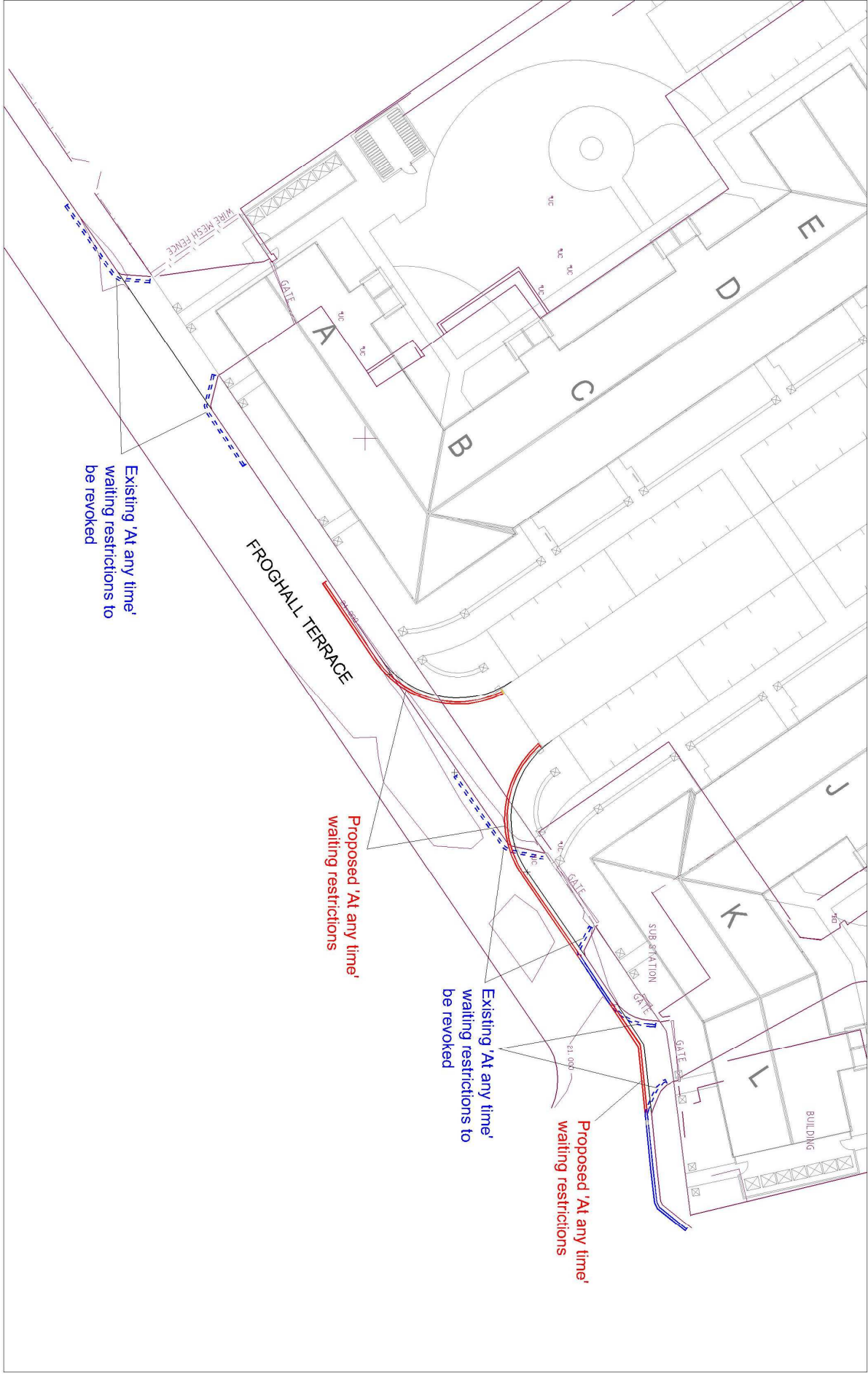


**The following proposals will be funded by the developer**

**Beechwood Place - Proposed 'At any time' waiting restrictions**



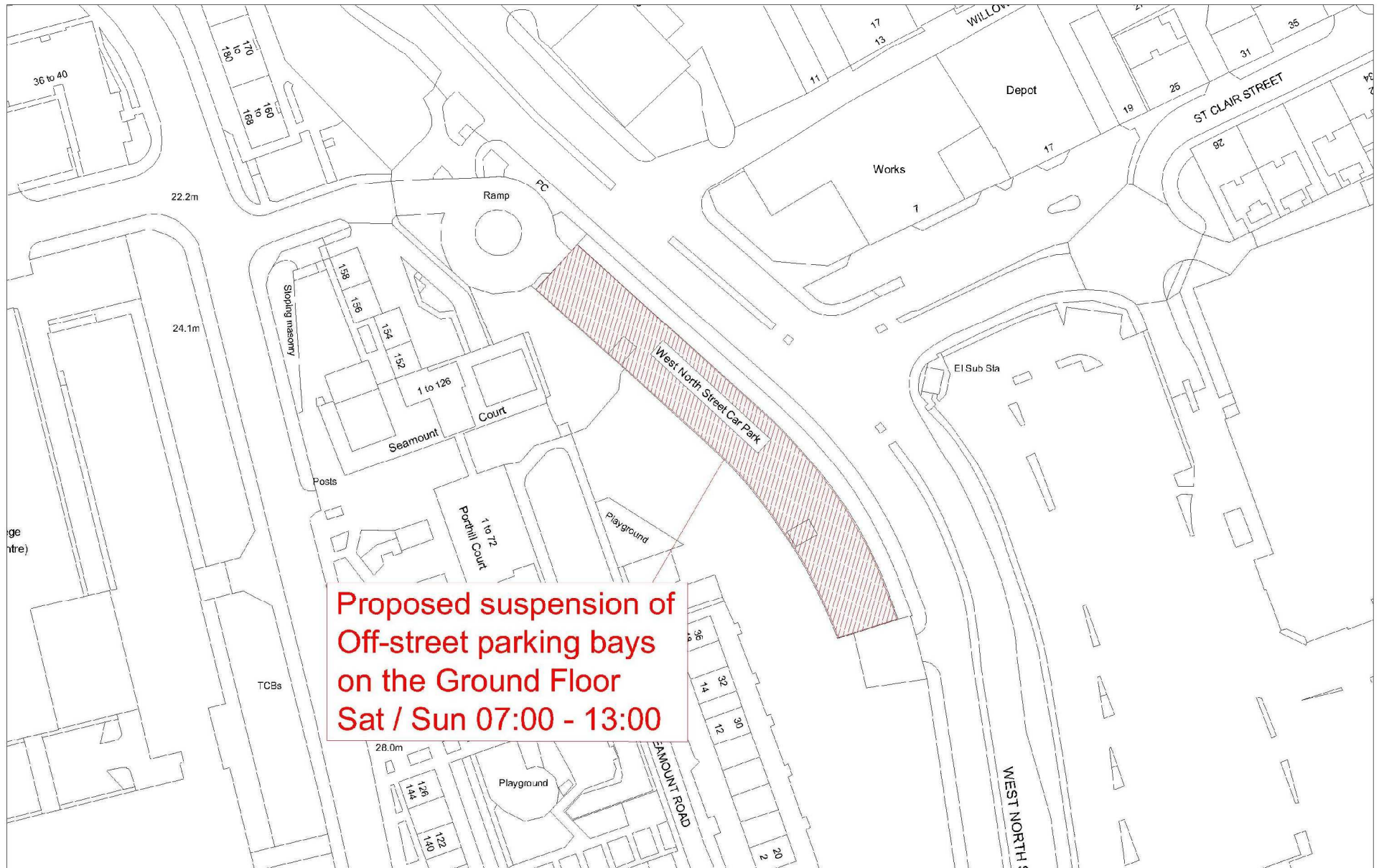
**Froghall Terrace - Proposed 'At any time' waiting restrictions and Revocation of existing 'At any time' waiting restrictions**



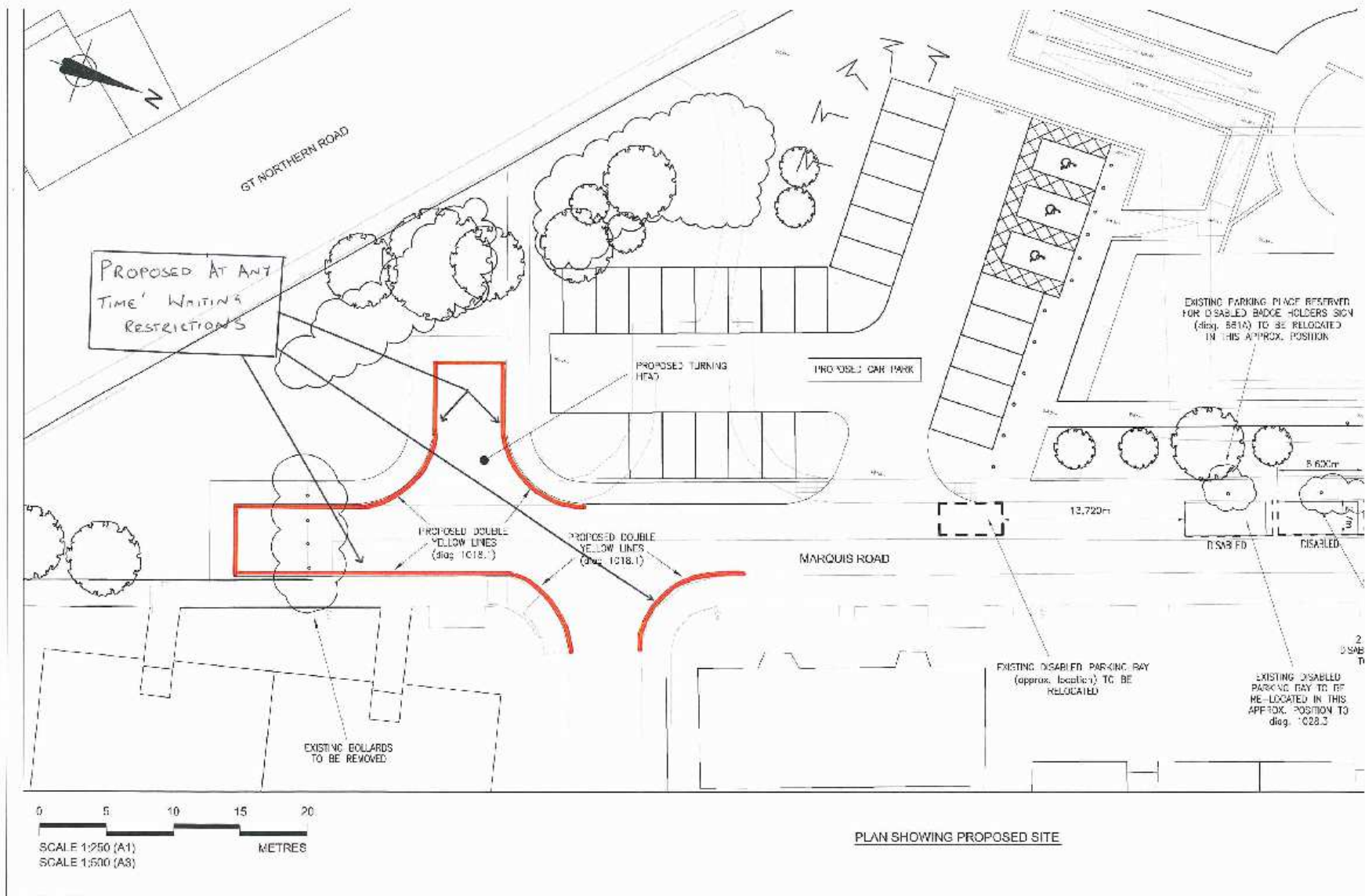
# Hardgate - Proposed 'At any time' waiting restrictions



# West North Street Car Park - Proposed suspension of Off-street parking



# Woodside Health Centre, Marquis Road – Proposed 'At any time' waiting restrictions



**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 is one application to be considered at this meeting.

*(Plans are not included as, under normal circumstance, spaces are located close to the properties.)*

**On-street parking** – 63 spaces

102 SCHOOL DRIVE	180 VICTORIA STREET, DYCE
5 GALLOWHILL TERRACE	6 MARKET STREET, STONEWOOD (SPACE ON PHOENIX PLACE)
14 FORESTERS AVENUE	102 BANKHEAD AVENUE
39 BANKHEAD AVENUE	17 OVERHILLS WALK
14 DAVAN PARK	159 NORTH ANDERSON DRIVE
35 MARCHBURN ROAD	39 STEWART CRESCENT
102 BONNYVIEW DRIVE	26 HOWES DRIVE
554 CLIFTON ROAD	13 HILLSIDE CRESCENT
2 TANFIELD AVENUE	62 SKENE STREET
34 VICTORIA STREET	4 ANNAT BANK
4 BERVIE BROW	29 BELVIDERE CRESCENT
54 WALES STREET	15 LOSSIE PLACE
287 SHEDDOCKSLEY DRIVE	2 BRESSAY BRAE
30 DANESTONE TERRACE	16 BALGOWNIE BRAE
48 GARTHDEE DRIVE	16 CORTHAN CRESCENT
39 CAIESDYKES CRESCENT	159 GARDNER ROAD
44 GARDNER DRIVE	12 BERRYWELL ROAD
42 CLOVERHILL CRESCENT	195 BONNYVIEW DRIVE
61 MIDDLEFIELD TERRACE	10 BIRKHALL PARADE
12 BIRKHALL PARADE	32 SUMBURGH CRESCENT
9 PORTTREE AVENUE	52 SHETLAND WALK
6 COLSEA ROAD	100 BALNAGASK ROAD
64 TULLOS CRESCENT	11 LESLIE ROAD
54 MANOR DRIVE	52 ASHGROVE PLACE (SPACE ON CORNHILL DRIVE)
106 JASMINE TERRACE	126 OSBORNE PLACE
21 JAMAICA STREET	181 GREAT NORTHERN ROAD
7 ST SWITHIN STREET	78 ASHLEY ROAD
74 BIRKHALL PARADE	109 SUMMERHILL ROAD
19 HAZLEHEAD ROAD (SPACE ON HAZLEHEAD TERRACE)	49 MANSEFIELD ROAD
2 CLOGHILL PLACE	4 FERNIELEA ROAD
44 WESTERTON CRESCENT	48 GREENBURN DRIVE
144 GOLF ROAD	16 SEAL CRAIG GARDENS
1 FERNIELEA ROAD	13 OSCAR ROAD
33 SOUTH GRAMPIAN CIRCLE (SPACE ON OPPOSITE SIDE OF ROAD)	16 ST PETERS COURT, VICTORIA ROAD

### **Off-street parking – 6 spaces**

43 CAIRNCRY ROAD	3 ALEXANDER DRIVE (CAR PARK ON DILL PLACE)
144 GARTHDEE DRIVE (CAR PARK ON GAITSIDE DRIVE)	26 JANESFIELD MANOR, AUCHINYELL ROAD
74 FERRYHILL ROAD	18 LERWICK ROAD
CORNHILL COURT x3	

## **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.

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**

Michael Cowie  
Engineering Assistant  
[micowie@aberdeencity.gov.uk](mailto:micowie@aberdeencity.gov.uk)  
(01224) 538050

## Consultees comments

Enterprise, Planning and Infrastructure Committee

**Convener: Councillor Barney Crockett** – has been consulted 24/07/13

**Vice Convener: Councillor Ramsay Milne** – has been consulted 24/07/13

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**Lord Provost George Adam** – *has been consulted 24/07/13*

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**Councillor Yvonne Allan** – *has been consulted 24/07/13*

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**Councillor Kirsty Blackman** – *has been consulted 24/07/13*

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**Councillor Marie Boulton** – *has been consulted 24/07/13*

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**Councillor Scott Carle** – *has been consulted 24/07/13*

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**Councillor Bill Cormie** – *has been consulted 24/07/13*

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**Councillor Graham Dickson** – *has been consulted 24/07/13*

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**Councillor Alan Donnelly** – *has been consulted 24/07/13*

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**Councillor Alan Donnelly** – *has been consulted 24/07/13*

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**Councillor Jackie Dunbar** – *has been consulted 24/07/13*

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**Councillor Lesley Dunbar** – *has been consulted 24/07/13*

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**Councillor Fraser Forsyth** – *has been consulted 24/07/13*

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**Councillor Gordon Graham** – *has been consulted 24/07/13*

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**Councillor Ross Grant** – *has been consulted 24/07/13*

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**Councillor James Kiddie** – *has been consulted 24/07/13*

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**Councillor Jenny Laing** – *has been consulted 24/07/13*

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**Councillor M. Taugeer Malik** – *has been consulted 24/07/13*

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**Councillor Aileen Malone** – *has been consulted 24/07/13*

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**Councillor Andrew May** – *has been consulted 24/07/13*

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**Councillor Jean Morrison** – *has been consulted 24/07/13*

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**Councillor Nathan Morrison** – *has been consulted 24/07/13*

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**Councillor Jim Noble** – *has been consulted 24/07/13*

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## Council Officers

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Barry Jenkins, Head of Finance, Resources – ***has been consulted and has no comments with regard to finance on this report***

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

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

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

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

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Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership – ***has been consulted and has no comments on this report***

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

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Neil Carnegie, Community Safety Manager - ***has been consulted***

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

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Laura Watson, Service Co-ordinator

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**ABERDEEN CITY COUNCIL**

**CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

**MARKET OPERATOR'S LICENCE**

Licence Number: **MO**

Licenceholder: **Scorpion GB Ltd**  
Address: **113 Maxwell Avenue**  
**Bearsden**  
**Glasgow**  
**G61 1HT**

Manager: **Mohammed Iqbal Choudry**  
**113 Maxwell Avenue**  
**Bearsden**  
**Glasgow**  
**G61 1HT**

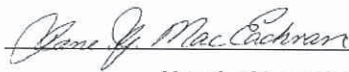
The above named is hereby licensed to carry on the business of a Market Operator in the City of Aberdeen on condition of his complying with the requirements of the Civic Government (Scotland) Act 1982, and any Regulations made thereunder and with the further conditions stated overleaf.

Premise Name: **Level 1**  
**(Ground Floor)**  
**Multi Storey Car Park**  
**West North Street**

Days and Hours of Operation: **Saturdays and Sundays**  
**08:00 to 13:00**

This licence shall have effect until: **5 June 2013**

Date: **6 June 2012**



**Head of Legal and Democratic Services**

**CIVIC GOVERNMENT (SCOTLAND) ACT 1982**

**CONDITIONS APPLICABLE TO MARKET OPERATOR'S LICENCE**

1. In these Conditions:-

- a) "the premises" means the premises specified in the licence; and includes any market held out of doors or in temporary premises.
- b) "the licenceholder" means the person named in the licence.
- c) "the Council" means the Aberdeen City Council.
- d) "trader" means any person offering goods for sale by retail to the public at a market.

"Director of Housing and Environment" means the Director of Housing and Environment of Aberdeen City Council.

"Director of Enterprise, Planning and Infrastructure" means the Director of Enterprise, Planning and Infrastructure of Aberdeen City Council.

"Director of Corporate Governance" means the Director of Corporate Governance of Aberdeen City Council"

- 2. The licenceholder shall display his licence at the premises when the market is taking place so that it may conveniently be read by all members of the public attending the market.
- 3. The licenceholder shall be permitted to hold a market only at the premises or location specified in his licence.
- 4. The licenceholder shall be permitted to hold a market only on the day or days, and at the times specified in his licence at the premises or location specified in his licence.
- 5. The licenceholder shall ensure that no alcoholic liquor is on or being consumed in the premises, that no person who is drunk is allowed therein, and that good order and decency is maintained while a market is being held, and assist the police in dealing with any incidents of disorder, or in the arrest or expulsion of offenders.
- 6. The licenceholder shall ensure to the satisfaction of the Director of Housing and Environment that an adequate number of receptacles are provided on the premises at all times for the deposit of litter by stallholders and members of the public; that said receptacles are emptied regularly, and that pavements or public areas bordering the premises are kept clear of litter at all times.
- 7. The licenceholder shall be responsible for ensuring to the satisfaction of the Director of Housing and Environment that, within a reasonable period of time not exceeding three hours following the conclusion of the market, the premises are cleared, tidied and restored to their condition immediately prior to the establishment of the market.

8. At least seven days before any market commences, the licenceholder must submit for approval a plan showing the proposed layout of stalls, gangways etc. and detailing the proposed construction of the stalls, to the Council. Approval of layout shall be given by the Convenor of the Licensing Committee in consultation with the Director of Corporate Governance, the Director of Enterprise, Planning and Infrastructure and the Director of Housing and Environment and markets must be held in accordance with said plan.
9. The licenceholder shall be responsible for ensuring that, where necessary, traders participating in the market are holders of second-hand dealers licences granted by the council.
10. The licenceholder shall, not later than forty-eight hours prior to the commencement of the market, furnish the Council with a comprehensive list of all the traders who are participating in the market. The Council shall be entitled, on cause shown, to prohibit any trader from participating in the market.
11. The licenceholder shall ensure that toilet and hand washing facilities are available for traders participating in the market and where appropriate for those frequenting the market. Such facilities shall be readily accessible and where temporary facilities have been provided they shall be sited to the satisfaction of the Director of Housing and Environment. The facilities shall be maintained in a clean and tidy condition, a satisfactory state of decoration, and in good working order, all to the satisfaction of the Director of Housing and Environment.
12. The licenceholder shall ensure that at no time will any trader resident within the City be required to pay a charge proportionally greater than any other trader for permission to trade.
13. The licenceholder shall provide insurance cover for all stallholders against claims of up to £1 million by third parties occasioned by negligence on the part of stallholders or any authorised employee of the licenceholder.
14. Any food preparation stalls or units within the market or associated with the market shall comply in full with the provisions of the Food Hygiene (Scotland) Regulations 1959/78.
15. All stalls or units and any premises contained in the market shall comply with the provisions of the Health and Safety at Work Act, 1974, subordinate codes of practices or other associated legislation.
16. An authorised officer of the Council, an officer of the Fire Authority or a Police Officer, shall before, during and after the market be permitted free access to the premises at any time for inspection purposes.
17. Occupation of the market site in respect of each market event shall not take place until approval has been granted by the Director, Enterprise Planning and Infrastructure.
18. Prior to taking occupation of the market site the licence holder shall provide to the Director, Planning Enterprise and Infrastructure details of all signage and barrier layouts restricting and controlling access to the market site.
19. Prior to taking occupation of the market site the licence holder shall provide to the Director, Planning Enterprise and Infrastructure a plan showing the pedestrian routes and safe access to

and through the proposed market site.

20. Prior to taking occupation of the market site the licence holder shall provide to the Director, Planning Enterprise and Infrastructure a detailed statement of the procedures to be adopted for the egress of cars that have been parked overnight within the car park and who may wish to leave the car park during the market operating hours.

21. Prior to each market event the licence holder shall provide to the Director, Planning Enterprise and Infrastructure details of the advance advertisement and signage to be and shall include details of the internal signage of the car park.

22. Should the Traffic Order regulating the car park have to be suspended for each event the licence holder will be liable for all and any costs associated with this work.

23. Public access through the market area will be maintained at all times.

24. The licence holder shall be liable for any lost parking revenue to the Local Authority.



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**Head of Legal and Democratic Services**

V2\Northgate\Conditions\wef28.4.10\Marketoperatorspublic

## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise, Planning and Infrastructure
DATE	29 August 2013
DIRECTOR	Director of Enterprise, Planning & Infrastructure
TITLE OF REPORT	Traffic Orders at the Final Stage of the Statutory Process
REPORT NUMBER:	EPI/13/118

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### 1. PURPOSE OF REPORT

This report deals with 17 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 (Appendix 1), from which members will be able to see the exact content of the proposals. Also, where applicable, the letters of objection are also included (Appendix 2).

### 2. RECOMMENDATION(S)

It is recommended this Committee:-

- (i) in relation to The Aberdeen City Council (Powis Lane, Aberdeen) (Prohibition of Waiting) Order 201(X) overrule the objections received and approve this order be made as originally envisaged. Furthermore, to instruct the appropriate officers to commence the necessary legal procedures of preliminary statutory consultation for the traffic regulation order required for the introduction of daytime parking on the lengths of Powis Lane highlighted in Appendix 6. If no significant objections are received, then progress with the public advertisement and report the results to a future meeting of this Committee;
- (ii) in relation to the Aberdeen City Council (Kingswood Drive, Kingswells, Aberdeen) (Prohibition of Waiting) Order 201(X) approve the modified waiting restrictions as shown in the plan in Appendix 4;
- (iii) approve the orders that did not attract objections, and that all the orders be made and implemented accordingly.

### 3. FINANCIAL IMPLICATIONS

The proposals contained in the six traffic orders detailed at 5.1 through to 5.7 will be fully funded by developers/businesses.

The proposals contained in the two traffic orders detailed at 5.8 through to 5.10 will be funded by grant funding made available through the Scottish Government for Plugged in Places Electric Vehicle Charging Infrastructure.

The proposals contained in the two traffic orders detailed at 5.11 and 5.12 will be funded by NESTRANS.

The proposals contained in the two traffic orders detailed at 5.13 and 5.14 will be fully funded through the Disabled Parking revenue budget.

The proposals contained in the traffic order detailed at 5.15 will be fully funded through the Road Safety & Traffic Management Budget.

The proposals contained in the two traffic orders detailed at 5.16 and 5.17 will be fully funded through the Cycling, Walking, Safer Streets budget.

### 4. OTHER IMPLICATIONS

There are no other implications worthy of being identified in the abstract here, although, again, both Section 5 and Appendix 1 rehearse concerns raised by objectors.

### 5. BACKGROUND/MAIN ISSUES

This section has been sub-divided into sub-sections corresponding to the seventeen orders under consideration.

#### **5.1 The Aberdeen City Council (Charleston Road North Area, Cove, Aberdeen) (Traffic Management and Waiting Restrictions) Order 201(X)**

5.1.1 No statutory objections have been received.

#### **5.2 The Aberdeen City Council (Portland Street, Aberdeen) (Prohibition of Waiting) Order 201(X)**

5.2.1 No statutory objections have been received.

#### **5.3 The Aberdeen City Council (Craigieburn Park, Aberdeen) (20mph Speed Limit) Order 201(X)**

5.3.1 No statutory objections have been received.

**5.4 The Aberdeen City Council (Urquhart Road, Aberdeen) (Various Waiting Restrictions) Order 201(X)**

5.4.1 No statutory objections have been received.

**5.5 The Aberdeen City Council (Westburn Crescent, Aberdeen) (Prohibition of Waiting) Order 201(X)**

5.5.1 No statutory objections have been received.

**5.6 The Aberdeen City Council (Earlspark Avenue, Earlspark Circle, Earlspark Way, Bieldside, Aberdeen) (20mph Speed Limits) Order 201(X)**

5.6.1 No statutory objections have been received.

**5.7 The Aberdeen City Council (Kingswood Drive, Kingswells, Aberdeen) (Prohibition of Waiting) Order 201(X)**

5.7.1 Objection to the extent of lengths of prohibition of waiting at any time proposed for Kingswood Drive, Kingswells

An objection to the extent of the proposed waiting restrictions on Kingswood Drive has been received from Kingswells Community Council. The proposed restrictions are associated with the recent creation of a pharmacy taking access off Kingswood Drive. The reasoning for the restrictions, cited in a report to this Committee in May 2012, was “This type of development is likely to create short stay, high turnover parking and, if not restricted, the parking place of choice is likely to be on Kingswood Drive itself creating a degree of congestion. A number of parking places have been provided within the development for the purpose of high-turnover parking and the restrictions should encourage drivers to use this parking area.” (For information the plan indicating the original proposal is highlighted in Appendix 3)

The Community Council are of the opinion the waiting restrictions are excessive and that no traffic problems have been highlighted in the past due to vehicles parking on parts of the length of road concerned; these vehicles being associated with the nearby shops/businesses/ community centre and school. Indeed they are of the opinion the yellow lines are unnecessary and only exacerbate issues due to a general lack of parking in the area of the aforementioned community facilities.

5.7.2 Response to objection

Given the concern expressed by the Community Council, a modified plan was produced that reduces the extent of the proposed restrictions. The modified plan retains restrictions on the west side opposite the

junction with Kingswells Avenue and adjacent to the accesses to the pharmacy and the property Lea Rigg. These retained restrictions will be of value when considering the visibility splays from the accesses and also keeping the immediate area at the junction with Kingswells Avenue clear. (For information the plan indicating the modified proposal is highlighted in Appendix 4)

The modified proposal has been circulated to Kingswells Community Council and the local members. In response the Community Council has indicated it is content with the modified proposal.

Given the aforementioned, it is recommended that the waiting restrictions be reduced to the extent highlighted in Appendix 4 and the order therefore modified to reflect this change.

**5.8 The Aberdeen City Council (Parking Places in Kingswells Park & Ride Car Park, Kingswells, Aberdeen) (Charging Points for Electric Vehicles) Order 201(X)**

5.8.1 No statutory objections have been received.

**5.9 The Aberdeen City Council (Parking Places) (Parking Places in Sclattie Park Car Park, Bucksburn, Aberdeen) (Charging Points for Electric Vehicles) Order 201(X)**

5.9.1 No statutory objections have been received.

**5.10 The Aberdeen City Council (Parking Places) (Parking Places in Kingswells Park & Ride Car Park, Kingswells, Aberdeen) (Charging Points for Electric Vehicles) Order 201(X)**

5.10.1 No statutory objections have been received.

**5.11 The Aberdeen City Council (Dubford Gardens/Cypress Grove) (Redetermination of Means of Exercise of Public Right of Passage) Order 201(X)**

5.11.1 No statutory objections have been received.

**5.12 The Aberdeen City Council (Scotstown/Jesmond Area) (Various Footways) (Redetermination of Means of Exercise of Public Right of Passage) Order 201(X)**

5.12.1 No statutory objections have been received.

**5.13 The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen) (Regulatory Parking Places) (No 3) Order 201(X)**

5.13.1 No statutory objections have been received



**5.14 The Aberdeen City Council (Disabled Persons' Parking Places, Rosemount Viaduct, Aberdeen) (Regulatory Parking Places) Order 201(X)**

5.14.1 No statutory objections have been received.

**5.15 The Aberdeen City Council (Duthie Park, Aberdeen) (Parking Management) Order 201(X)**

5.15.1 No statutory objections have been received.

**5.16 The Aberdeen City Council (Craigie Street, Aberdeen) (Pay & Display) Order 201(X)**

5.16.1 No statutory objections have been received.

**5.17 The Aberdeen City Council (Powis Lane, Aberdeen) (Prohibition of Waiting) Order 201(X)**

**5.17.1 Objection to the proposal to replace a length of 'permit holders only' parking bay with a length of prohibition of waiting at any time**

The above proposal is subject to fourteen statutory objections. To set the background a resident that resides on George Street has a garage that takes access/egress from/to Powis Lane. Opposite the garage there is a length of 'permit holders only' parking bay, and when vehicles are parked within the bay the resident finds it either extremely difficult to access/egress the garage or at worst finds access/egress totally obstructed. The resident concerned has damaged their car on a few occasions when negotiating access/egress and has provided evidence of such. The resident has also in the past paid to have modifications made to the garage in an effort to improve the situation. (For information a plan indicating the extent of the proposal is highlighted in Appendix 5)

The fourteen objections to this proposal highlight similar themes. There is deep disappointment that a length of parking is to be lost on Powis Lane where there are already very limited parking opportunities. They highlight they are paying for residential permits but find it difficult to get parked in the proximity of their properties. Some highlight that the manoeuvre from/to the garage is possible without any changes to the current parking arrangement, while one objector further highlights his opinion the resident should make further adjustments to his garage.

**5.17.2 Response to objections**

The controlled parking restrictions were introduced in the George Street Area that covers Powis Lane in 2008. The garage concerned was established prior to this date and accordingly the resident has a right of vehicular access to the garage. Officers have visited the

location and found the resident's concerns to be legitimate. Access/egress to/from the garage is extremely tight and can be obstructed, particularly on the occasion where the vehicle opposite is not parked hard to the wall on the opposite side, or where the vehicle is of a larger type. With hindsight, when the controlled parking was introduced, the 'permit holders only' bay should not have been applied opposite the entrance to the garage door, and the sweep required for a vehicle to access/egress the garage taken into account.

The length of existing residential parking bay is approximately 14 metres in length and to provide the necessary sweep to allow a vehicle to access/egress the garage it is necessary to reduce the length to 5 metres. The adjusted bay will therefore only be able to serve one car length, and therefore one or two vehicle spaces (depending on the length of vehicles that previously parked) will be lost.

The disappointment of losing on-street parking in this area is understandable given the density of properties and therefore the pressure on parking in the immediate area. A review of the parking on Powis Lane was carried out, however due to the narrowness of the lane, and existing accesses, there is no real possibility of creating parking bays elsewhere. Examining the wider area, an initial review has highlighted the possibility of revoking three lengths of prohibition of waiting (single 'yellow line') operating Monday to Saturday, 8am to 6pm, on the inside lane of the south-west side of Powis Place and replacing these existing restrictions with lengths of 'permit holders only' and 'pay & display' parking. (For detail a plan indicating the extent of this possibility is highlighted in Appendix 6)

The number of parking spaces that would be created during the day by revoking the aforementioned lengths of waiting restriction is significant with capacity for approximately 30 cars. A length, as indicated, would also function as 'pay and display' to take into account visitors to the area and could hold approximately 8 cars (representing approximately 25% of the overall capacity when considering this possible modification). Of note, is residents holding permits could also park within this length of 'pay & display' parking bay.

In carrying out this review it is clear the introduction of daytime parking will not lead to delay or congestion on this route during peak periods and there is ample capacity for queuing traffic between the traffic signals at the junction with George Street / Calsayseat Road and where the parking bays would end. One note of caution though, is with the potential for changes in future roads infrastructure, there is the possibility if traffic volumes were to increase significantly some years down the line, such on-street parking would have to be reviewed. The aforementioned is to highlight that once residents/visitors/businesses feel they have the right to park it is often a highly contentious process to remove such. Nevertheless, this observation is not intended to

hinder this proposal, but to act as a point of reference in the future, should a review of reinstated parking be required.

Given the aforementioned, it is recommended the objections to this order be overruled and the order be implemented as originally envisaged. It is also recommended the above possibility with regard to the creation of daytime parking on Powis Place becomes a firm proposal and therefore this Committee instructs the appropriate officers to commence the necessary legal procedures of preliminary statutory consultation for the traffic regulation order required. If no significant objections are received, then progress with the public advertisement and report the results to a future meeting of this Committee.

#### 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.

The statutory advertisements are published here for information, allowing members to see the content of each order as advertised.

#### 8. REPORT AUTHOR DETAILS

Graeme McKenzie  
Technical Officer  
[gmckenzie@aberdeencity.gov.uk](mailto:gmckenzie@aberdeencity.gov.uk)  
(01224) 538069

## Appendix 1

### ABERDEEN CITY COUNCIL

#### ROAD TRAFFIC REGULATION ACT 1984

#### THE ABERDEEN CITY COUNCIL (CHARLESTON ROAD NORTH AREA, COVE, ABERDEEN) (TRAFFIC MANAGEMENT AND WAITING RESTRICTIONS) ORDER 201(X)

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 traffic management measures in the Charleston Road North Area, Cove, Aberdeen, all as indicated in the schedule below (where the nature of the measure in each case is also indicated).

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 from 10 July, 2013, to 7 August, 2013, 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, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July, 2013, to 7 August, 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

#### Schedule

**A956 Wellington Road / South Loistron Road Junction** – This junction will be closed and in place a new length of Cycle/Pedestrian Track constructed to link the existing lengths of track on Wellington Road.

**Whitehills Lane West** – A one-way system will operate on this road with vehicles only able to enter the road from Charleston Road North, thereafter travelling northwards, then eastwards, and exiting on to Langdykes Avenue.

**Charleston Road North, Langdykes Avenue, Newlands Crescent, Newlands Lane North, Newlands Lane South, Wellington Green, Wellington Terrace, Whitehills Close, Whitehills Lane South, and Whitehills Lane West** – There will be certain lengths of prohibition of waiting at any time on these roads.

**ABERDEEN CITY COUNCIL**

**ROAD TRAFFIC REGULATION ACT 1984**

**THE ABERDEEN CITY COUNCIL (PORTLAND STREET, ABERDEEN)  
(PROHIBITION OF WAITING) ORDER 201(X)**

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 on the length of Portland Street that provides access to the car parks serving property nos. 15 to 215 Portland Street. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

Full details of the proposal are to be found in the draft order, together with a map showing the intended measure and an accompanying statement of the Council's reasons for promoting the measure. These documents may be examined during normal office hours on weekdays from 10 July, 2013, to 7 August, 2013, 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, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July, 2013, to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

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 (CRAIGIEBURN PARK, ABERDEEN) (20 MPH SPEED LIMIT) ORDER 201(X)**

Aberdeen City Council proposes to make “The Aberdeen City Council (Craigieburn Park, Aberdeen) (20 mph Speed Limit) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a 20 mph speed limit on Craigieburn Park, Aberdeen for its entirety.

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 10 July and 7 August 2013, 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 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

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 (WESTBURN CRESCENT, ABERDEEN)  
(PROHIBITION OF WAITING) ORDER 201(X)**

Aberdeen City Council proposes to make “The Aberdeen City Council (Westburn Crescent, Aberdeen) (Prohibition of Waiting) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a prohibition of waiting at any time on a certain length of Westburn Crescent, Aberdeen, as defined in the schedule below replacing an existing length of ‘Residents only’ parking bay. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

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 10 July and 7 August 2013, 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 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July and 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

**Schedule**

**Westburn Crescent**

South side, from a point 5 metres west of its junction with Westburn Drive, westwards for a distance of 18 metres

## ABERDEEN CITY COUNCIL

### ROAD TRAFFIC REGULATION ACT 1984

#### **THE ABERDEEN CITY COUNCIL (EARLSPARK AVENUE, EARLSPARK CIRCLE, EARLSPARK WAY, BIELDSIDE, ABERDEEN) (20MPH SPEED LIMITS) ORDER 201(X)**

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 provide for regulatory 20mph speed limits on Earlsparck Avenue, Earlsparck Circle and Earlsparck Way, **with associated raised speed reducing tables on Earlsparck Avenue.**

Each speed reducing table will be established under the Roads (Scotland) Act 1984 and be 0.1 metres in height and 5 metres in length. The position of these features is highlighted in the schedule below.

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 24 April and 22 May 2013, 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, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 24 April to 22 May 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

#### **Schedule (Position of raised speed reducing tables)**

##### **Earlsparck Avenue**

From 7 metres north of its junction with Earlsparck Road, northwards for a distance of 5 metres.

From 3 metres south of its junction with Earlsparck Circle, southwards for a distance of 5 metres.



## ABERDEEN CITY COUNCIL

### ROAD TRAFFIC REGULATION ACT 1984

#### THE ABERDEEN CITY COUNCIL (KINGSWOOD DRIVE, KINGSWELLS, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Kingswood Drive, Kingswells, Aberdeen) (Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose prohibitions of waiting at any time on any day on certain lengths of Kingswood Drive, Aberdeen (as defined in the schedule below). Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

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 12 April and 3 May 2013, 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 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 12 April to 3 May 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

#### Schedule

##### Kingswood Drive

West side, from 11 metres north its junction with Kingswells Avenue, southwards for a distance of 97 metres.

East side, from its junction with Kingswells Avenue, southwards for a distance of 80 metres.

**ABERDEEN CITY COUNCIL**

**ROAD TRAFFIC REGULATION ACT 1984**

**THE ABERDEEN CITY COUNCIL (PARKING PLACES) (CHARGING  
POINTS FOR ELECTRIC VEHICLES IN OFF-STREET CAR PARKS)  
ORDER 201(X)**

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 parking bays for exclusive use by electric vehicles in the following off-street Council Car Parks: - Chapel Street, Frederick Street, Gallowgate, Marischal College and West North Street. Each of the bays at these locations shall be available only for the purpose of parking and actively charging an electric vehicle by connecting, via a recharging lead, to a charging post adjacent to the parking bay.

Full details of the proposal are to be found in the draft order and an accompanying statement of the Council's reasons for promoting them. These documents may be examined during normal office hours on weekdays from 10 July, 2013, to 7 August, 2013, 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, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July, 2013, to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

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 (PARKING PLACES IN SCLATTIE PARK  
CAR PARK, BUCKSBURN, ABERDEEN) (CHARGING POINTS FOR  
ELECTRIC VEHICLES) ORDER 201(X)**

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 two parking bays for exclusive use by electric vehicles in Sclattie Park Car Park, Bucksburn, Aberdeen. Each of the bays at this location shall be available only for the purpose of parking and actively charging an electric vehicle by connecting, via a recharging lead, to a charging post adjacent to the parking bay. The maximum period of waiting in these parking bays would be two hours, with no return within one hour.

Full details of the proposal are to be found in the draft order and an accompanying statement of the Council's reasons for promoting them. These documents may be examined during normal office hours on weekdays from 10 July, 2013, to 7 August, 2013, 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, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July, 2013, to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

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 (PARKING PLACES IN KINGSWELLS  
PARK & RIDE CAR PARK, KINGSWELLS, ABERDEEN) (CHARGING  
POINTS FOR ELECTRIC VEHICLES) ORDER 201(X)**

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 two parking bays for exclusive use by electric vehicles in the Kingswells Park & Ride Car Park, Kingswells, Aberdeen. Each of the bays at this location shall be available only for the purpose of parking and actively charging an electric vehicle by connecting, via a recharging lead, to a charging post adjacent to the parking bay.

Full details of the proposal are to be found in the draft order and an accompanying statement of the Council's reasons for promoting them. These documents may be examined during normal office hours on weekdays from 10 July, 2013, to 7 August, 2013, 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, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July, 2013, to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

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 (DUBFORD GARDENS/CYPRESS GROVE)(REDETERMINATION OF MEANS OF EXERCISE OF PUBLIC RIGHT OF PASSAGE) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Dubford Gardens/Cypress Grove)(Redetermination of Means of Exercise of Public Right of Passage) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to redetermine the means of exercise of the public right of passage over certain length of footpath on Cypress Grove connecting to Dubford Gardens, detailed in the schedule below so that these lengths of road become cycle track to be used by persons on foot and pedal cycle only.

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 10 July and 7 August 2013, 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 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

#### Schedule

INTERPRETATION – In this Schedule:

“Plan 01” means the plan numbered ACC/TRO/02/2013 and is entitled “The Aberdeen City Council (Dubford Gardens/Cypress Grove)(Redetermination of Means of Exercise of Public Right of Passage) Order 201(X)” signed with reference to this order and deposited at the offices of the Aberdeen City Council 74-76 Spring Garden, Aberdeen.

#### **Roads over which means of exercise of public right of passage is to be redetermined – Aberdeen**

That length of footway on Cypress Grove connecting to Dubford Gardens, as indicated by sawtooth hatching between the points marked ‘A’ and ‘B’ on Plan 01.

**ABERDEEN CITY COUNCIL**

**ROAD TRAFFIC REGULATION ACT 1984**

**THE ABERDEEN CITY COUNCIL (SCOTSTOWN/JESMOND AREA)(VARIOUS FOOTWAYS)(REDETERMINATION OF MEANS OF EXERCISE OF PUBLIC RIGHT OF PASSAGE) ORDER 201(X)**

Aberdeen City Council proposes to make "The Aberdeen City Council (Scotstown/Jesmond Area) (Various Footways) (Redetermination of Means of Exercise of Public Right of Passage) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to redetermine the means of exercise of the public right of passage over certain lengths of Jesmond Drive, Scotstown Road and various short sections off adjoining streets, detailed in the Schedule below so that these lengths of road become cycle track to be used by persons on foot and pedal cycle only.

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 10 July and 7 August 2013, 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 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

**Schedule**

INTERPRETATION – In this Schedule:

"Plan 01" means the plan numbered ACC/TRO/01/2013 and entitled "The Aberdeen City Council (Scotstown/Jesmond Area)(Various Footway)(Redetermination of Means of Exercise of Public Right of Passage) Order 201(X)" signed with reference to this order and deposited at the offices of the Aberdeen City Council 74-76 Spring Garden, Aberdeen.

**Roads over which means of exercise of public right of passage is to be redetermined – Aberdeen**

That length of footway on the south side of Jesmond Drive from a point 63m west of its junction with Foveran Rise, eastwards to its junction with Scotstown Road, as indicated by the sawtooth hatching between the points marked 'A' and 'B' on Plan 01. This includes short sections of road (as shown on plan) that have junctions with Jesmond Drive, these are; Collieston Avenue, Jesmond Avenue, Jesmond Road and Foveran Rise.

That length of footway on the east side of Scotstown Road from its junction with Dubford Road, southwards for a distance of 205m, as indicated by sawtooth hatching between the points marked 'C' and 'D' on Plan 01.

## ABERDEEN CITY COUNCIL

### ROAD TRAFFIC REGULATION ACT 1984

#### THE ABERDEEN CITY COUNCIL (DISABLED PERSONS' PARKING PLACES IN ABERDEEN) (REGULATORY PARKING PLACES) (NO 3) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen) (Regulatory Parking Places) (No 3) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984 and its duties under the Disabled Persons' Parking Places (Scotland) Act 2009.

The effect of the order is to establish regulatory on-street parking places in the streets listed in the schedule below.

In each case, a single on-street parking place – reserved for the exclusive use of any blue badge holder – will be established on the street in question, except that, where a bracketed numeral appears after a street name, that number will refer to the number of parking places intended for that street.

The schedule also includes a number of off-street car parks where disabled persons' spaces are being made regulatory.

The draft order, 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 from 10 July, 2013, to 7 August, 2013, 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 538050) 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](mailto:TrafficManagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July, 2013, until 7 August, 2013, 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

#### SCHEDULE

##### On-Street

Altonrea Gardens, Balnagask Road, Brebner Terrace, Cadenhead Place, Coronation Road, Covenanters Drive, Craigie Street, Craigievar Place, Davidson Drive, Deansloch Terrace, Deevale Terrace, Faulds Gate, Findhorn Place, Forbesfield Road (2), Fowler Avenue, Frogghall Road, Grampian Road, Hazlehead Place, Hillocks Way, Hilton Road, Holburn Street, Kincorth Place, Lang Stracht, Mansefield Place, Mastrick Drive, Mastrick Road, North Anderson Drive, Oldcroft Place, Provost Graham Avenue, Raeden Crescent, School Drive, Seafield Drive West, St Peter's Court, Taransay Crescent, Upper Mastrick Way, Woodend Drive

##### Off-Street

Castleton Drive, Dempsey Terrace, Fairley Road, Piries Court, Rose House, Taransay Crescent, 105-107 Urquhart Road (8), Wingate Road

## **ABERDEEN CITY COUNCIL**

### **DISABLED PERSONS' PARKING PLACES (SCOTLAND) ACT 2009**

#### **THE ABERDEEN CITY COUNCIL (DISABLED PERSONS' PARKING PLACES, ROSEMOUNT VIADUCT, ABERDEEN) (REGULATORY PARKING PLACES) ORDER 201(X)**

Aberdeen City Council proposes to make "The Aberdeen City Council (Disabled Persons' Parking Places, Rosemount Viaduct, Aberdeen) (Regulatory Parking Places) Order 201(X)" in terms of its powers under the Disabled Persons' Parking Places (Scotland) Act 2009.

The effect of the order is to establish a total of 7 regulatory on-street parking places on Rosemount Viaduct, Aberdeen.

Each on-street parking place, reserved for the exclusive use of any Blue Badge holder, will be operational from 17:00 – 23:59, Monday to Friday inclusive. Out with these hours, existing "At any time" waiting restrictions will apply.

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 from 17 July, 2013, to 14 August, 2013, 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, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 17 July, 2013, to 14 August, 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

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 (DUTHIE PARK, ABERDEEN) (PARKING MANAGEMENT) ORDER 201(X)**

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 limit the period of time a vehicle can be parked in the Duthie Park, Aberdeen, to three hours, with no return within one hour. The aforementioned restriction will be in operation from Monday to Friday, between the hours of 8am and 4pm. A vehicle, which displays in a relevant position a disabled persons' badge, shall be exempt from compliance with any limitation on time during which a vehicle may be left in a parking bay. The Council may also reserve a suitable number of parking bays for invalid carriages or disabled persons' vehicles. A number of parking bays may also be reserved for exclusive use by electric vehicles, albeit these vehicles would still be subject to the same time limited waiting and would also have to be actively charging by connecting, via a recharging lead, to a charging post adjacent to the parking bay.

Full details of the proposal are to be found in the draft order and an accompanying statement of the Council's reasons for promoting them. These documents may be examined during normal office hours on weekdays from 10 July, 2013, to 7 August, 2013, 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, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July, 2013, to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

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 (CRAIGIE STREET, ABERDEEN) (PAY & DISPLAY) ORDER 201(X)**

Aberdeen City Council proposes to make “The Aberdeen City Council (Craigie Street, Aberdeen) (Pay & Display) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to extend the length of the existing Pay & Display bay on Craigie Street to allow an additional parking space as defined in the schedule below.

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 10 July and 7 August 2013, 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 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July and 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

#### **Schedule**

##### **Craigie Street**

South side, from a point 19 metres west of its junction with George Street, westwards for a distance of 12 metres.

## **ABERDEEN CITY COUNCIL**

### **ROAD TRAFFIC REGULATION ACT 1984**

#### **THE ABERDEEN CITY COUNCIL (POWIS LANE, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)**

Aberdeen City Council proposes to make "The Aberdeen City Council (Powis Lane, Aberdeen) (Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to extend an existing length prohibition of waiting at any time on Powis Lane, Aberdeen (as specified in the schedule below). This will lead to the removal of an existing length of residential parking bay. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

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 10 April and 1 May 2013, 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 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 April to 1 May 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

#### **Schedule**

##### **Powis Lane**

East side, from 47 metres south (when following the road verge) of its northern junction with Powis Place, south-eastwards for a distance of 21 metres.

## Appendix 2

### The Aberdeen City Council (Powis Lane, Aberdeen) (Prohibition of Waiting) Order 201(X) – Objections

**Sent:** 18 April 2013 23:29

**To:** TrafficManagement

**Subject:** Objection to plans to remove parking spaces in Powis Lane

Dear Sir/Madam,

I am currently a resident at 57 Powis Place. I would like to formally reject the plans to remove parking spaces in Powis Lane. At this current point in time there are not enough parking spaces for all of the residents who require them, yet we all pay £80 for a permit to allow us to park there. Frequently I have to park overnight on Powis Place, however my car cannot be there after 8am so this means that on my days off I have to get up early to relocate my car. I find this infuriating given that I pay to have a place to park. You can imagine my surprise then when a neighbour told me of the plans to remove two of the available spaces.

I understand there has been a request for this to happen to aid one individual, however by granting this request you are penalising the rest of the residents who already struggle to find spaces to park despite us all paying large amounts of money to the council for this 'privilege'.

I urge you to see sense and realise that you should be considering plans to make more parking available instead of removing the few spaces we have.

Thanks

Gemma Short

Mr David I Dunbar  
45A Powis Place  
Aberdeen  
AB25 3TS

19 April 2013

Ms. Jane MacEachran  
Head of Legal and Democratic Services  
Aberdeen City Council  
Town House  
Aberdeen

Dear Ms MacEachran

**PROHIBITION OF CAR PARKING – POWIS LANE, ABERDEEN**

I am writing this letter of objection with reference to the above removal of two parking spaces in Powis Lane, Aberdeen.

There are already very limited parking spaces on Powis Lane and no parking through the day on Powis Place. I work a shift pattern of days/nights and I find it very difficult to park near to my flat. As I pay £80.00 to park my car I don't think it unreasonable that I should be able to park close by. There are often cars/vans parked with no Parking Permit.

I believe the reason for the two parking spaces to be taken away is as a result of one elderly gentleman who has difficulty getting his car out of his garage. May I point out that he has managed this manoeuvre many times over the last few years.

Perhaps as a compromise you would be willing to look into the possibility of removing one space instead of two. I have spoken to the gentleman concerned and he is in agreement that one space would meet his needs.

I thank you for your consideration with regard to this matter.

Yours sincerely

David I Dunbar

Jane McEulinen  
Head of Legal and Democratic Services  
Aberdeen City Council  
Town House  
Aberdeen

[trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk)

19th April 2013

Dear Ms. McCachran,

**RE: OBJECTION TO THE ABERDEEN CITY COUNCIL (POWIS LANE ABERDEEN)/(PROHIBITION OF WAITING ORDER) 201(X)**

We wish to object to Aberdeen City Council's above proposal.

Our reason for this objection is the removal of 21 meters of existing residential parking from our Powis Lane. This in an area that is already poorly provided for by the Aberdeen City Council.

Yours sincerely

Building Number:		Powis Place, Aberdeen.		
Flat Nr.	Objector Name (PLEASE PRINT)	e-mail address	Telephone Nr.	Signature
43E	ROBIN CAMPBELL			
43A	JAMES MUNRO			
43d	BILL RENNIE			

Jane McEwen  
Head of Legal and Democratic Services  
Aberdeen City Council  
Town House  
Aberdeen

trafficmanagement@aberdeencity.gov.uk

19th April 2013

Dear Ms. McEwen,

**RE: OBJECTION TO THE ABERDEEN CITY COUNCIL (POWIS LANE ABERDEEN) (PROHIBITION OF WAITING ORDER) 2011/13**

We wish to object to Aberdeen City Council's above proposal.

Our reason for this objection is the removal of 21 meters of existing residential parking from our Powis Lane. This is an area that is already poorly provided for by the Aberdeen City Council.

Yours sincerely

Building Number:		Powis Place, Aberdeen.		
Flat No.	Objector Name (please print)	e-mail address	Telephone No.	Signature
55	MR S MICHAEL			
55	MR G MICHAEL			
55	MR D. BAIN			
55	MR D. RYAN			
55	Mrs A Michael	01753 442118 abern@bain		

**From:** Gordon Reid  
**Sent:** 23 April 2013 13:35  
**To:** TrafficManagement  
**Subject:** (POWIS LANE ABERDEEN)( PROHIBITION OF WAITING ORDER)  
201(X)

I wish to object to Aberdeen City Council's above proposal.  
My reason for objection is the removal of an existing length of residential parking bay will make it even more difficult for me to park my car near my house.  
I already pay £80 a year to park outside my house and with even less spaces will probably result in more people trying to park on George Street or other nearby streets instead. This will not resolve the problem just move it to the other nearby streets.

Regards,

Mr Gordon Reid



Jane McEachran  
Head of Legal and Democratic services  
Aberdeen City Council  
Town House  
Aberdeen

23/04/2018

**POWIS LANE ABERDEEN (PROHIBITION OF WAITING ORDER) 201 (X)**

I wish to object to Aberdeen City's Councils above proposal.

My first reason for objection is that there is currently only 7 parking spaces for the whole of Powis Lane. We can't afford to have less. This works out to about 7 spaces for around 50 flats on Powis Lane. It's already very difficult to get a space.

My second reason, is why should everyone else in the street have to have less parking because someone can't reverse into their garage properly. There is more than enough space for the gentleman concerned to get into his garage. I do not see why a whole street should suffer to make one man life a bit easier. He should have to pay to have his garage adjusted, not take parking spaces away from everyone else that are already scarce.

Please feel free to contact me if you have any further questions.

I appreciate your time

Yours truly,

Graeme Paterson (Owner of 35E Powis Place)

**Sent:** 01 May 2013 07:08  
**To:** TrafficManagement  
**Subject:** FAO Jane McEachran, Objection to the Aberdeen City Council (Powis Lane Aberdeen) (Prohibition of Waiting Order) 201(X)

Good morning

I am writing to lodge my objection to the removal of 21 meters of existing residential parking from our Powis Lane. The residents of Powis Place are already suffering from a lack of parking and the removal of these spaces will force more cars onto Powis Place where parking times are restricted or more significantly to park some distance from our homes.

When the permit parking came into force we lost a significant number of meterage where we could park in Powis Lane and this is only making the situation worse. Why is the parking being removed?

On the east side of Powis Place there is a large underused car park which could be used by Powis Place residents.

I would request you reconsider the decision to remove the parking spaces and look into the possibility of Powis Place residents on the west side to have access and permission to use the car park on the east side of Powis Place.

Our block have posted our objections but are unsure if it will reach the office in time.

Yours sincerely

Louise Doherty

1/L  
53a Powis Place  
ABERDEEN  
AB25 3TT

Sent: 01 May 2013 08:56  
To: TrafficManagement  
Subject: Powis Lane Aberdeen (Prohibition of waiting order) 201(X)

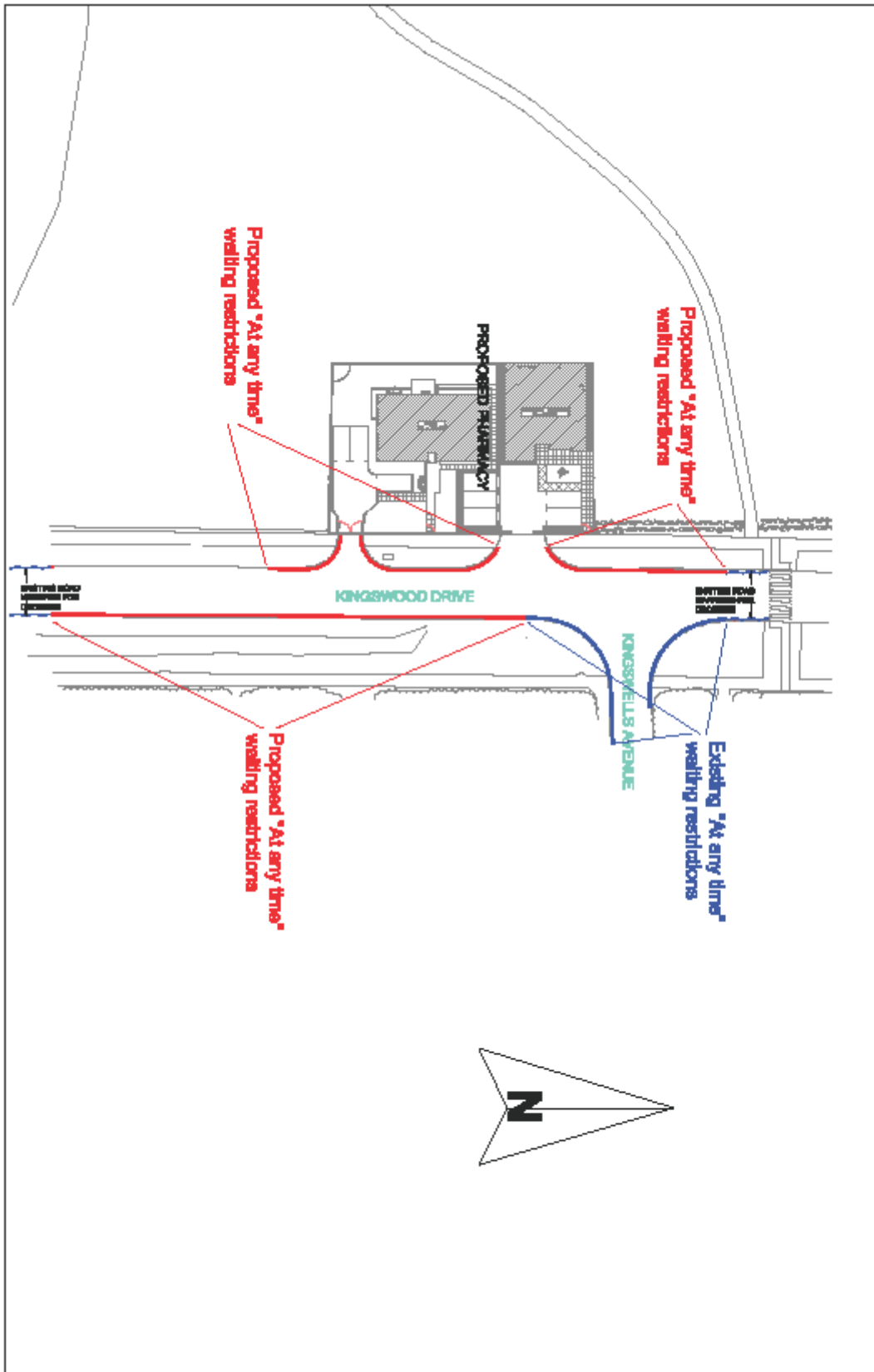
Good Day,

I wish to object to Aberdeen City Councils above proposal. My reason for objection is the removal of an existing length of residential parking bay, which would result from the above proposal, in an area where parking is already scarce!

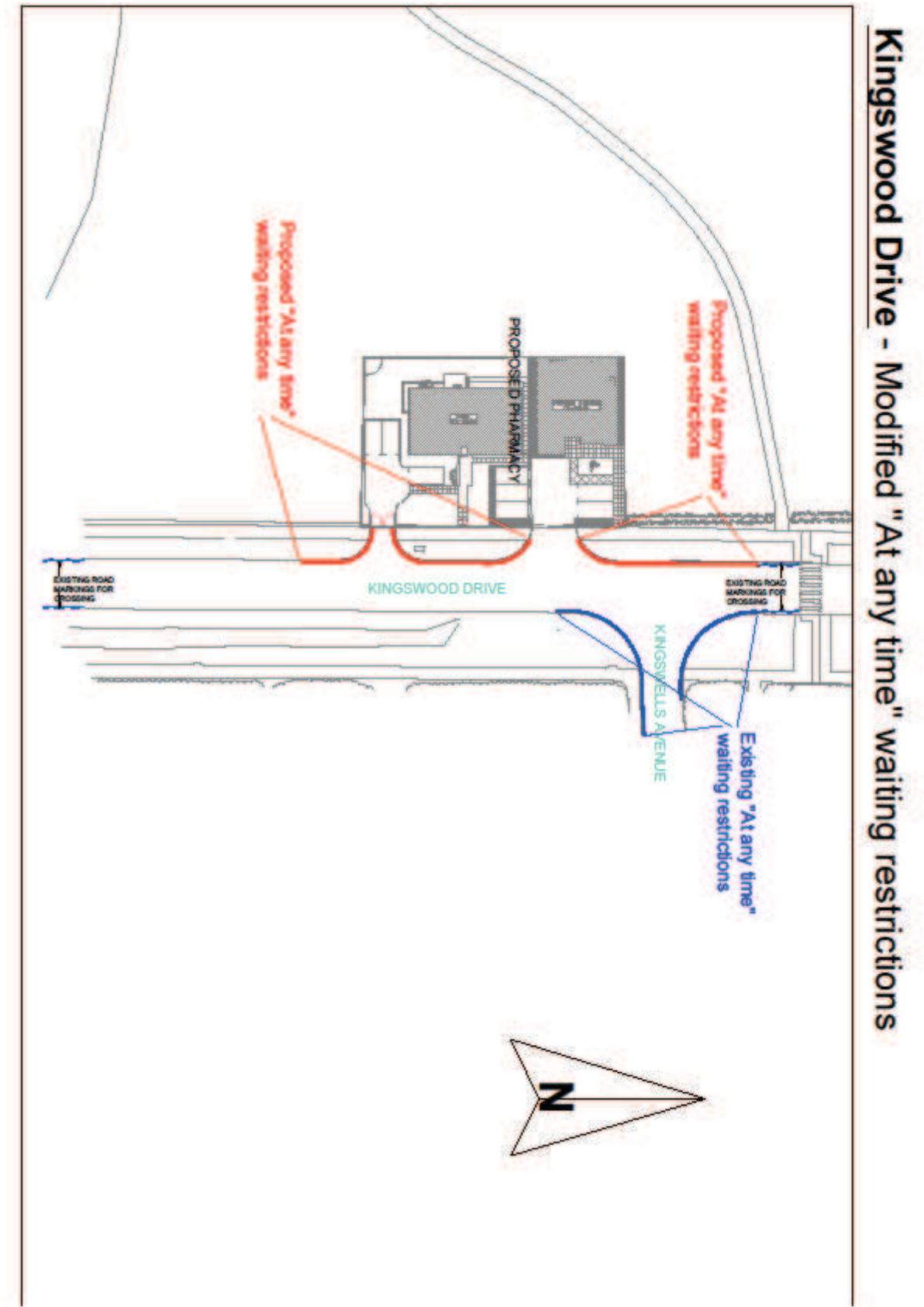
Scott Watson  
65C Powis Place

**Appendix 3 – Original proposal for Kingswood Drive, Kingswells**

**Kingswood Drive - Proposed "At any time" waiting restrictions**



**Appendix 4 – Modified proposal for Kingswood Drive, Kingswells**



**Kingswood Drive - Modified "At any time" waiting restrictions**

**Appendix 5**



**Powis Lane - Proposed length of prohibition of waiting at any time to replace length of 'permit holder only' parking**

**Appendix 6**

**Powis Place - Proposed changes to parking restrictions**



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## ABERDEEN CITY COUNCIL

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COMMITTEE	<b>Enterprise, Planning and Infrastructure</b>
DATE	<b>29<sup>th</sup> August 2013</b>
DIRECTOR	<b>Gordon McIntosh</b>
TITLE OF REPORT	<b>Market Street / Guild Street Junction – Rationalisation of Turning Movements to Improve Capacity (Final Stage of Statutory Process)</b>
REPORT NUMBER:	<b>EPI/13/121</b>

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### **1. PURPOSE OF REPORT**

This report deals with the results of the Initial Statutory Consultation along with the results of the Public Advert. The public notice is included (Appendix 1), from which members will be able to see the exact content of the proposals. Also, where applicable, the letters of objection are also attached (Appendix 2).

### **2. RECOMMENDATION(S)**

It is recommended this Committee:-

- (i) in relation to The Aberdeen City Council (Market Street / Guild Street, Aberdeen)(Rationalisation of Turning Movements) Order 201(X), overrule the objection received and approve this order be made as originally envisaged.

### **3. FINANCIAL IMPLICATIONS**

Funding has been identified within the Road Safety & Traffic Management budget for 2013/14 to allow for the necessary physical alterations to the geometry of the Market Street/Guild Street junction as well as modifying various directional signs. The cost of these works has been estimated at £18,000. The cost for promoting this permanent order has been accommodated within the existing budget.

### **4. OTHER IMPLICATIONS**

It is anticipated that the introduction of a permanent ban on the movement of vehicles westbound from Virginia Street into Guild Street will reduce the potential for traffic conflicts at this busy junction and will

improve junction efficiency thereby reducing congestion, delays and air pollution. The efficiencies attained from the revised junction arrangements will support the aims of the policy document Aberdeen – the Smarter City, to improve the environment and transport connections.

## **5. BACKGROUND/MAIN ISSUES**

At its Committee on 6<sup>th</sup> November 2012 approval was granted to introduce a temporary ban on the movement of vehicles westbound from Virginia Street into Guild Street from the 19/11/12 until 28/1/13, additionally requesting Officers to report back to the next Committee the results of this temporary ban showing its effectiveness.

The results of this temporary ban was then presented to Committee on 22 January 2013, with a recommendation that approval be given to commence the legal process to introduce a permanent ban on the movement of vehicles westbound from Virginia Street into Guild Street.

This section has now been sub-divided into the results for Initial Statutory Consultation and that of the Public Consultation.

### **5.1 Initial Statutory and Public Consultation**

#### **The Aberdeen City Council (Market Street / Guild Street, Aberdeen) (Rationalisation of Turning Movements) Order 201(X)**

##### **5.1.1 Objection to the proposal to remove the movement of vehicles travelling westbound on Virginia St in to Guild Street.**

An objection has been received from the Aberdeen Cycle Forum (ACF) to the above mentioned order.

ACF expresses the following points with regard to the proceeding of the legal procedures:

1. ACF feel that the consultation required to be carried out with stakeholders, as instructed by November Committee, was not completed correctly as ACF had not been consulted at all prior to reporting back to the January Committee.
2. There was no impact assessment on cyclists carried out, which should have covered safety impacts due to cyclists being diverted onto other, longer routes and possible mitigation measures.
3. At a meeting with Officers and the ACF on 7<sup>th</sup> March 2013, officers agreed to investigate an on-demand option within the traffic signal sequence. Subsequently ACF were informed that this would have a significant negative impact on the operation of a junction, but when asking for the results of this assessment they were not supplied.

4. It had been suggested to upgrade the pelican crossing on Virginia Street to a Toucan crossing, but for this to be of any benefit it would require to be part of a package of measures which has not been forthcoming.
  5. Ultimately this process has not reflected the fact that encouraging cycling is a strategic priority for Aberdeen City Council.
- 5.1.2 Support to the proposed introduction of a permanent ban on the movement of vehicles westbound from Virginia Street to Guild Street has been received from 3 statutory bodies; NESTRANS, Police Scotland and Grampian Fire and Rescue.
  - 5.1.3 No statutory objections have been received in relation to the public consultation.
- 5.2 Response to objection (Aberdeen Cycle Forum)

#### Point 1

As requested by Committee, a consultation was carried out with all relevant stakeholders with the results submitted back to the 22<sup>nd</sup> January 2013 Committee. Within this report initial comments received from the Aberdeen Cycle Forum (ACF) were included, although it subsequently transpired these were not intended to form the basis of ACF's response to the proposal.

#### Points 2

An assessment on how cyclists could still travel in a westerly direction from Virginia Street and Trinity Quay was considered. This could be achieved by the upgrade of the existing puffin crossing on Virginia Street to a Toucan crossing and the utilisation of the existing dual use path which runs parallel to Virginia Street and Guild Street from Ship Row to The Green Area. Although not a direct route, this route is considered to have significantly less of a safety impact on cyclists.

Allowing an exception for cyclists to make the westbound movement at the Virginia Street / Market Street junction would mean a loss of effective green time which would have a similar impact on the junction efficiencies as its previous configuration. In doing this it would also place them in direct conflict with right turning vehicles from Guild Street to Market Street that would move away from this junction quicker and may risk turning against the flow of any cyclists.

#### Point 3

Discussions held with ACF and Councillor Ross Thomson on 7<sup>th</sup> March 2013, following the Committee meeting, confirmed that ACF would have a further opportunity to comment on the proposals during the statutory consultation process to promote any Traffic Regulation Order. While Officers agreed to look into the feasibility of an on-demand

option, it was highlighted at the time that this option was not considered viable. Vehicular movement surveys for Virginia Street to Guild Street confirmed Officers concerns' regarding the viability of installing an on-demand option with results recording one cyclist travelling during both the am and pm peak periods at this location.

#### Point 4

The upgrade of the existing puffin on Virginia Street to a Toucan crossing would allow cyclists to cross Virginia Street unhindered and utilise the existing cycle route on Shore Brae / Ship Row, although this may add additional journey time, it is considered to be very minimal. This alternative route would take cyclists away from an extremely busy junction and the traffic conflicts associated with negotiating a three lane approach to traffic signals thereby improving the safety of cyclists.

#### Point 5

As stated above an alternative route is available to cyclists who wish to continue their journey from Virginia Street westwards towards Guild Street.

Over the last six months a temporary order has been in place and has been seen to deliver improved junction operation and contributed to the efficiency of the Market Street / Virginia Street corridor. During the first few months of operation in the morning and evening peak periods the extended queues along Virginia Street back onto the Beach Boulevard and on King Street, that have been seen in previous years, have not occurred with the same frequency. In addition congestion and delays on Guild Street were reduced with Stagecoach reporting they were finding it easier to gain access onto the road network and turn right from Guild Street into Market Street.

For full details on the Trial results from the period of November 2012 to end of January 2013 please see the report submitted to Committee on 21<sup>st</sup> January 2013.

Given the aforementioned, it is recommended the objection to this order be overruled and the order be implemented as originally envisaged.

## **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**

Report submitted to Enterprise Planning and Infrastructure Committee on 6 November 2012:

[http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=2523  
&T=10](http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=2523&T=10)

Minute of Enterprise Planning and Infrastructure Committee meeting 6<sup>th</sup>  
November 2012:

[http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=2523  
&T=1](http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=2523&T=1)

Report submitted to Enterprise Planning and Infrastructure Committee  
on 22<sup>nd</sup> January 2013:

[http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=7567  
&T=9](http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=7567&T=9)

Minute of Enterprise Planning and Infrastructure Committee meeting  
22<sup>nd</sup> January 2013:

[http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=2524  
&T=1](http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=2524&T=1)

## **8. REPORT AUTHOR DETAILS**

Scott Ramsay  
Technical Officer  
Planning & Sustainable Development  
Enterprise, Planning & Infrastructure

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Tel. (01224) 523463

## **Appendix 1**

### **ABERDEEN CITY COUNCIL**

#### **ROAD TRAFFIC REGULATION ACT 1984**

##### **THE ABERDEEN CITY COUNCIL (MARKET STREET/GUILD STREET, ABERDEEN) (RATIONALISATION OF TURNING MOVEMENTS) ORDER 201(X)**

Aberdeen City Council proposes to make “The Aberdeen City Council (Market Street/Guild Street, Aberdeen) (Rationalisation of Turning Movements) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a prohibition on the movement of vehicles westbound from Virginia Street into Guild Street. That is to say westbound vehicles on Virginia Street will only be permitted to turn left on to Market 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 10 July and 7 August 2013, 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 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to [trafficmanagement@aberdeencity.gov.uk](mailto:trafficmanagement@aberdeencity.gov.uk) during the statutory objection period which also runs from 10 July to 7 August 2013, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

## **Appendix 2**

Dear Mr Cowie

Thank you for your letter of 1 May inviting comment on the traffic management scheme for the Virginia Street/Market Street/Guild Street junction.

The Aberdeen Cycle Forum wishes to object to the commencement of legal procedures for this scheme for the following reasons:

1. The consultation process with stakeholders was mishandled. Committee on 6 November 2012 instructed that cyclists were to be fully consulted as part of the stakeholder consultation. Despite this instruction, ACF was not consulted prior to the Committee decision of 22 January 2013. Moreover, the officers report to that Committee gave the misleading impression that ACF had indeed been consulted. Councillors were accordingly denied the full range of stakeholder views.
2. Officers did not undertake any impact assessment on cyclists. This assessment should have considered safety impacts due to cyclists being diverted onto other, longer routes as well as potential mitigation measures.
3. At a meeting with ACF and Councillor Thomson on March 7th 2013, officers agreed to investigate the suggestion made by ACF for an on-demand option within the traffic signal sequence. Subsequently ACF was informed by officers that such an option would impact too negatively on the operation of the junction. ACF has asked for the details of the analysis behind this conclusion but none has been supplied, raising concerns on our part that a properly conducted analysis of the option has not been undertaken.
4. Officers are suggesting that the existing pelican crossing on Virginia Street be upgraded to a toucan crossing, as if this was somehow a mitigation measure for cyclists. An isolated toucan crossing is meaningless. It has to be part of a package of measures that includes shared path linkages and measures to help cyclists integrate back onto Market Street. No such package has been forthcoming.
5. The process to date has not reflected the fact that encouraging cycling is a strategic priority for Aberdeen City Council.

We regard these as substantial concerns and ACF would like to request a delegation to Committee.

Regards

Derek Williams

Deputy Chair, Aberdeen Cycle Forum.

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## ABERDEEN CITY COUNCIL

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COMMITTEE	<b>Enterprise, Planning &amp; Infrastructure</b>
DATE	<b>29 August 2013</b>
DIRECTOR	<b>Gordon McIntosh</b>
TITLE OF REPORT	<b>Obstructions – Commercial Waste Bins</b>
REPORT NUMBER:	<b>EPI/13/161</b>

---

### 1. PURPOSE OF REPORT

The purpose of this report is to advise the committee of the actions taken to date with regard to addressing the ongoing practice of commercial bins being left on the public road and to consider further enforcement measures to control the indiscriminate obstructions.

### 2. RECOMMENDATION(S)

That the committee

- (i) Endorse the previously approved policy and approve the proposed course of action to actively take enforcement action
- (ii) Approve the proposed charge of £500 for monitoring, uplift, storage, and return or destruction of commercial waste bins.

### 3. FINANCIAL IMPLICATIONS

The existing charges for removal, return and storage of commercial waste bins do not meet the enforcement costs and this is evident from the increasing levels of infringements. The proposed costs would be considered to meet the enforcement costs and would allow a more robust and immediate approach to enforcement.

### 4. OTHER IMPLICATIONS

Should enforcement not be progressed or remains limited it may have a detrimental impact on environmental health, the local built environment and accessibility, particularly for the less able within our community.

## 5. BACKGROUND/MAIN ISSUES

- 5.1 At its meeting of the 9<sup>th</sup> June 2009 the Policy and Strategy Committee approved a policy for the management of commercial waste bins across the city and instructed officers to proceed with enforcement of the Policy from 1<sup>st</sup> December 2009. A summary of the approved policy is appended for information
- 5.2 In line with the adopted policy letters were sent to commercial premises within the city centre who were noted to be causing an offence, advising them of their obligations with respect to storage and management of their waste bins and that action would follow should they continue with the current practices.
- 5.3 Officers have also visited individual premises on a number of occasions to provide advice and instruction with regard to the need to comply with the environmental and roads regulations. A limited number of fines were initially issued by Environmental officers but this practice has not been sustained because of organisational changes.
- 5.4 Due to resource implications and issues relating to the coordination of the various services required to rigorously enforce the policy further action to date has been restricted.
- 5.5 A recent survey and review of the city centre has indicated a significant increase in the depositing of commercial bins on the footways. It is therefore felt that the current low profile approach has not produced the necessary results and that actions using the full extent of the legislative powers available should be implemented to resolve the current problems.
- 5.6 It is considered that the use of the statutory powers given to this Council as the Roads Authority under the Roads (Scotland) Act 1984 would be the most effective instrument to use to take forward a robust enforcement regime.
- 5.7 Road occupations are currently controlled and managed by the granting of permissions with the application of a set of fees where permission is given and substantial surcharges when non compliance has been identified.
- 5.8 In line with the current policy is proposed that where a commercial waste bin has been placed on the road in contravention of the appropriate legislation and the owner or responsible person has not removed it following notification from the Council as Roads Authority of the offence, that the bin be removed to a secure store after disposal of waste with a charge applied in relation to that action.

- 5.9 The recovery of costs for the removal, storage and return of a bin to the owner was previously set in 2009 at £100 for removal, £100 for return and £10 per day for storage. Whilst these charges are substantial it is considered they would do meet the cost of enforcement incurred by this council and do not represent a significant deterrent. A factor in proactively managing street occupation obstructions where surcharges ranging from £300 - £600 have been introduced and approved by committee, have had a significant success in reducing the level of enforcement required and in the main have achieved the desired result in minimizing non compliance.
- 5.10 For the enforcement service to be self funding it is considered that a revised set of costs be introduced and in this respect and it is proposed that a new single charge of £500 for uplift with the £10 daily charge for storage maintained be approved. The Council would not return bins as they would have to be collected from the storage area either by the property occupier or the collection service provider. Whoever collects the bin will have to provide evidence as to ownership at the time of collection.
- 5.11 It will be noted that any bin uplifted to store would only be returned on the basis that a suitable alternative bin location has been agreed with officers and meets the legislative requirements. Any bin not uplifted within 10 working days would be destroyed.

## 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.

These 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.

The proposal aims to improve health and environment issues for local communities.

## 7. BACKGROUND PAPERS

Committee Report to Policy and Strategy 9<sup>th</sup> June 2009 – Control of Commercial Waste Storage

8. REPORT AUTHOR DETAILS

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Traffic Management  
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E-mail: [raymondm@aberdeencity.gov.uk](mailto:raymondm@aberdeencity.gov.uk)

## **Appendix**

### **Approved Policy**

- All commercial premises are to be informed of their responsibilities under the terms of the Environmental Protection Act 1990 as to the requirement that it is their responsibility to ensure that they have proper storage, within the bounds of their property, for the storage of refuse.
- In the event that a bin is left out in the street after 1100 hrs on any day of the week the business in question will be requested to remove the bin within 24 hrs. Any further transgressions will result in the business being served notice under the terms of Section 87 of the Roads (Scotland) Act 1984 to remove bin within 24 hours. To avoid further abuse the notice will apply for a period of 6 months from day of issue.
- Those businesses who do not comply with the notice will have their bin removed by the Council and a charge given to the businesses for the removal, storage and their return. This charge will be £100 for removal, £10 / day for storage and £100 for return.
- In the event that waste materials are left out with a storage bin a £50 Fixed Penalty Notice will be applied under the terms of the Environmental Protection Act 1990 (Section 34).

**Consultees comments**

Enterprise, Planning and Infrastructure Committee

**Report number EPI/13/161**

**Convener: Councillor Barney Crockett - email sent 2/08/13**

**Vice Convener: Councillor Ramsay Milne - email sent 02/08/13**

**Local Members**

**All Councillors consulted - email sent 02/08/13**

Councillor Morrison asked if the offending commercial businesses would be contacted in writing and advised of the increased charge. Agreed that this will be part of the protocol and that all parties would be advised before hand.

All Councillors have been consulted and there has been no other comments

**Council Officers**

Barry Jenkins, Head of Finance 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 and amendments included in the report.

Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership – has been consulted and supports the actions to remove waste bins from the street as it would improve the environment for pedestrians in the city centre and thinks the increased charges are a good start.

Mike Cheyne, Roads Manager has been consulted

Laura Watson, Service Coordinator

Mark Masson, Committee Clerk

## **Consultees comments**

Enterprise, Planning and Infrastructure Committee

**Report number EPI/13/161**

**Convener: Councillor Barney Crockett** - email sent 2/08/13

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### **Local Members**

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**All Councillors consulted** -

email sent 02/08/13

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Councillor Morrison asked if the offending commercial businesses would be contacted in writing and advised of the increased charge. Agreed that this will be part of the protocol and that all parties would be advised before hand.

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All Councillors have been consulted and there has been no other comments

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### **Council Officers**

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Barry Jenkins, Head of Finance has been consulted and amendments have been included in the report in relation to the proposed and current charges.

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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 and amendments included in the report.

---

Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership – has been consulted and supports the actions to remove waste bins from the street as it would improve the environment for pedestrians in the city centre and I think the increased charges are a good start.

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Mike Cheyne, Roads Manager has been consulted

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Carole Jackson, Environmental & Trading Standards Manager has been consulted

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Mark Reilly, Head of Environment Services has been consulted.

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Laura Watson, Service Co-ordinator

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Mark Masson, Committee Clerk

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## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise Planning & Infrastructure
DATE	29 August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	EP&I Service Asset Management Plans Update 2013
REPORT NUMBER:	EPI/13/082

---

### 1. PURPOSE OF REPORT

To seek approval of the updated Service Asset Management Plans for Enterprise Planning & Infrastructure.

### 2. RECOMMENDATION(S)

It is recommended that the Committee approve the updated Service Asset Management Plans for Enterprise Planning & Infrastructure.

### 3. FINANCIAL IMPLICATIONS

There are no immediate financial implications flowing from this Report. However, if implemented the Service priorities identified within the Service Asset Management Plans will have revenue and capital implications.

### 4. OTHER IMPLICATIONS

The Service Priorities identified may have staff time, condition and suitability implications.

### 5. BACKGROUND / MAIN ISSUES

#### **5.1 Service Asset Management Plans**

Service Asset Management Plans for EP&I were approved by this Committee in 2011, with the subsequent update being approved on 31 May 2012. It is recognised as best practice to update these on an annual basis.

Service AMPs are an integral part of developing corporate asset management planning as they identify key asset problems facing individual services. Each Service makes an assessment of the key

property issues arising from the Council's initiatives and strategies, and also from existing knowledge on issues of property condition and suitability in each area. Service Managers have analysed the available information about their portfolio so that gaps in provision and future needs are brought to the surface.

These Service AMPs will be used to inform bids for capital investment and enable the Council to develop a strategic approach for addressing property portfolio gaps through its Property Asset Management Plan.

## **5.2 Scope of EP&I Service Asset Management Plan**

Service AMP's for Asset Management & Operations and Planning & Sustainable Development were approved in 2012 and have now been updated. These are shown in Appendices A-C.

It should be noted that certain EP&I property assets will be dealt with out with this report. The relevant assets and the reasons why are as follows:-

- 1) Vehicle Workshop Kittybrewster – Forms part of the approved Fleet Asset Management Plan.
- 2) Corporate Office Accommodation – This is covered by the ongoing office accommodation review, with updates on this going to the Finance & Resources Committee.

## **5.3 Outcomes from the Service AMPs**

The Service AMP was deemed approved by the Corporate Asset Group following consultation in early August 2013.

From the Service the Preferred Solutions Are:-

### Asset Management

- 1) Complete a comprehensive review of all parking assets during the current financial year to include sites with development opportunities and an audit of free car parks.

### Operations

- 1) Complete salt storage expansion at Bucksburn Depot. Target Completion – Summer 2013
- 2) Maintain the current position and identify urgent capital/revenue works required for existing depots/yards and introduce an annual maintenance programme of repairs.

- 3) Review the provision of services towards the end of the 5 year period and if service delivery would be improved by a single depot operation seek the appropriate funding.
- 4) Close the Mundurno yard moving the usable materials to other locations within the City allowing the site to be potentially declared surplus. Target Completion – 2015
- 5) Condition Survey carried out to existing catering establishments. Target Completion:- 2015

### Planning & Sustainable Development

#### 1) Park and Ride Sites

- The permanent site for the Bridge of Don Park and Ride will be determined by the outcomes of the AECC tendering process. Target Completion – summer 2013.
- Park & Choose site at the A96 Dyce Drive and Dyce Drive Link Road will be delivered by ACC. Target Completion - 2015

#### 2) Berryden Improvement Corridor Assets

- The Powis Terrace units would benefit from early demolition. However, there is currently no capital budget allocation for beyond Phase 1 of the Berryden improvement corridor – this will be reviewed on an annual basis
- Replacement of Berryden Business Centre sub station - as above – this will be reviewed on an annual basis
- Hutcheon Street - included Phase 1, which has NHCP funding and therefore should be demolished as part of the Phase 1, which is anticipated to be completed in 2017.

#### 3) South College Street

- South College Street is part of the NHCP 5 year capital programme and may be included for completion in 2016. Both South College Street and Berryden Phase 1 are part of the NHCP Programme item – Central Aberdeen Infrastructure – which also includes the Pedestrianisation of Union Street from Market Street to Bridge Street – this mini programme will not only meet the needs of improving the City's transport network in accordance with the LTS and RTS, but will also complement the regeneration commitment for the City Centre.

#### 4) PTU Parking Facility

- Continue to work with Asset Management to identify an alternative site. Target Completion - TBC

## 6. IMPACT

Corporate - The continued implementation of Asset Management will ensure that the Council is utilising its assets to support Services in implementing the Single Outcome Agreement. In addition the plan contributes to achieving the vision set out in 'Aberdeen: The Smarter City'. Assets have a particularly important role to play in Smarter Living, Smarter People, Smarter Environment and Smarter Mobility themes.

Public - The continuing improvement to the Council's assets through good asset management practices will help ensure that services are being delivered from an effective asset base.

## 7. BACKGROUND PAPERS

Property Asset Management Plan 2012  
Corporate Asset Management Plan 2013

## 8. REPORT AUTHOR DETAILS

Alastair Reid  
Team Leader – Asset Management  
✉ [alareid@aberdeencity.gov.uk](mailto:alareid@aberdeencity.gov.uk)  
☎ 01224 522627

## **Service Asset Management Plan 2013 Update**

Directorate – Enterprise Planning & Infrastructure

Service – Asset Management & Operations (Asset Management)

Officers Completing Form – Stephen Booth, Property Estates Manager  
Alastair Reid, Team Leader - Asset  
Management

### **Section 1 – Introduction**

#### Completion of Service AMP

The AMP Team co-ordinated the data collection and completion of the form. Meetings with other stakeholder Managers took place as and when required.

#### Service Managers involved in the process

Stephen Booth, Hugh Murdoch, Alastair Reid, Scott Paterson.

#### Links to Business Planning and Budget Process

The Service AMP recognises Aberdeen: the Smarter City and the EP&I Business Plan 2010 – 2013. This Service AMP has direct links to a number of the priorities identified within the Smarter City document.

### **Section 2 – Description of Service**

The structure for the future delivery of Asset Management was approved in April 2011 and is now well established.

The Services are primarily located within Marischal College and Kittybrewster Vehicle Workshop (approx. 100 staff). There are currently no identified issues in relation to office accommodation.

Asset Management is split across four managerial areas. These are:

- Estates Service
- Fleet Services
- Asset and Capital Management
- Property Investment Portfolio (TNRP)

The following summarises the main work areas and also identifies the property assets under their management. Not all the assets held require inclusion in this Service AMP; where this is the case an appropriate comment has been made.

**Estates Service Main Functions**

- Provision of Corporate property advice
- Valuation of Council portfolio
- Acquisition of property by sale, lease or statutory methods
- Rating advise for Council owned property
- Development advice in relation to Council owned property
- Sale of surplus property

**Assets**

- Off Street car parking – Included in Service AMP
- Surplus property – No requirement to include in Service AMP

**Fleet Services Main Functions**

- Fleet Maintenance
- Taxi Inspections

**Assets**

- Vehicle Workshop – Included within Fleet Asset Management Plan which was approved by the Finance & Resources Committee in February 2013.

**Asset and Capital Management Main Functions**

- Capital Management
- Asset Management
- Energy Management
- Corporate Asset Management System
- Design

**Assets**

- Corporate Offices – Covered by ongoing Corporate Office Review.

**Property Investment Portfolio Main Functions**

- Management of Council's Investment Portfolio
- Management of Properties held for the Common Good

**Assets**

- Tenanted Non Residential Portfolio (TNRP). No requirement to include in Service AMP. This is included as part of the annual Property AMP, with the next update due in September 2013.

### **Section 3 – Anticipated Changes to the Service**

The only assets that require inclusion in this section of the Service AMP are off street parking facilities.

#### **Car Parking**

The Council's interest in off street car parking is due to a variety of reasons, some historic and some opportunistic. The strategic rationale for holding sites is focused on three main areas. These are:-

- Economic development
- Traffic management
- Income generation

Given the number of issues associated with the current responsibilities, management, operation and development of facilities it is intended to undertake a more comprehensive review of parking provision in the City. This will also include a review of the free car parks across the City and will be advanced as resources allow.

This review will address the future delivery of services in the context of:-

- Overall corporate responsibility
- Future policy
- Site specific issues and assessment
- Competition
- Delivery methods and collection

The review will also focus on a number of key issues in relation to the portfolio, in particular the age and deteriorating condition of the estate, need for re-investment and the strategic development role some sites have in relation to the City Centre Masterplan. It will also consider the impact of the Local Transport Strategy 2008-13 and the issuing of block permits across some of the car parks.

Note - This review will be undertaken as a separate exercise currently being progressed which is examining the various aspects of car parking charges in the city.

### **Section 4 – Asset Demand Profile (What do we need?)**

The only assets that require inclusion in this section of the Service AMP are off street parking facilities.

#### **Car Parking – Off Street**

The future demand profile is currently under consideration and will be influenced by the outcome of the Asset Review which will address all key

## Appendix A

issues in relation to the current facilities, current market, operational issues, long term development issues, future policy and delivery.

### Section 5 – Asset Supply Profile (What do we have?)

The only assets that require to be included in this section of the Service AMP are off street parking facilities. They are summarised below, with a more detailed version shown in Appendix A1.

#### **Car Parking – Off Street**

##### **Pay and Display Sites**

<b>Site</b>	<b>Type</b>	<b>Suitability rating</b>	<b>Condition Grade</b>	<b>No. of Spaces</b>
West North Street Multi Storey	Covered	B	B	160
Chapel Street Multi Storey	Covered	B	B	500
Denburn Car Park	Covered	B	C	326
Marischal College Multi Storey	Covered	B	A	92
Frederick Street Multi Storey	Covered	A	A	185
			<b>Total</b>	<b>1263</b>
Virginia Street	Uncovered	B	B	46
Greyfriars/Gallowgate	Uncovered	B	B	138
Broomhill Road	Uncovered	B	B	17
Fonthill Road	Uncovered	B	A	8
Summer Street	Uncovered	B	C	42
Jack's Brae	Uncovered	B	A	20
Golden Square	Uncovered	B	A	32
			<b>Total</b>	<b>303</b>

##### **Free Sites**

<b>Sites</b>	<b>Type</b>
Brimmond Hill Car Park	Non Pay & Display
Viewfield Road Car Park	Non Pay & Display
Tanfield Walk Car Park	Non Pay & Display
Sclattie Park Car Park	Non Pay & Display
597 King Street / St Machar Drive	Non Pay & Display
Greenburn Road Car Park	Non Pay & Display



## Appendix A

Dunmail Avenue Car Park	Non Pay & Display
Summerfield Tce Former Staff Car Park	Non Pay & Display
Greenburn Road Car Park / Bankhead Academy	Non Pay & Display
147 Victoria Street, Dyce	Non Pay & Display
Fairview Street, Danestone	Non Pay & Display
Kennerty Road/ Millside St Mary's Place	Non Pay & Display
Station Road, Bucksburn	Non Pay & Display
Donmouth Road	Non Pay & Display
Crombie Road	Non Pay & Display

### Asset Performance (Pay and Display assets only)

Site	Gross Income 2012/13	Spaces	Net Income (notional FMOP)	Income per space
West North Street Multi Storey	72,202	160	62,027	388
Chapel Street Multi Storey	510,462	500	414,505	829
Denburn Car Park	368,353	326	264,777	812
Marischal College Multi Storey	27	92	28	0
Frederick street Multi Storey	249	185	- 46,049	- 249
Virginia Street	31,295	46	20,945	455
Greyfriars/Gallowgate	286,419	138	230,992	13,588
Broomhill Road	23,644	17	20,562	490
Fonthill Road	13,297	8	12,300	615
Summer Street	75,980	42	64,645	2,020
Jack's Brae	123	20	- 4,376	- 137
Golden Square	121,055	32	69,995	2,187
			<b>1,110,351</b>	

(Figures exclude all permits and PCN's and collections costs)

In Financial year 2012/13 the net income from off-street parking reduced from a surplus of around £1.2 million in 2011/12 to £1.1 million in 2012/13. This is primarily explained by the issues in relation to Marischal and Frederick Street.

In addition the income from business parking permits across all sites rose from £227k approx. in 2011/12 to £360k approx. in 2012/13.

**Section 6 – Supply / Demand Comparison**

To be determined by the Car Park Asset Review.

**Section 7 – Preferred Solutions & Development of Outline 5 Year Plan**

1) Complete a comprehensive review of all parking assets during the current financial year to include sites with development opportunities and an audit of free car parks.

A number of issues have already been identified which will be addressed more fully. These include:-

<b>Car Park</b>	<b>Development Pressures / Issues</b>
West North Street Multi Storey	The asset is a 1960's structure with ongoing maintenance and upgrading issues related to its age and type of construction. Income figures have been steady although usage has increased driven by a high number of permit users.
Chapel Street Multi Storey	<p>The asset is a 1960's structure in need of upgrading and new investment.</p> <p>The site has been previously considered for new investment and a now outdated development brief is available.</p> <p>New office development in the West End has created a demand for monthly permits for the site with a cap now having been placed on permits.</p> <p>Site was presented to the market and attracted interest in early 2000's. Development brief requires replacement of parking spaces for public use which restricts potential in current market.</p>
Denburn Car Park	<p>1960's structure in need of upgrading and new investment. Rated as C (Poor) in terms of condition.</p> <p>The site forms part of city centre development site and it is in shared ownership with NHS who has a health facility on the upper deck. The wider site also encompasses around 144 spaces held on the Housing Revenue Account.</p> <p>The future of the site is currently under consideration with the joint owners with a view to take forward redevelopment proposals during 2013. At this time the principle behind the Council's objectives is that the revenue stream and provision of public car parking on the site is preserved going forward. This may</p>

Appendix A

	however result in a temporary loss of income whilst redevelopment takes place.
Marischal College Multi Storey	The car park at Marischal College is a restricted hours site on hours similar to the previous St Nicholas House site. The car park performs poorly in relation to the St Nicholas House reflecting the less accessible location of the asset. Further consideration will be given to the appropriate promotion of the facility.
Frederick Street Multi-Storey	The new Frederick Street facility opened in late 2012, ahead of the redevelopment of the new Health Village being created opposite. It is envisaged that the performance of the asset will improve once the Health Village becomes operational.  The car park includes some spaces covered by NHS permits.
Virginia Street	No current issues.
Greyfriars/Gallowgate	Gallowgate is the best performing asset within the Council's portfolio on a rate per space basis. This reflects the prime location of the asset and limited maintenance given it is a surface only car park. Consideration should be given to the opportunities the location offers with potential to look at how the asset interacts with other public sector asserts nearby.
Broomhill Road	No current issues.
Fonthill Road	No current issues.
Summer Street	Car park is due to be re-surfaced under conditional and suitability budget. Declining income pattern.
Jack's Brae	No current issues.
Golden Square	Car Park management transferred to Council in 2011. There is a specific complication relative to the issue of valid tickets allowing parking which requires to be considered at some point. A report was presented to the EP&I Committee in March but a decision was postponed pending a wider review of parking in the city centre.
Review of free car parks.	Further consideration will be given to review the usage of all free spaces to look at both potential for pricing and other controls including maximum stay requirements.  Car parks which adjoin surplus assets/development opportunities (e.g. site at Bankhead Academy) should be considered in relation to usage, demand and value from possible development with adjacent sites.

**Section 8 – Approval by SMT**

To be presented along with other EP&I Service AMP's at appropriate meeting.

**Section 9 – Comments of the Corporate Asset Group**

The Service AMP was deemed approved by the Corporate Asset Group following consultation in early August 2013.



Appendix A1

Property Address	File No	UPRN	Property Type	Title	GIFA	Site Area Hectares	Construction Year Approx	Condition	Survey date
<b>Non - Pay &amp; Display</b>									
Brimmondhill Car Park	2220	9051312040	Car Park	Freehold		0.111229			
Viewfield Road Car Park	3115	9051317032	Car Park	Freehold		0.109265			
Tanfield Walk Car Park	3116	9051122105	Car Park	Freehold		0.048562			
Sclattie Park Car Park	3117	9051317033	Car Park	Freehold		0.319999			
St Machar Drive Car Park / 597 King Street	3118	9051122110	Car Park	Freehold		0.020234			
Greenburn Road Car Park	3119	9051317034	Car Park	Freehold		0.040468			
Dunmail Avenue Car Park	3121	9051317035	Car Park	Freehold		0.073928			
Summerfield Tce Former Staff Car Park	269	9051311672	Car Park	Freehold		0.080937			
Greenburn Road Car Park/Bankhead Academy	3120	9051122162	Car Park	Freehold		0.171492			
147 Victoria Street	1438	9051122163	Car Park	Freehold		0.098055			
Crombie Road Car Park	2227	9051122160	Car Park	Freehold		0.159852			
St Marys Place, Culter Car Park	2228	9051139190	Car Park	Freehold		0.063722			
Donmouth Road Car Park	191	9051122171	Car Park	Freehold		0.118568			
Station Road, Bucksburn Car Park	198	9051122165	Car Park	Freehold		0.109552			
Fairview Street Danestone			Car Park	Freehold					



Property Address	Suitability	Survey date	Accessible to the public (DDA)	Running Costs	Efficiency / Utilisation	Use	Users
<b>Non - Pay &amp; Display</b>							
Brimmondhill Car Park				Low.		Car parking	Public
Viewfield Road Car Park				Low.		Car parking	Public
Tanfield Walk Car Park				Low.		Car parking	Public
Sclattie Park Car Park				Low.		Car parking	Public
St Machar Drive Car Park / 597 King Street				Low.		Car parking	Public
Greenburn Road Car Park				Low.		Car parking	Public
Dunmail Avenue Car Park				Low.		Car parking	Public
Summerfield Tce Former Staff Car Park				Low.		Car parking	Public
Greenburn Road Car Park/Bankhead Academy				Low.		Car parking	Public
147 Victoria Street				Low.		Car parking	Public
Crombie Road Car Park				Low.		Car parking	Public
St Marys Place, Culter Car Park				Low.		Car parking	Public
Donmouth Road Car Park				Low.		Car parking	Public
Station Road, Bucksburn Car Park				Low.		Car parking	Public
Fairview Street Danestone				Low.		Car parking	Public



Property Address	Overall Service Assessment	Investment Required / Solution	Service need for Asset			
			0-2 Years	2-5 Years	5-10 Years	10 years+
<b>Multi-Storey Car Parks</b>						
Chapel Street Multi-storey Car Park	Asset is performing well although given age and type of structure ongoing and possibly increasing levels of repair will be required.					x
Denburn Car Park	Car Park is nearing end of economic life full assessment of options needs to be considered.	Replacement facility required		x		
Frederick Street Multi Storey Car Park	New facility created in advance of key user group.	None				x
Marischal College Car Park	Poorly performing asset from income. Further promotional activity required.	None				x
West North Street Multi-storey Car Park	Asset is performing well although given age and type of structure ongoing and possibly increasing levels of repair will be required.				x	
<b>Pay &amp; Display Car Parks</b>						
Broomhill Road Car Park	consistent performance no particular issues.					x
Greyfriars/Gallowgate Car Park	consistent performance no particular issues.					x
Car Park Jack's Brae	consistent performance no particular issues.					x
Car Park Summer Street/Huntly Street	consistent performance poor surface and line marking.	Resurfacing and relining required.				x
Fonthill Road Car Park	consistent performance no particular issues.					x
Golden Square Car Park	consistent performance no particular issues.					x
Virginia Street /commerce Street Car Park	consistent performance no particular issues.					x

Operational

Property Address	Overall Service Assessment	Investment Required / Solution	Service need for Asset			
			0-2 Years	2-5 Years	5-10 Years	10 years+
<b>Non - Pay &amp; Display</b>						
Brimmondhill Car Park	further review of opportunities and performance required.					x
Viewfield Road Car Park	further review of opportunities and performance required.					x
Tanfield Walk Car Park	further review of opportunities and performance required.					x
Scialtie Park Car Park	further review of opportunities and performance required.					x
St Machar Drive Car Park / 597 King Street	further review of opportunities and performance required.					x
Greenburn Road Car Park	further review of opportunities and performance required.					x
Dunmail Avenue Car Park	further review of opportunities and performance required.					x
Summerfield Tce Former Staff Car Park	further review of opportunities and performance required.					x
Greenburn Road Car Park/Bankhead Academy	further review of opportunities and performance required.			x		
147 Victoria Street	further review of opportunities and performance required.			x		
Crombie Road Car Park	further review of opportunities and performance required.					x
St Marys Place, Culter Car Park	further review of opportunities and performance required.					x
Donmouth Road Car Park	further review of opportunities and performance required.					x
Station Road, Bucksburn Car Park	further review of opportunities and performance required.					x
Fairview Street Danestone	further review of opportunities and performance required.					x

## **Service Asset Management Plan 2013**

Directorate – Enterprise Planning & Infrastructure

Service – Asset Management & Operations (Operations)

Officer Completing Form – Michael Cheyne, General Manager  
Operations

### **Section 1 – Introduction**

#### Completion of Service AMP

Meeting took place with the Roads Operations Manager, Traffic Management Manager, Structures Flooding and Coastal Protection Manager and Facilities Manager.

#### Service Managers involved in the process:-

Richard Blain, Alan Robertson, Andy Smith and Simon Williams

#### Links to Business Planning and Budget Process

The Service Asset Management Plan is part of the Service Plan; it will be used to determine the establishment that will be required to deliver the service taking into account Best Value requirements in times of reducing budgets.

### **Section 2 – Description of Service**

Major areas of operations are included here, the Roads Asset Management Plan will be used to determine works required against available budget.

#### **Road Operations**

##### **Main Functions**

**(a) Emergency Response Service**

A 24 - hour, 365 days a year service established for dealing with emergency incidents which relate to public safety.

**(b) Lighting Maintenance**

Managing and maintaining 31,000 streetlights across the city.

**(c) Signing Operations**

Manage and maintain road related signs including the manufacture of new street and direction signs and their subsequent erection.

**(d) Lining Operations**

Installation of road markings in white or yellow thermoplastic or epoxy paints.

**(e) Gully Cleaning**

Management and maintenance of approx. 31,000 gullies across the city which form part of the city's surface water drainage system.

**(f) Road Maintenance**

Management and maintenance of the city's carriageways, footways, cycleways.

**(g) Winter Maintenance**

In accordance with the approved winter service plan to treat and clear the city's road network on the basis of established priorities from ice and snow.

**(h) Work for External Clients**

Service has entered into agreement with BEAR Scotland to carry out emergency traffic management and winter maintenance operations on the A90 and A96 Trunk roads in the city. Additional works carried out for developers are the installation of lining, signing and street lighting.

**Assets**

West Tullos is the main depot for operations with admin, technical and 60% of operational staff and plant working from there, Bucksburn and Culter are satellite depots with approx 30% and 10% of the operational staff and plant.

West Tullos, Bucksburn and Culter all play a major part in winter operations, providing local salt storage, in order to remove Garlogie and Park Road from the establishment Bucksburn salt capacity will be increased from 1,500 tonnes to 10,000 tonnes.

Signing, Lining, Lighting and Gully Cleaning are all carried out from the West Tullos Depot.

In order to handle the waste from Gully Cleaning operations a reed bed facility has been installed at Nigg.

## **Traffic Management**

### **Main Functions**

#### **(a) Road Safety Schemes**

Identifying locations where traffic management or minor alterations to the road network would improve safety or the movement of people and goods. Service currently manages application for 'Blue Badge' parking permits with support from an Occupational Therapist.

#### **(b) Intelligent Traffic Systems**

The management and maintenance of the city's intelligent transport systems through the use of various forms of technology and communication methods.

#### **(c) New Roads and Streetworks**

Management and co-ordination of road occupations taking place within the city to ensure that there is no conflict of operations and that delays to the travelling public are kept to a minimum.

### **Assets**

Currently occupying office space within Spring Garden with the ITS team having specific technical requirements to access CCTV images and connections into data transmission infrastructure.

## **Structures, Flooding and Coastal Protection**

### **Main Functions**

#### **(a) Structures**

To manage and maintain the city's road related structures.

#### **(b) Flooding**

To ensure that the Council is complying with the "The Flood Risk Management (Scotland) Act 2009"

#### **(c) Coastal Protection**

Ensuring compliance with the Coastal Protection Act and The Marine Scotland Act

### **Assets**

Currently occupying office space within Spring Garden

## **Facilities Management**

### **Main Functions**

#### **(a) Soft FM Cleaning Services**

Provides cleaning service to schools, some care premises and all council operated buildings.

#### **Distribution Services**

Provides a couriers service transporting mail, goods and staff between buildings. Also manages internal and external postal operations.

#### **Janitorial Services**

Provides support to schools by way of managing activities that are not undertaken by teaching staff. Includes opening buildings, receiving goods and deliveries, moving furniture, ensuring the building is clear of litter internally and externally, and for buildings with swimming pools ensuring the water systems operate safely. In some locations janitors provide ground maintenance and sports field marking.

#### **School Crossing Patrollers**

Operate at locations on the public road network where the level of pedestrians and traffic meet the approved policy requirements.

#### **Catering Services**

Provides catering to schools, some care premises, office restaurant facilities in the Towns House and Kittybrewster. The school operation is term time only and is based predominately on a school kitchen unit which provides an in house service to the host school with some larger kitchens providing meals for other schools

#### **(b) Hard FM**

Overseeing the day to day condition of public buildings and ensuring we meet our statutory requirements in terms of managing asbestos, legionella testing etc. Providing a strategic input to the planned and cyclic maintenance activities to be undertaken by contractors.

#### **(c) Contract Team**

Managing the contracts for building procured through PPP contracts on behalf of the council. Also responsibility for ensuring that contracts associated with building management and maintenance are procured.

### **Assets**

#### **(b) Soft FM**

## Appendix B

Management of the service occupy office space in Marischal College albeit the team work flexibly and use space where available in other public buildings to minimise unnecessary travel.

### **Cleaning Services**

Where a service is provided space to store cleaning equipment, materials, chemicals and sink with running water is required.

### **Distribution Services**

Requires accommodation for a mail room and suitable short term storage for deliveries. This is predominantly within corporate office accommodation. Suitable parking required for vehicles used to transport items between public buildings

### **Janitorial Services**

Within schools space utilised for janitors workspace and for management of deliveries and supplies (e.g. paper handtowels)

### **School Crossing Patrollers**

Operate at locations on the public road network where the level of pedestrians and traffic meet the approved policy requirements.

### **Catering Services**

Operation kitchens in each building where service provided. In some cases the service is restricted to serving meals as the building restricts the capability to prepare meals on site. Size of kitchen varies depending on the building space and apart from a few more modern schools is invariably outdated and in need of modernisation.

### **(c) Hard FM**

Occupying office space in Marischal College

### **(d) Contract Team**

Occupying office space in Marischal College

## **Section 3 – Anticipated Changes to the Service**

### **Operational**

#### 3.1 Government Policy

None known at present.

#### 3.2 Changes in Service Standards or Delivery Methods

Both Roads Operations and Facilities Management are undergoing a transformational change of the service. In addition both services

## Appendix B

are looking to use the capability of increasing use of technology to support service delivery.

### 3.3 Re-focus towards Corporate Priorities

The review of corporate office accommodation and the agreed policy of managing office space based on ten people to eight desks will have an impact on how office space is used. This has a significant link to the Council's five year business plan and its modernisation of service delivery.

### 3.4 Budget Restrictions

Where property costs are identified to a specific service a review of need is being undertaken. The increasing costs of energy for lighting/heating etc are a budget pressure and efficiency savings will only offset such increases in the future.

### 3.5 New Funding

Funding was identified within the Condition and Suitability programme for capital investment into an improved salt storage facility at Bucksburn which will allow for the closure of two other sites and hence a saving of costs.

### 3.6 Best Value or Other Review

Facilities and Roads take part in APSE (Association for Public Service Excellence) Performance Networks. Both services are also undergoing transformational programmes following soft market testing in 2011.

### 3.7 Partnerships with other Organisations

Currently in discussions with NHS Grampian on the Joint Management of the Design and Build Contracts, there is a shared procurement in place with Police, NHS, Fire Brigade and Aberdeenshire for common facilities contracts.

### 3.8 Corporate Office Accommodation

Traffic Engineering, Structures, Flooding and Coastal Protection are currently based in Corporate Office accommodation at 74-76 Spring Garden. An impending move to Marischal College is due in late 2013 – early 2014, except for the Intelligent Traffic Systems Team who for economic reasons will remain at Spring Garden. Facilities Management are currently based in Corporate Office accommodation at Marischal College.



#### **Section 4 – Asset Demand Profile (What do we need?)**

The only assets that require to be included in sections 4-6 of the Service AMP are Roads Depots/Yards under the Operational side of the Service and FM assets.

##### **Roads Operations**

Currently to deliver the operations service we require four main items, Labour, Plant, Materials and Depots. Garaging is required for about 150 pieces of plant, asphalt pavers, jet patcher lorry, 18 & 26 tonne lorries, hydraulic platforms, gully emptiers, lining lorries, pick ups and vans along with 8 mainline gritter and 6 demountable gritters and associated plough blades etc.

If the service continues to be delivered in-house a facility giving quick and easy access to all parts of the city, having the ability to store 15,000 tonnes of salt, garaging for plant and office accommodation for all roads operations would provide a more integrated service delivery. Service delivery has changed over the last 10 to 15 years, previously the city was split into 3 distinct work areas but as work load has changed, the client and contractor has been merged into a single operation and with an ever reducing workforce a single depot for operations would help provide a better value more comprehensive service delivery.

A summary of our preferred asset would be:-

Description / Proposed Use - Office, Depot and Salt Store

Location - Site allowing easy access to the Aberdeen Western Peripheral Route.

Approximate size - 4 Hectares

Ideal Layout - Garages and Workshops, storage facilities, Salt storage areas, Office accommodation for 60 staff, welfare facilities for 180 staff.

Customer Needs - The location would be best from a service delivery point of view, customer service would best be maintained from call centre, web or city centre service desk.

Image - A corporate service delivery for all operations would provide an easy cross team delivery point, access for customers would be difficult but a good service desk would help.

**FM Assets**

In most cases FM operations are delivered from other services properties and the FM use of the asset and any upgrades/refurbishment should be considered in line with the main property assessment.

**Section 5 – Asset Supply Profile (What do we have?)****Roads Operations**

West Tullos is the main depot, based to the south of the City, providing accommodation for about 120 staff and has storage facilities for both salt, slabs, kerbs etc and all the electrical equipment to maintain and renew the street lighting across the City and garaging for approx 70% of the plant.

Bucksburn Depot is to the north of the City, providing accommodation for about 30 staff, has storage facilities for both salt, slabs, kerbs etc and garaging for approx 20 % of the plant.

Culter Depot is to the west of the City providing accommodation for about 10 staff has storage facilities for both salt, slabs, kerbs etc and garaging for approx 10% of the plant.

Depots:-

**1) West Tullos Roads Depot**

<b>Description/Use</b>	Roads Depot and Office Accommodation
Currently 1 of 3 depots across Aberdeen, the requirement for each depot is storage, garaging, salt storage and work areas, along with offices for roads staff at this depot.	
<b>Title</b>	In Council Ownership
<b>Suitability Grade</b>	B
Depot provides the basic facility for the delivery of the service, salt storage is lower than would be desired after the last 3 winters, salt is partially covered. Depot has been changed from a service delivery by in-house contractor to a shared work area for the old DLO and Client, this operation reduced the flexibility of the buildings without spending a large amount of capital. Location gives easy access to most of the main city roads; this also means that at peak times it is difficult to get emergency response quickly. No disabled access to the second floor of the building.	
<b>Condition Rating</b>	B
Building is in satisfactory condition overall. Areas of roof, flooring and fixtures/fittings are in poor condition. Welfare facilities are reasonable but are cramped in some areas,	

## Appendix B

internal fire systems all work but will probably require replacement within the next 5 years.

### 2) Bucksburn Roads Depot

<b>Description/Use</b>	Roads Depot and Office Accommodation
Currently 1 of 3 depots across Aberdeen, the requirement for each depot is storage, garaging, salt storage and work areas.	
<b>Title</b>	In Council Ownership
<b>Suitability Grade</b>	B
Depot provides the basic facility for the delivery of the service, salt storage is lower than would be desired after the last 3 winters, salt is uncovered. Depot consists of mainly garages, stores, mess facilities around a central large open area, to modify it would be worthwhile demolishing and rebuild. Location gives easy access to most of the main A96, this also means that at peak times it is difficult to get emergency response quickly.	
<b>Condition Rating</b>	B
Building is in satisfactory condition overall. Roof's are of asbestos sheets and there have been recent difficulties in repairing any damaged sheets. Windows are single glazed and in very poor order throughout. Ongoing monies will need to be spent on roller doors etc. Welfare facilities have been upgraded, toilets and showers, mess room and lockers within new steel containers.	

### 3) Culter Roads Depot

<b>Description/Use</b>	Roads Depot and Office Accommodation
Currently 1 of 3 depots across Aberdeen, the requirement for each depot is storage, garaging, salt storage and work areas.	
<b>Title</b>	In Council Ownership
<b>Suitability Grade</b>	B
Depot provides the basic facility for the delivery of the service, salt storage is lower than would be desired after the last 3 winters, salt is uncovered. Depot consists of mainly garages, stores, mess facilities around a central large open area, to modify it would be worthwhile demolishing and rebuild. Location gives easy access to most of the main A93 & A944, this also means that at peak times it is difficult to get emergency response quickly.	
<b>Condition Rating</b>	B
Building is in satisfactory condition overall. Windows, flooring, external doors and decoration are generally in poor order.	

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Roller Doors require attention to avoid future injury to employees

### Storage Yards:-

**1) Garlogie**

Lease given up 23<sup>rd</sup> May 2013

**2) 54 Park Road**

Lease given up 27<sup>th</sup> July 2013

**3) Mundurno**

<b>Description/Use</b>	Granite Storage Yard
<b>Title</b>	In Council ownership
<b>Suitability Grade</b>	C
Location reasonable as it is not being used on a day to day basis, Council Tax Rates make this an expense storage yard and will need to be cleared. Yard provides basic storage. Loading and unloading operations only, no welfare facilities.	
<b>Condition Rating</b>	D
Surface is rated as life expired.	

**4) Bankhead**

<b>Description/Use</b>	Storage yard attached to the Bucksburn Depot
<b>Title</b>	In Council ownership
<b>Suitability Grade</b>	To be assessed following completion of work
This area proves 10,000 tones of salt storage along with smaller storage capacity for drainage, kerbs, slabs etc.	
<b>Condition Rating</b>	To be assessed following completion of work
Area is adequately surfaced, with external floodlights for loading operations. Interceptor and drains are working well, work being carried out to increase salt storage capacity between April and September 2013.	

### FM Assets

1) Harlaw Academy Playing Fields Lodge

<b>Description/Use</b>	FM Hub
<b>Title</b>	In Council ownership
<b>Suitability Grade</b>	A
<b>Condition Rating</b>	B

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### 2) Store Hazlehead Crescent

<b>Description/Use</b>	Storage of crates
<b>Title</b>	In Council ownership
<b>Suitability Grade</b>	B
<b>Condition Rating</b>	B

### 3) Space within Operational Buildings

Janitors – Offices within the Schools or other buildings, often small areas that no longer fit with the requirements of the modern service. Plant rooms for boilers etc, electrical switch rooms

Cleaners – Cleaners operational areas in some locations are no more than cupboards and as such do not provide the space for the storage of current equipment.

Distribution Services – Occupy an area of Marischal college for the sorting of deliveries.

### 4) Catering Kitchens in Schools

Preparation and production areas for meals, either within an existing school or in the Towns House

Further data for the above assets are detailed in Appendix 1.

## **Section 6 – Supply / Demand Comparison**

### **Roads Operations**

The current set up is suitable but not ideal for delivery of a service that has become “more city wide” over the last 10 years as the workforce has diminished. When the staff complement was about 150 manual staff and work was plentiful, operations were location based with Tullos covering works from the River Don south, Bucksburn would cover work from north of the River Don to the A944 and Culter would cover works along the Dee valley into Anderson Drive but with diminished staff and workloads the operations are no longer area based but related to work and labour availability. This is why three depots are no longer required but their combined storage, garaging etc are.

Because of the need to have the same storage, garaging etc as there are at the moment it would not seem a worthwhile option to give up the three locations to move to a single location unless it fulfilled all the current requirements and its location was suitable, if

a property of a similar requirement came on the market then a move would need to be considered.

### **FM Assets**

Because staff are using parts of buildings occupied along with other services to deliver a FM service and these occupied areas have been the same for a number of years, they are no longer always suitable for the delivery of a modern service and as such need to be reassessed as to their current suitability.

### **Section 7 – Preferred Solutions & Development of Outline 5 Year Plan**

Because of the need to have the same storage, garaging etc as there are at the moment it would not seem a worthwhile option to give up the three locations to move to a single location unless it fulfilled all the current requirements and its location was suitable, if a property of a similar requirement came on the market then a move would need to be considered.

In the interim monies should be spent in order that the depots have the required standards of welfare facilities, that roofs and drainage are maintained and that garage roller doors are safe and provide quick access and egress.

Mobile Working such that men do not need to return to the depot to receive work instructions, Works Programmer, fully integrated computer systems would help reduce the work times and increase best value.

The closure of salt storage provision at Garlogie and Park Road could only be done so by increasing storage elsewhere. The solution for this was to increase capacity at Bucksburn Depot. Capital funding for this was identified within the 2013/14 Condition & Suitability Programme.

School kitchens, although the external to the kitchens can be considered as part of the main building the kitchen surfaces and equipment need to be reviewed on an annual basis. Currently there has not been a Condition Survey carried out in them, this omission needs to be rectified and task for the next year is to carry out a suitability check on all of them in order that kitchen refurbishments and budgets can be programmed.

To summarise our priorities/solutions are:-

- 1) Complete salt storage expansion at Bucksburn Depot.  
Target Completion – Summer 2013

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- 2) Maintain the current position and identify urgent capital/revenue works required for existing depots/yards and introduce an annual maintenance programme of repairs.
- 3) Review the provision of services towards the end of the 5 year period and if service delivery would be improved by a single depot operation seek the appropriate funding.
- 4) Close the Mundurno yard moving the usable materials to other locations within the City allowing the site to be potentially declared surplus. Target Completion – 2015
- 5) Condition Survey carried out to existing catering establishments. Target Completion:- 2015

### **Section 8 – Approval by SMT**

To be presented along with Asset Management Service AMP at appropriate meeting.

### **Section 9 – Comments of the Corporate Asset Group**

The Service AMP was deemed approved by the Corporate Asset Group following consultation in early August 2013.

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Appendix B1 - Operations

Property Address	File No	UPRN	Property Type	Title	GIFA Sqm	Site Area Hectares	Construction Year Approx	Condition	Survey date	
Operational	The Bush Peterculter Roads Depot	1542	9051001420	Depot	Freehold	633	0.611075	1970	B	20.06.2012
	Depot Bucksburn Depot	1604	9051119639	Depot	Freehold	914	0.546324	1960	B	25.06.2012
	Tullios Depot	2143	009051077077	Depot	Freehold	4457	1.541852	1980	B	13.06.2012
	Storage Yard Mundurno	2018	009051316932	Yard	Freehold	n/a	1.719913	n/a	D	24.09.2008
	Storage Yard Bucksburn	1605	9051013706	Yard	Freehold	n/a	0.237588	n/a		Not surveyed
	Harlaw Academy Playing Fields Lodge	1508	9051317171	Office	Freehold	88.4	0.012532	1930	B	22.10.2012
	Space within Marischal College	1733	9051081797	Office	Freehold	17,484	1.136598	1844	A	Not surveyed
	Space within Braeside School	1527	9051031060	Office	Freehold	1,800	1.278806	1965	B	16.02.2010
	Store Hazlehead Crescent	2497	9051312415	Store	Freehold	52.5	0.006334	1970	B	17.07.2012
	Space within Operational Buildings (e.g. Janitor Office)			Various	Freehold					
	Catering Kitchens within Schools			Schools	Freehold					
	Vacant or Part Vacant	Garlogie Salt Store	3037	151108885	Yard	Leasehold				
Park Road Salt Store		3152	9051086744	Depot	Leasehold					





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**Directorate:** Enterprise Planning & Infrastructure  
**Service:** Planning & Sustainable Development  
**Officer Completing Form:** Kathleen Fraser

## **Section 1 – Introduction**

### **Completion of Service Asset Management Plan (AMP)**

The P&SD SMT Team coordinated the data collection and completion of the Service AMP. Consultation / approval by team Managers occurred as and when required.

#### Service Managers involved in the process:

Daniel Lewis, Gale Beattie, John Wilson, Gordon Spence

#### Links to Business Planning and Budget Process

The Service AMP recognises both the 5 Year Business Plan and the EP&I Business Plan 2010 – 2013 along with the P&SD Service Plan 2012 – 2013.

## **Section 2 – Description of Service**

### **2.1 P&SD service portfolio**

P&SD deliver a wide range of inter-related functions, within a remit that covers land use, environment and transportation. These Services must be delivered within the context of wider social and economic objectives and city-wide regeneration:

- Development planning
- Outdoor access
- Environmental policy & sustainable development
- Climate change
- Carbon management
- Transportation strategy
- Transportation programmes
- Roads design
- Road Construction Consent
- Public transport
- Master-planning and design
- Conservation
- Development management
- Building standards
- Major projects

## Appendix C

- Aberdeen Western Peripheral Route/Balmedie-Tipperty (AWPR/B-T) it is noted that the B-T element of the project is located within Aberdeenshire Council. The B-T element is funded 100% by the Scottish Ministers.

### **2.2 P&SD Vision and Mission statements**

#### 2.2.1 P&SD External Vision

The external vision for P&SD for the service is contained within the strategic and local development plan, for P&SD is:

"By 2030 Aberdeen City and Shire will be an even more attractive, prosperous and sustainable European city region and an excellent place to live visit and do business. We will be recognised for:-

- our enterprise and inventiveness, particularly in the knowledge economy and in high-value markets;
- the unique qualities of our environment; and
- our high quality of life.

We will have acted confidently and taken the courageous decisions necessary to further develop a robust and resilient economy and to lead the way towards development being sustainable, including dealing with climate change and creating a more inclusive society."

#### 2.2.2 Internal P&SD vision and mission statements:

##### **P&SD Vision**

##### **Where do we want to be in the future?**

A customer focused department, working in consultation with citizens, decision makers and other agencies in order to continuously improve the existing and future environment of Aberdeen. Providing a model for others as a catalyst for positive change through excellent service.

##### **P&SD Mission**

##### **How will we make it?**

Working in dynamic, flexible and multi-disciplined teams we will adapt our processes, people and organisation to create a customer focused service that is accessible and accountable. In order to reach the desired vision we will be adaptable and responsive to change by anticipating trends, retaining skill sets and training for the future.

### **2.2 P&SD current service structure**

## Appendix C

A revised organisational structure was implemented in August 2011, primarily designed to reduce cost (headcount), whilst improving integration and co-ordination and maintaining service levels. It should be noted that a new structure is under consideration for EP&I, which will hopefully be agreed and completed by the end of 2013.

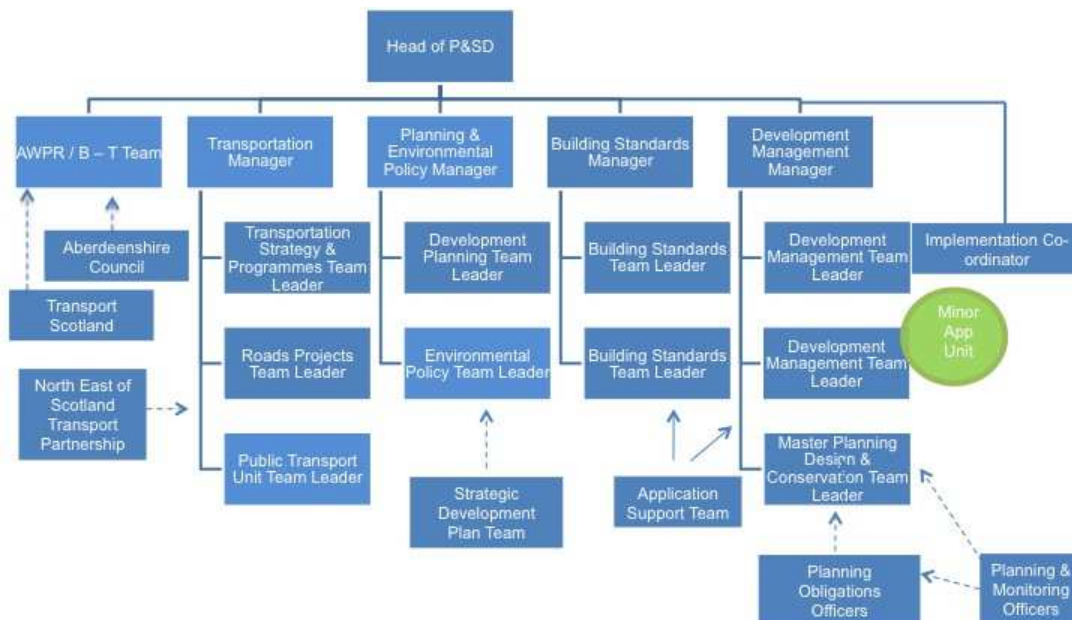
P&SD has a total of 165 Full Time Equivalent (FTE) posts and is divided into 5 teams, each managed by an individual that reports directly to the Head of Service:

- AWPR/B-T Team
- Transportation Team
- Planning & Environmental Policy (PEP) Team
- Development Management Team
- Building Standards Team

The Implementation Co-ordinator works across all of these teams and reports directly to the Head of Service.

An organisation chart, depicting the relevant structure within each of the above teams is illustrated in figure 1.

**Figure 1 P&SD structure**



### Key for the above structure:

- The Implementation Co-ordinator works across all of these teams and reports directly to the Head of Service.

## Appendix C

- The Application Support Team which is part of P&SD splits its time evenly supporting Development Management, Building Standards and the rest of P&SD
- Minor App Unit = Minor Applications Unit – the aim is to develop a multi disciplined team between Development Management and Building Standards to deal with minor applications
- The dotted arrows in the aforementioned structure charts illustrate Services or external bodies that P&SD has a close partnership working arrangement. They are as follows:
  - Transport Scotland
  - Aberdeenshire Council
  - North East of Scotland Transport Partnership
  - Strategic Development Plan Team = Aberdeen City and Shire Strategic Development Planning Authority
  - Planning Obligations Officers = 3 x Officers based in Aberdeenshire Council with one officer specifically funded by Aberdeen City Council
  - Planning and Monitoring Officer = Based in Asset Management, EP&I - part of this role is devoted to fulfilling the duties of a Developers Contributions Monitoring Officer

### **2.3 Team portfolios and Assets**

The following summarises the main work portfolios for each Team at Manager level and also identifies the property assets under their management.

The Service is primarily located within Corporate Office buildings (currently Marischal College (Ground Floor North). The AWPR/B-T Managing Agent's team is located within the Aberdeen Business Centre, Willowbank House, Willowbank Road.

#### **2.3.1 Development Management**

##### **Main Functions**

The Development Management Team is responsible for: the management of the processing and determination of planning and other related applications; management of planning appeals; management of systems, including the development and implementation of eplanning; carrying out of enforcement procedures relating to breaches of planning consent; management of the Application Support Team for planning applications and building warrants; preparation and implementation of non-statutory development management policy; and provision of support to the Local Review Body.

It is also responsible for the preparation and co-ordination of masterplans and development briefs and their implementation; management of the joint Aberdeen City and Aberdeenshire Design Review Panel; implementation of the Council's design campaign; management of the Council's conservation responsibilities, including the City Heritage Trust and Townscape Heritage



Initiative; provision of support to the Local Review Body; and ensuring appropriate links to regeneration functions.

**Assets**

None.

**2.3.2 Building Standards**

**Main Functions**

The Building Standards Team is responsible for the development and implementation of building standards regulations and associated procedures within the City; carrying out of enforcement procedures within the Building (Scotland) Act; management of the operation of systems in support of building warrant compliance applications, notices and orders; provision of advice and guidance on the operation of building regulations; advising on and promoting issues in relation to disabled access; management of the building standards input to the licensing of buildings or land within the City; and management of the Property Enquiries Unit.

**Assets**

None.

**2.3.3 Planning & Environmental Policy**

**Main Functions**

The Team is responsible for the preparation, implementation and monitoring of the Local Development Plan and related supplementary planning guidance; input to the preparation and implementation of the Strategic Development Plan; preparation, implementation and monitoring of the Council's carbon management plan, Core Paths Plan, open space strategy, nature conservation strategy and other environmental plans and policies; management of Strategic Environmental Assessment responsibilities of the Council, development and implementation of EU demonstration and learning projects; and management of the Council's development management tree functions.

**Assets**

- Suite 1, 27 – 29 King Street – NESTRANS, ACSEF & Aberdeen City & Shire Strategic Development Planning Authority (SDPA), responsibility for which is shared with Nestrans, ACSEF and Aberdeenshire Councils.

**2.3.4 AWPR/B-T**

**Main Functions**

## Appendix C

The AWPR/B-T team is responsible for the management and co-ordination of the obligations of Transport Scotland, Aberdeen City and Aberdeenshire Councils (the funding partners) for the delivery of the AWPR/B-T in accordance with the Management Agent Agreement and Memorandum of Understanding; management of all necessary procedures and contracts for the construction of the AWPR (design procurement, consultation, planning and road order procedures, Public Local Inquiry, land and property acquisition, works procurement, implementation); and monitoring of progress and expenditure on the AWPR/B-T.

### **Assets**

#### **Residential properties acquired on the AWPR/B-T route and potentially available for rental**

- Dellwood, 2A Milltimber Brae, Milltimber, Aberdeen, AB13 0DY
- The Sidings, Station Road, Milltimber, Aberdeen, AB13 0DP
- Beech Hill, 309 North Deeside Road, Milltimber, Aberdeen, AB13 0DL
- Carskeoch, 252 North Deeside Road, Milltimber, Aberdeen, AB13 0DJ
- Pine Lodge, 315 North Deeside Road, Milltimber, Aberdeen, AB13 0DL
- Kerloch, 2 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY
- Clarewood, 4 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY
- Birchlea, 250a North Deeside Road, Milltimber, Aberdeen, AB13 0DJ
- Millbrae House, 6 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY
- Newhall House, Portlethen, Aberdeen, AB12 4RT
- Bridgebank, 3 Milltimber Brae, Aberdeen, Milltimber, Aberdeen, AB13 0DY
- Crofton, 5 Milltimber Brae, Aberdeen, Milltimber, Aberdeen, AB13 0DY
- Broomhill, Blacktop, Kingswells, Aberdeen, AB15 8QL
- 1 Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP
- 2 Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP
- Gairnlea, Blacktop, Milltimber, Aberdeen, AB15 8QL
- Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP
- North Cookney Croft, Netherley, Aberdeen
- Gairnpark, Blacktop, Milltimber, Aberdeen, AB15 8QJ
- Bogenjoss, Pitmedden Road, Dyce, Aberdeen, AB21 0HE
- Grandview, Kingswells, Aberdeen, AB15 8SA
- Dalriach, Contlaw Road, Aberdeen, AB13 0EX
- 1 Southfolds Steading, Balmedie, Aberdeenshire, AB23 8YY
- 6 The Holdings, Balmedie, Aberdeenshire, AB23 8YY

#### **Non-residential properties acquired and potentially available for rental**

- Parkhill Stables and Cattery, The Laurels, Corsehill, Newmachar, Aberdeen, AB21 7XA

### **Non-residential properties acquired not available for rental**

- International School of Aberdeen, Milltimber Brae, Milltimber, Aberdeen (demolition works will be carried out during Summer 2013)

### **AWPR/B-T office location**

- The AWPR/B-T team currently occupy four rooms in the Aberdeen Business Centre, Willowbank House in Willowbank Road

### **Land Made Available**

- With the exception of any objections to severance, all of the land required for both AWPR / B-T has been vested in the name of the Scottish Ministers.

### **2.3.5 Transportation**

#### **Main Functions**

The Transportation Team is responsible for the preparation, implementation and monitoring of the Local Transport Strategy and other related strategies (cycling, walking etc), including project development; inputting to the preparation and delivery of the Regional Transport Strategy and other work of Nestrans while carrying out of traffic modelling to inform strategy and project development as well as determining project feasibility and assessment; promotion and implementation of green travel planning; management of roads design, roads development management and construction consent functions; management of the Public Transport Unit; and project management of Council and Nestrans transport schemes and site supervision of Council roads projects.

#### **Assets**

#### **Office Location**

- 27 – 29 King Street – NESTRANS, ACSEF & Aberdeen City & Shire Strategic Development Planning Authority (SDPA), responsibility for which is shared with Nestrans, ACSEF and Aberdeenshire Councils.

#### **Park and Ride facilities**

- Kingswells Park and Ride (own land and building)
- Bridge of Don Park and Ride (rent land and own building – future/location/scale and rent all subject to the outcomes of the AECC tendering process, due to conclude in summer 2013) )
- A96 Park and Choose (own land – facility due to be completed and open in 2015)

### **Public Transport Unit**

- Bus stops in terms of shelters, bus stop flags on lampposts or bus stop poles are the responsibility of the Public Transport Unit.
- Parking facility (currently car park at the former Causewayend Primary School)

### **Roads Projects – buildings currently held for the Berryden improvement corridor**

#### **Residential properties**

- 168a Hutcheon Street
- 170 Hutcheon Street

#### **Non-residential properties**

- 78-90 Powis Terrace Workshops
- Remains of Berryden Business Centre, Berryden Road

## **Section 3 – Anticipated Changes to the Service**

### **3.1 Office Locations**

The majority of Teams are located on the Ground Floor North in the corporate headquarters – Marischal College. It should be noted that staffing numbers within P&SD are predicted to remain relatively stable over the next financial year. The AWPR Team is located in Willowbank House. NESTRANS and Aberdeen City and Shire SDPA are located in King Street. It should be noted that Aberdeen City Council is only one of the funding partners for the AWPR/B-T, NESTRANS and Aberdeen City and Shire SDPA. The office locations outwith Corporate Headquarters will be reviewed every 3 years for suitability and sustainability. The AWPR/B-T team may require further accommodation now the project has moved into the implementation phase. Consideration will also need to be given to the location of some staff on site during the construction period. When this is required suitable accommodation will need to need to be identified.

### **3.2 Park and Ride facilities**

There is no anticipated change to the Kingswells park and ride site. A feasibility study was carried out on the possible relocation of the Bridge of Don Park and Ride. A further decision on the final location and scale of this facility is to be considered following the outcomes of the AECC tendering process, which is due to conclude in summer 2013. The A96 Park and Choose site has also been acquired, planning permission has been granted, and work is underway to deliver this project by 2015.

### **3.3 Background on the Bridge of Don Park and Ride relocation feasibility study**

The current Bridge of Don Park and Ride car park was opened in 1994 on land adjacent to the Aberdeen Exhibition and Conference Centre. This land has been leased to Aberdeen City Council over the intervening years on the understanding that a new car park will be constructed on a permanent site.

The process of identifying new site options for Park and Ride provisions for the north of the city centre commenced at the start of 2011. A multi-disciplined project team comprising officers from Aberdeen City and Shire Councils, Nestrans and the Strategic Development Planning Authority along with stakeholder involvement has led the project.

The outcome from the initial work undertaken by the project team was a proposed short list of options to be investigated further. The final assessment of the short listed options concluded that the existing Park and Ride Car Park provision at the Aberdeen Exhibition and Conference Centre (AECC) should be retained on site as the permanent minimum provision, with consideration to be given to expanding this facility to the optimum 1000 spaces in the context of the forthcoming AECC Development Framework, including public and stakeholder consultation. At its meeting in May 2013, the Enterprise Planning and Infrastructure Committee, Members agreed the following in relation to the future of the Bridge of Don facility:

- a) note the outcome of the Option Assessment for a permanent location for the Bridge of Don Park and Ride car park;
- b) note that a Development Framework was being developed to ensure the continued operation and viability of Aberdeen Exhibition and Conference Centre;
- c) agree that taking a permanent decision on the future use of the AECC car park could potentially conflict with the forthcoming Development Framework;
- d) instruct the Director of Enterprise, Planning and Infrastructure to bring a further report to the Enterprise, Planning and Infrastructure Committee reporting on any potential conflict between the Development Framework and the preferred option for a permanent site for the Bridge of Don Park and Ride;
- e) agree that in the interim the current site continue as a temporary Park and Ride location; and
- f) request that the Director of Enterprise, Planning and Infrastructure further discuss all possible site opportunities and provide a detailed report back on all options to a future meeting of the Enterprise, Planning and Infrastructure Committee.

The outcomes of the tendering process, anticipated in summer 2013, will inform future reporting and decision-making.

### **3.4 AWPR / B-T**

In order to facilitate the development and construction of the AWPR/B-T scheme a number of predominantly residential properties have been acquired by Scottish Ministers. A total of 26 residential properties, 1 school and 1 stables/cattery have been acquired to date, other residential properties may be purchased prior to commencement of construction. As these further properties are purchased, they will be added to the Service's asset portfolio.

Following conclusion of the statutory process for approval of the AWPR / B-T, 13 of these properties will be demolished prior to commencement, or during the early stages of, construction of the AWPR / B-T project. At that time these will be removed from the Service's asset portfolio.

A number of these properties are currently let on a Scottish Short Assured Tenancy basis through property agents, while a small number are currently vacant.

It is expected that the properties not required for demolition will be capable of being resold following completion of AWPR / B-T. It is anticipated that they will continue to be leased during the construction phase, reviewed on a property specific basis prior to construction commencing.

A further two non-residential properties, Parkhill Stables and Cattery and the former site of the International School of Aberdeen at Fairgirth, have also been acquired by Scottish Ministers in connection with the AWPR scheme.

Following completion of the scheme any land declared surplus by the contractor and Scottish Ministers will, as a general rule, be offered back to the former owner.

Additionally, Scottish Ministers were asked to consider the inclusion of the following Aberdeen City Councils infrastructure projects;

- i) The A96 Park and Choose project and associated Link Road, a new 999 space site along with a 0.5km link road, joining the A96 to the Dyce Drive at its junction with Argyll Road (which leads to the Aberdeen Airport), and
- ii) The Third Don Crossing, a new 2.4km single carriageway road and river crossing scheme aside Grandholm/Tillydrone Aberdeen.

However, following the finalisation of the five year Non Housing Capital programme 2013 to 2017, the above two schemes will now be delivered by Aberdeen City Council with both anticipated to be completed in 2015. As a result, new property assets will be generated into the Service's portfolio.

### **3.5 Public Transport Unit**

Bus stops and shelters are the responsibility of the Public Transport Unit. New bus stops/shelters are erected as and when required in response to

changes in the bus service or following requests for new stops/shelters (where funding permits).

There are 1240 bus stops in Aberdeen City, 245 of these are shelters owned by Clearchannel, the rest, 995, are owned by ACC. The 995 bus stops belonging to ACC are made up of 687 bus stop flags on lampposts or bus stop poles and the remaining 308 are shelters.

The current location for parking vehicles is surplus to the Councils requirements and is being marketed for sale. The eventual sale will leave the PTU with no central parking facility.

### **3.6 Roads Projects - Buildings held for road improvements:**

Roads projects hold a number of buildings for road improvements which are reviewed and purchased as new schemes are approved. It should be noted that the Compulsory Purchase Order has been confirmed for the Third Don Crossing, thereafter, the Asset Management Team enter into land negotiations and the outcome of these negotiations will determine if there are any properties to be purchased.

## **Section 4 – Asset Demand Profile (What do we need?)**

In terms of further requirements, the AWPR/B-T and Roads Projects teams review / purchase and sell properties as required through different stages of project implementation within the agreed construction timeframe.

New bus stops/shelters are erected as and when required in response to changes in the bus service or following requests for new stops/shelters (where funding permits).

Following the planned sale of the former Causewayend School site there will not be an appropriate central parking facility for the PTU vehicles. An equivalent sized centrally located parking facility is required.

The possible relocation of Bridge of Don Park and Ride will be determined by a further report to the Enterprise Planning and Infrastructure Committee on 31 May 2012.

As stated previously, there may be a need for further office accommodation for the AWPR team, including on site, following completion of the statutory process.

## **Section 5 – Asset Supply Profile (What do we have?)**

Appendix 1 details information on all aforementioned assets. A summary of the assets listed in appendix C1 is as follows:

## Appendix C

- 1 x corporate staff office
- 2 x satellite staff offices
- 2 x park and ride
- 3 x workshops
- 2 x residential properties
- 1 x demolished business centre with sub station
- 1 x PTU parking area (Temporary)

A summary of part ownership of assets for the AWPR is as follows:

- 24 x residential properties
- 1 x stables & cattery (which includes the residential property referred to as the 'Laurels')
- 1 x school

### **Section 6 – Supply / Demand Comparison**

As noted the current PTU parking facility is only temporary and new facility is required. Initial discussions between PTU and Asset Management have taken place.

The Powis Terrace units are in a very poor state of repair and would benefit from early demolition. However, it may be more cost effective to demolish them as part of the main roadworks contract for the Berryden improvement corridor as at present there is no capital budget allocation available to demolish the buildings. These buildings are located within future phases of the Berryden Improvements Scheme, for which funding has been made available for phase 1 within the 5 year NHCP (Phase 1 being from the Maberly Street roundabout to the Hutcheon Street/Caroline Place junction). Funding for the future phases to complete the scheme are not yet available.

The Berryden Business Centre was demolished in 2008/09. However, during the process it became apparent that the electricity sub-station served not only the Business Centre but also surrounding privately owned properties. Therefore the sub-station could not be removed without being replaced first. Due to the associated legal issues, the legal work and negotiations will need to be carried out well in advance of any on site work. Although funding is now in place for Phase 1, the identification of appropriate funding for future phase will inform when this work may be scheduled. Meantime the issue will be reviewed on an annual basis to identify if more immediate action is necessary.

The two flats on Hutcheon Street are currently vacant as the legal recommendation was not to rent on a residential basis due to tenure concerns. It is unlikely that the flats would suit any operational use, so the likelihood is they will remain vacant. As with all vacant assets they are circulated bimonthly to the Corporate Asset Group within the Vacant list.

The current mechanisms in terms of assessing the provision of future assets within P&SD are adequate for the future delivery of the Service. In summary:



## Appendix C

- Staff office accommodation is assessed on a yearly basis for suitability and sustainability and it is acknowledged that as the AWPR progresses into the implementation phase there may be a requirement for further office accommodation.
- The AWPR / B-T and Roads Projects teams review / purchase and sell properties as required through different stages of project implementation plans.
- New bus stops/shelters are erected as and when required
- The future location and scale of the Bridge of Don Park and Ride will be informed by the outcomes of the AECC tendering process, which is due in summer 2013.

### **Section 7 – Preferred Solutions & Development of Outline 5 Year Plan**

#### **1) Park and Ride Sites**

- The permanent site for the Bridge of Don Park and Ride will be determined by the outcomes of the AECC tendering process. Target Completion – summer 2013.
- Park & Choose site at the A96 Dyce Drive and Dyce Drive Link Road will be delivered by ACC. Target Completion - 2015

#### **2) Berryden Improvement Corridor Assets**

- The Powis Terrace units would benefit from early demolition. However, there is currently no capital budget allocation for beyond Phase 1 of the Berryden improvement corridor – this will be reviewed on an annual basis
- Replacement of Berryden Business Centre sub station - as above – this will be reviewed on an annual basis
- Hutcheon Street - included Phase 1, which has NHCP funding and therefore should be demolished as part of the Phase 1, which is anticipated to be completed in 2017.

#### **3) South College Street**

- South College Street is part of the NHCP 5 year capital programme and may be included for completion in 2016. Both South College Street and Berryden Phase 1 are part of the NHCP Programme item – Central Aberdeen Infrastructure – which also includes the Pedestrianisation of Union Street from Market Street to Bridge Street – this mini programme will not only meet the needs of improving the City's transport network in accordance with the LTS and RTS, but will also complement the regeneration commitment for the City Centre.

#### **4) PTU Parking Facility**

- Continue to work with Asset Management to identify an alternative site.  
Target Completion - TBC

### **Section 8 – Approval by SMT**

To be presented for approval at appropriate meeting.

### **Section 9 – Comments of the Corporate Asset Group**

The Service AMP was deemed approved by the Corporate Asset Group following consultation in early August 2013.



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Appendix C1 - Planning Sustainable Development

	Property Address	File No	UPRN	Property Type	Title	GIFA	Site Area Hectares	Construction Year Approx	Condition	Survey date
Operational	<b>Park &amp; Ride</b>									
	Park And Ride - Kingswells Building And Land Park And Ride Kingswells AB15 8PJ	2255	009051312766	Park & Ride	Freehold	187	8.381525	2004	A	10-Jul-12
	Park And Ride Bridge Of Don Exhibition Avenue Parkway East Bridge Of Don Aberdeen AB23 8BL	2479	009051312765	Park & Ride	Leasehold	66	1.857907	2000	A	19-Jun-13
	<b>Office Accommodation</b>									
	Suite 1 Archibald Simpson House	2021	009051083696	Office	Freehold	107.18	0.060702	1818	B	12-Apr-13
	Offices Aberdeen Business Centre	1152	009051312953	Office	Freehold	76.64	0.400638	1795	B	
	Marischal College	1732	009051081797	Office	Freehold	17484	1.136598	1844	A	n/a
Vacant and Part Vacant	<b>Parking Facilities</b>									
	Causewayend School Car Park	1569	009051071744	Car Park	Freehold					
	<b>Berryden Improvement Corridor Assets</b>									
	78-90 Powis Terrace			Commercial	Freehold	1739	0.3	1960		
	168a Hutcheon Street			Residential	Freehold	31	0.004	1960		
	170 Hutcheon Street			Residential	Freehold	84	0.0061	1960		
	Berryden Business Centre, Berryden Road (electricity sub station)			Sub-Station	Freehold	30	0.2755	1920		
<b>AWPR / BT Assets</b>										
Dellwood, 2A Milltimber Brae, Milltimber, Aberdeen, AB13 0DY				Residential	Freehold					
The Sidings, Station Road, Milltimber, Aberdeen, AB13 0DP				Residential	Freehold					
Beech Hill, 309 North Deeside Road, Milltimber, Aberdeen, AB13 0DL				Residential	Freehold					
Carskeoch, 252 North Deeside Road, Milltimber, Aberdeen, AB13 0DJ				Residential	Freehold					
Pine Lodge, 315 North Deeside Road, Milltimber, Aberdeen, AB13 0DL				Residential	Freehold					

Appendix C1 - Planning Sustainable Development

Property Address	File No	UPRN	Property Type	Title	GIFA	Site Area Hectares	Construction Year Approx	Condition	Survey date
Kerloch, 2 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY			Residential	Freehold					
Clarewood, 4 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY			Residential	Freehold					
Birchlea, 250a North Deeside Road, Milltimber, Aberdeen, AB13 0DJ			Residential	Freehold					
Millbrae House, 6 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY			Residential	Freehold					
Newhall House, Portlethen, Aberdeen, AB12 4RT			Residential	Freehold					
Bridgebank, 3 Milltimber Brae, Aberdeen, Milltimber, Aberdeen, AB13			Residential	Freehold					
Crofton, 5 Milltimber Brae, Aberdeen, Milltimber, Aberdeen, AB13 0DY			Residential	Freehold					
Broomhill, Blacktop, Kingswells, Aberdeen, AB15 8QL			Residential	Freehold					
1 Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP			Residential	Freehold					
2 Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP			Residential	Freehold					
Gairlea, Blacktop, Milltimber, Aberdeen, AB15 8QL			Residential	Freehold					
Parkhill Stables and Cattery, Corsehill, Newmachar, Aberdeen, AB21			Commercial	Freehold					
The Laurels, Corsehill, Newmachar, Aberdeen, AB21 7XA			Residential	Freehold					
International School of Aberdeen, Milltimber Brae, Milltimber, Aberdeen			(Demolition)	Freehold					
Gairn Park, Kingswells, Aberdeen, AB15 8QJ			Residential						
Greenloaming Cottage, Blairs, Aberdeen, AB12 5YB			Residential						
Dalriach, Contlaw Road, Milltimber, AB13 0EJ			Residential						
North Cookney Croft, Netherley, Stonehaven, AB39 3SB			Residential						
Sunnybank Cottage, Craibstone Estate, Aberdeen, AB21 9ST			Residential						
Grandview, Kingswells, Aberdeen, AB15 8SA			Residential						
Bogenjoss, Kirkhill Forest, Dyce, Aberdeen, AB21 0HE			Residential						
1 Southfolds Steading, Balmedie, Aberdeenshire, AB23 8YY			Residential						
6 The Holdings, Balmedie, Aberdeenshire, AB23 8YY			Residential						

Appendix C1 - Planning Sustainable Development

	Property Address	Suitability	Survey date	Accessible to the public	Running Costs	Efficiency / Utilisation	Use	Users
Operational	<b>Park &amp; Ride</b>							
	Park And Ride - Kingswells Building And Land Park And Ride Kingswells AB15 8PJ	A	21-Mar-11	Yes	Satisfactory	Moderate.	Parking & waiting area.	Public
	Park And Ride Bridge Of Don Exhibition Avenue Parkway East Bridge Of Don Aberdeen AB23 8BL	A	21-Mar-11	Yes	Satisfactory	Well used.	Parking & waiting area.	Public
	<b>Office Accommodation</b>							
	Suite 1 Archibald Simpson House	B	27-Apr-12	n/a	Satisfactory	Well used.	Office	NESTRANS, etc
	Offices Aberdeen Business Centre	B	11-Apr-12	n/a	Satisfactory	Well used.	Office	AWPR Team
	Marischal College	A	01/11/2011	Yes	n/a - Corporate	n/a - Corporate	Office	P&SD Staff and public
Vacant and Part Vacant	<b>Parking Facilities</b>							
	Causewayend School Car Park			n/a	None	In full use.	Bus and van parking.	PTU
	<b>Berryden Improvement Corridor Assets</b>							
	78-90 Powis Terrace							
	168a Hutcheon Street							
	170 Hutcheon Street							
	Berryden Business Centre, Berryden Road (electricity sub station)							
	<b>AWPR / BT Assets</b>							
	Dellwood, 2A Milltimber Brae, Milltimber, Aberdeen, AB13 0DY							
	The Sidings, Station Road, Milltimber, Aberdeen, AB13 0DP							
	Beech Hill, 309 North Deeside Road, Milltimber, Aberdeen, AB13 0DL							
Carskeoch, 252 North Deeside Road, Milltimber, Aberdeen, AB13 0DJ								
Pine Lodge, 315 North Deeside Road, Milltimber, Aberdeen, AB13 0DL								

Appendix C1 - Planning Sustainable Development

Property Address	Suitability	Survey date	Accessible to the public	Running Costs	Efficiency / Utilisation	Use	Users
Kerloch, 2 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY							
Clarewood, 4 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY							
Birchlea, 250a North Deeside Road, Milltimber, Aberdeen, AB13 0DJ							
Millbrae House, 6 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY							
Newhall House, Portlethen, Aberdeen, AB12 4RT							
Bridgebank, 3 Milltimber Brae, Aberdeen, Milltimber, Aberdeen, AB13							
Crofton, 5 Milltimber Brae, Aberdeen, Milltimber, Aberdeen, AB13 0DY							
Broomhill, Blacktop, Kingswells, Aberdeen, AB15 8QL							
1 Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP							
2 Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP							
Gairlea, Blacktop, Milltimber, Aberdeen, AB15 8QL							
Parkhill Stables and Cattery, Corsehill, Newmachar, Aberdeen, AB21							
The Laurels, Corsehill, Newmachar, Aberdeen, AB21 7XA							
International School of Aberdeen, Milltimber Brae, Milltimber, Aberdeen							
Gairn Park, Kingswells, Aberdeen, AB15 8QJ							
Greenloaning Cottage, Blairs, Aberdeen, AB12 5YB							
Dalriach, Contlaw Road, Milltimber, AB13 0EJ							
North Cookney Croft, Netherley, Stonehaven, AB39 3SB							
Sunnybank Cottage, Craibstone Estate, Aberdeen, AB21 9ST							
Grandview, Kingswells, Aberdeen, AB15 8SA							
Bogenjoss, Kirkhill Forest, Dyce, Aberdeen, AB21 0HE							
1 Southfolds Steading, Balmedie, Aberdeenshire, AB23 8YY							
6 The Holdings, Balmedie, Aberdeenshire, AB23 8YY							



Appendix C1 - Planning Sustainable Development

Operational	Property Address	Overall Service Assessment	Investment Required / Solution	Service need for Asset					
				0-2 Years	2-5 Years	5-10 Years	10 years+		
Operational	<b>Park &amp; Ride</b>								
	Park And Ride - Kingswells Building And Land Park And Ride Kingswells AB15 8PJ	Satisfactory.	None					X	
	Park And Ride Bridge Of Don Exhibition Avenue Parkway East Bridge Of Don Aberdeen AB23 8BL	future location awaiting outcomes of AECC tender due in summer 2013	tbc						X
	<b>Office Accommodation</b>								
	Suite 1 Archibald Simpson House	Satisfactory.	None			X			
	Offices Aberdeen Business Centre	Satisfactory.	None			X			
	Marischal College	Good. Meets requirements.	None					X	
Vacant and Part Vacant	<b>Parking Facilities</b>								
	Causewayend School Car Park	Satisfactory.	Alternative site to be sought.	X					
	<b>Berryden Improvement Corridor Assets</b>								
	78-90 Powis Terrace	Not lettable.	Demolition		X				
	168a Hutcheon Street	Not lettable.	Demolition		X				
	170 Hutcheon Street	Not lettable.	Demolition		X				
	Berryden Business Centre, Berryden Road (electricity sub station)		New sub-station required.			X			
Vacant and Part Vacant	<b>AWPR / BT Assets</b>								
	Dellwood, 2A Milltimber Brae, Milltimber, Aberdeen, AB13 0DY					X			
	The Sidings, Station Road, Milltimber, Aberdeen, AB13 0DP					X			
	Beech Hill, 309 North Deeside Road, Milltimber, Aberdeen, AB13 0DL					X			
	Carskeoch, 252 North Deeside Road, Milltimber, Aberdeen, AB13 0DJ					X			
	Pine Lodge, 315 North Deeside Road, Milltimber, Aberdeen, AB13 0DL					X			

Appendix C1 - Planning Sustainable Development

Property Address	Overall Service Assessment	Investment Required / Solution	Service need for Asset			
			0-2 Years	2-5 Years	5-10 Years	10 years+
Kerloch, 2 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY				X		
Clarewood, 4 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY				X		
Birchlea, 250a North Deeside Road, Milltimber, Aberdeen, AB13 0DJ				X		
Millbrae House, 6 Milltimber Brae, Milltimber, Aberdeen, AB13 0DY				X		
Newhall House, Portlethen, Aberdeen, AB12 4RT				X		
Bridgebank, 3 Milltimber Brae, Aberdeen, Milltimber, Aberdeen, AB13				X		
Crofton, 5 Milltimber Brae, Aberdeen, Milltimber, Aberdeen, AB13 0DY				X		
Broomhill, Blacktop, Kingswells, Aberdeen, AB15 8QL				X		
1 Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP				X		
2 Sunnybank Cottage, Craibstone, Aberdeen, AB21 9SP				X		
Gairlea, Blacktop, Milltimber, Aberdeen, AB15 8QL				X		
Parkhill Stables and Cattery, Corsehill, Newmachar, Aberdeen, AB21				X		
The Laurels, Corsehill, Newmachar, Aberdeen, AB21 7XA				X		
International School of Aberdeen, Milltimber Brae, Milltimber, Aberdeen				X		
Gairn Park, Kingswells, Aberdeen, AB15 8QJ				X		
Greenloaning Cottage, Blairs, Aberdeen, AB12 5YB				X		
Dalriach, Contlaw Road, Milltimber, AB13 0EJ				X		
North Cookney Croft, Netherley, Stonehaven, AB39 3SB				X		
Sunnybank Cottage, Craibstone Estate, Aberdeen, AB21 9ST				X		
Grandview, Kingswells, Aberdeen, AB15 8SA				X		
Bogenjoss, Kirkhill Forest, Dyce, Aberdeen, AB21 0HE				X		
1 Southfolds Steading, Balmedie, Aberdeenshire, AB23 8YY				X		
6 The Holdings, Balmedie, Aberdeenshire, AB23 8YY				X		

## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise Planning and Infrastructure
DATE	27 August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Review of 20mph advisory zones
REPORT NUMBER:	EPI/13/115

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### **1.0 PURPOSE OF REPORT**

At its meeting of the 15<sup>th</sup> November 2011 the committee requested that officer's report back on the possibility of changing the whole structure of traffic controls within the city of Aberdeen. Such a study should start from the principle of having all housing sub divisions designated 20 mph traffic Zones within arterial or main roads being designated as 30 or 40 mph maximum speed zones.

### **2.0 RECOMMENDATIONS**

It is recommended that the Committee:

1. Note the content of this report and the assessment criteria of the Mandatory and Advisory 20 mph speed limit zones.

### **3.0 FINANCIAL IMPLICATIONS**

- 3.01 The provisional cost of changing all advisory 20mph speed limit zones to mandatory 20mph zones with signing and lining only, is estimated at £506,000 and an additional estimated £300,000 to survey and promote 20 mph speed limit to non strategic routes where the existing urban speed limit of 30 mph is in place. Further traffic calming may be required to ensure compliance and self enforcement of the scheme in accordance with policy and guidelines at an associated additional cost.

### **4.0 OTHER IMPLICATIONS**

Should the self-enforcement may not be strong enough and may require additional police enforcement; there should be no expectation on police to provide additional enforcement beyond their routine activity, unless this has been explicitly agreed

## **5.0 BACKGROUND / MAIN ISSUES**

- 5.0.1 In April 2002 the City Council adopted a policy with regard to the assessment criteria and implementation strategy for 20 mph speed limits within the city. The policy includes criteria for the assessment and justification of both mandatory and advisory speed limits. A summary copy is appended to this report for information. The policy was founded on national guidance and reflected the good practice criteria that had generally been employed by local authorities.
- 5.0.2 As members will be aware speed limits on the local road network in Scotland are determined by the local Road Authority having regard to guidance issued by the Scottish Government. (Setting Local Speed Limits ETLCD Circular 01/2006)<sup>3</sup>, (SEDD Circular No 6/2001<sup>1</sup> - 20 mph Speed). The national policy reflects some of the important developments in speed management policies and research, including the extended knowledge of the relationship between speed and the risk of accident and severity of injury. The most recent guidance published continues to support the adopted policy of this council.
- 5.0.3 Mandatory and advisory 20 mph speed limits have over time been introduced throughout the city to address identified road safety needs and concerns that have in general been justified in terms of the adopted policy. A map indicating the areas where both mandatory and advisory (Twenty's Plenty) 20 mph limits are shown in annex C

## **5.1 Discussion**

- 5.1.1 The introduction of both mandatory and advisory speed limits within the existing road network should be evidence led and justified through assessment and compliance with the adopted policy and guidance. In the few locations where speed limits have been introduced and have not met the assessment and qualifying criteria monitoring has indicated that they are less effective with before and after speeds remaining similar. In such cases the speed limits quickly fall into disrepute with a real potential for drivers to generally become complacent with regard to adherence to speed limits
- 5.1.2 The adopted local 20mph speed limit policy and current Scottish Government Publications provide the following clear guidance on the application and use of 20 mph speed limits within Aberdeen.
- Should be consistent with the authority's road safety objectives as set out in its Road Safety Plan
  - Should be judged likely that, after the engineering measures have been installed, the average speed will be 20 mph or less at

representative sites within the zone, i.e. at individual features and at points between measures where speeds are expected to be highest.

- Emergency services must have been consulted and their responses taken into account
- Entrances to 20 mph zones should be at a junction so that drivers whose destination is not within the zone have an alternative route outside the zone

5.1.3 Area wide traffic 20 mph mandatory and advisory speed limits have been utilised within Aberdeen for a number of years and the attached plan in annex C highlights the high proportion of residential areas that are covered. A significant number of the mandatory speed limits are supported by traffic calming measures.

5.1.4 The policy guidance recommends that a mandatory 20 mph should only be introduced where the 85<sup>th</sup>ile speed is 24 mph or below and that advisory speed limit should only be considered where the 85<sup>th</sup>ile speed lies between 25-30 mph. In cases where this criteria is exceeded, traffic calming measures should be introduced to ensure that the speed limit is adhered too and as far as reasonably possible self enforcing. For a speed limit to be effective it should be, where possible, self enforcing and readily recognised by drivers and this to a significant extent is reinforced or emphasised by the built local environment.

5.1.5 Successful 20 mph zones and speed limits are generally self-enforcing, i.e. the existing conditions of the road together with measures such as traffic calming or signing, publicity and information as part of the scheme, lead to a traffic speed compliant with the speed limit. Guidance clearly indicates that such limits should not be introduced where there is no realistic expectation that they will achieve the required decrease in traffic speeds.

5.1.6 The need to rationalise and standardise 20 mph speed limits to only be mandatory has been expressed with respect to perceptions of driver recognition of speed limit type and compliance. Where an advisory speed limit is to be changed to a mandatory limit it can be assumed that it would be necessary for traffic calming measures to be introduced. The cost of traffic calming is substantial and justification for the introduction, in some cases area wide traffic calming, would have to be considered and prioritised.

## **6.0 ASSESSMENT**

6.01 The suggested rationalisation of the existing 20mph speed limits to mandatory speed limits has required a comprehensive review of the existing advisory 20mph areas. For the review and assessment of the

existing advisory limits it was necessary to carry out speed surveys and an analysis of the road accident statistics for each area. A summary of the speed surveys and accident analysis is given in annex D.

- 6.02 Whilst it has not been necessary to survey and assess all roads within the individual areas, the specific locations selected are considered to provide typical data for that area and are generally the critical links.
- 6.03 The speed and collision data collected within the 20mph advisory zones is considered representative of the various areas. Analysis of the speed survey data clearly indicates that with the exception of Gray Street, Princess Drive and Woodend Road none of the links surveyed would comply with the criteria adopted for the implementation of mandatory 20 mph's.
- 6.04 The surveys have also highlighted that for three of the roads, Jesmond Drive, Bankhead Road and Greenburn Drive, traffic is travelling in excess of that suitable for an advisory limit and so further investigation of these links is warranted with respect to issues related to speed management. However it will be noted that the speeds recorded have typical characteristic of a 30 mph local distributor road within the urban environment and that it may be prudent to consider the removal of the advisory speed limits.
- 6.05 The road accident data covering a three year period has been considered for each of the locations and has shown that there are no recorded road accidents. There is therefore statistical basis to necessitate the consideration of further traffic management measures.
- 6.06 From the information gathered with respect to traffic speeds and road accidents it would be extremely difficult to justify further action at this time given the limited resources available and road safety priorities city wide.
- 6.07 The assessment has considered only those locations or areas that historically have been noted as raising local road safety issues and requiring attention due to the vehicular speeds. Should the approach to a city wide mandatory 20 mph be considered for all residential areas the work necessary to assess each specific location would be extensive and require the full time attention of officers who are currently wholly committed to road safety and traffic management works.

## **6.1 Resource Implications and Enforcement**

- 6.1.1 Should the committee wish to proceed with the implementation of city wide mandatory 20 mph speed limits to replace the existing advisory limits there would be significant implications in terms of financial, staff and Police resources.

- 6.1.2 It has been estimated that the cost of altering the existing advisory 20 mph speed limits would be in the order of £500,000 for which no budget has been identified. Should this be expanded to include all residential areas the cost of this work would exceed £800,000. When considering traffic management and road safety initiatives it is necessary to justify proposals in terms of the existing road accident records and cost in order to prioritise the schemes with the greatest need.
- 6.1.3 The analysis of the road accident data and that of the reported speeds clearly indicate that the conversion from advisory to mandatory speed limits could not be justified at this time. Further the implications and impact on officer resources for the assessment, design, promotion of traffic regulation orders and implementation would be significant over the 2 year period that would be needed to deliver a city wide proposal. The diversion of a staff resource to progress a scheme would have a major impact on the work of the traffic management team who are fully committed to the day to day traffic management issues that arise.
- 6.1.4 One of the guiding principles when considering speed management is that speed limits should be self enforcing as far as practical and in general relates to the local environment of the road. Where speed limits that do not meet the policy guidelines are introduced additional enforcement by the police would be required. The Police have indicated that while they will provide a level of enforcement they have a very limited resource and would not be in support of 20 mph schemes that do not meet the qualifying criteria.
- 6.1.5 The implementation of mandatory speed limits would require that traffic calming be introduced for the majority of the existing advisory limits and would add greatly to the cost of any proposal. As noted in 6.2.2 above it is necessary to justify and prioritise any new works and in this context the additional costs associated with traffic calming would place any scheme at a very low priority.

## **7.0 CONCLUSION**

- 7.01 The aim of speed management actions is to deliver a balance between safety and mobility objectives for all road users and to ensure efficient travel in line with the current road safety plan, policy and guidance.
- 7.02 Changes to a speed limit should be evidence led, and verification of data collected shows the majority of 20 mph zones assessed 85<sup>th</sup>ile speed although less than 30 mph, are greater than the 24 mph tolerance to implement a mandatory 20 mph speed limit zone. There were also no recorded personal injury accidents between 2009 and 2012. These two main factors when taken into consideration would not support the progression of mandatory 20 mph speed limits to replace the existing advisory 20 mph speed limits.

- 7.03 The work associated with progressing a move towards mandatory speed limits would have a major impact on the available staff resource and would impact greatly on the work of the traffic management team.
- 7.04 At this time no budget has been identified should the committee wish to proceed with a revision to the advisory speed limits

## 8.0 IMPACT

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

## 9.0 BACKGROUND PAPERS

- [1](#) 20mph Speed Limits - [SEDD Circular No 6/2001](#)
- [2](#) 20 mph Speed Limits and Zones [Traffic Advisory Leaflet 09/1999](#)
- [3](#) Setting Local Speed Limits [Guidance for Local Authorities: ETLTD Circular 1/2006](#).
- [4](#) SCOTS Additional Guidance: [ETLTD Circular No. 1/2006](#) Setting Local Speed Limits – Speed Limit Review.
- [5](#) DfT Traffic Advisory Leaflet 2/06 ([TAL 2/06](#)) Speed Assessment Framework
- [6](#) ACC Adopted Policy for 20 mph Speed Limits – Committee report 16 April 2002.
- [7](#) [DFT Interim Evaluation of Implementation of 20 mph Speed Limit](#)
- [8](#) [Parliament UK : Roads: Speed limits](#)
- [9](#) (20's plenty for us Sept 2011) [20's Plenty UK](#)
- [10](#) "Total 20" whereby all residential roads are or will be set to a 20 mph limit

## 10.0 Consultees comments

### Enterprise, Planning and Infrastructure Committee

**Convener: Councillor Barney Crockett**      *emailed 19-july-2013*  
**Vice Convener: Councillor Ramsay Milne**      *emailed 19-July-2013*

### Enterprise, Planning and Infrastructure Committee

Councillor Barney Crockett	<i>emailed 19-July-2013</i>
Councillor Ramsay Milne	<i>emailed 19-July-2013</i>
Councillor Yvonne Allan	<i>emailed 19-July-2013</i>
Councillor Marie Boulton	<i>emailed 19-July-2013</i>
Councillor John Corall	<i>emailed 19-July-2013</i>
Councillor Bill Cormie	<i>emailed 19-July-2013</i>
Councillor Steve Delaney	<i>emailed 19-July-2013</i>
Councillor Andrew Finlayson	<i>emailed 19-July-2013</i>
Councillor Ross Grant	<i>emailed 19-July-2013</i>
Councillor Muriel Jaffrey	<i>emailed 19-July-2013</i>
Councillor Neil MacGregor	



Councillor Callum McCaig	<i>emailed 19-July-2013</i>
Councillor Jean Morrison MBE	<i>emailed 19-July-2013</i>
Councillor Ross Thomson	<i>emailed 19-July-2013</i>
Councillor Ian Yuill	<i>emailed 19-July-2013</i>

### **Local Members**

Councillor Aileen Malone	<i>emailed 19-July-2013</i>
Councillor Alan Donnelly	<i>emailed 19-July-2013</i>
Councillor Andrew May	<i>emailed 19-July-2013</i>
Councillor Angela Taylor	<i>emailed 19-July-2013</i>
Councillor David Cameron	<i>emailed 19-July-2013</i>
Councillor Fraser Forsyth	<i>emailed 19-July-2013</i>
Councillor George Adam	<i>emailed 19-July-2013</i>
Councillor Gill Samarai	<i>emailed 19-July-2013</i>
Councillor Gordon Graham	<i>emailed 19-July-2013</i>
Councillor Gordon Townson	<i>emailed 19-July-2013</i>
Councillor Graeme Lawrence	<i>emailed 19-July-2013</i>
Councillor Graham Dickson	<i>emailed 19-July-2013</i>
Councillor Jackie Dunbar	<i>emailed 19-July-2013</i>
Councillor James Kiddie	<i>emailed 19-July-2013</i>
Councillor Jennifer Stewart	<i>emailed 19-July-2013</i>
Councillor Jenny Laing	<i>emailed 19-July-2013</i>
Councillor Jim Noble	<i>emailed 19-July-2013</i>
Councillor John Reynolds	<i>emailed 19-July-2013</i>
Councillor Kirsty Blackman	<i>emailed 19-July-2013</i>
Councillor Len Ironside CBE	<i>emailed 19-July-2013</i>
Councillor Lesley Dunbar	<i>emailed 19-July-2013</i>
Councillor M. Tauqeer Malik	<i>emailed 19-July-2013</i>
Councillor Martin Greig	<i>emailed 19-July-2013</i>
Councillor Nathan Morrison	<i>emailed 19-July-2013</i>
Councillor Neil Cooney	<i>emailed 19-July-2013</i>
Councillor Sandy Stuart	<i>emailed 19-July-2013</i>
Councillor Scott Carle	<i>emailed 19-July-2013</i>
Councillor Willie Young	<i>emailed 19-July-2013</i>

### **Council Officers**

Barry Jenkins, Head of Finance	<i>emailed 19-July-2013</i>
Jane MacEachran, City Solicitor, Continuous Improvement	<i>emailed 19-July-2013</i>
Ciaran Monaghan, Head of Service, Office of Chief Executive	<i>emailed 19-July-2013</i>
Gordon McIntosh, Director of Enterprise, Planning and Infrastructure	<i>emailed 19-July-2013</i>

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Hugh Murdoch, Head of Service, Shelter and Environment  
*emailed 19-July-2013*

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Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership  
***emailed 19-July-2013 are in agreement with the content of the report.***

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Mike Cheyne, Roads Manager  
*emailed 19-July-2013*

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Colin Walker, Community Safety Manager  
*emailed 19-July-2013*

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Dave Young, Account Manager, Service, Design and Development  
*emailed 19-July-2013*

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Laura Watson, Service Co-ordinator E P & I  
*emailed 19-July-2013*

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Mark Masson, Committee Services  
*emailed 19-July-2013*

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## 11.0 REPORT AUTHOR DETAILS

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Road Safety & Traffic Management Team  
[lsnee@aberdeencity.gov.uk](mailto:lsnee@aberdeencity.gov.uk)  
(01224) 538054



## **SCOTTISH EXECUTIVE**

Development Department  
Transport Division 3

Victoria Quay  
Edinburgh EH6 6QQ

### **SEDD Circular No. 6/2001**

To: Chief Executives, Scottish Local Authorities  
Chief Officers of Transportation, Scottish Local Authorities  
Chief Constables

Telephone: 0131-244 0837

Fax: 0131-244 0871

[Ann.whatcott@scotland.gsi.gov.uk](mailto:Ann.whatcott@scotland.gsi.gov.uk)

<http://www.scotland.gov.uk>

Your ref:

Our ref:

17 August 2001

Dear Sir/Madam

### **20 MPH SPEED LIMITS**

1. This Circular restates the guidance, in SODD Circular 13/1999, on 20 mph zones and provides revised guidance on mandatory and advisory 20 mph speed limits. The information in this Circular, which replaces that contained in SODD Circular 13/1999, is intended as guidance only: it is not meant to modify or override any of the provisions contained in the relevant road traffic legislation.

### **BACKGROUND**

2. Changes to the legislation relating to 20 mph speed limits, introduced in 1999, removed the requirement for local authorities to obtain the consent of the Scottish Ministers before making an order in respect of a 20 mph speed limit. Authorities now have power to introduce 20 mph zones, in which engineering measures are a standard feature to ensure that the zones are self-enforcing, and 20 mph speed limits, with or without traffic calming measures, at suitable locations. Traffic Advisory Leaflet 9/99 gives advice on the implementation of 20 mph zones and speed limits.

3. Circular 13/1999 provided interim guidance on the use of signs only 20 mph speed limits. It also indicated that the Scottish Executive and the Society of Chief Officers of Transportation in Scotland (SCOTS) were evaluating trials involving low cost advisory 20 mph speed limits implemented by local authorities throughout Scotland. The pilot sites did not have speed reducing features designed to make the limits self-enforcing and relied for their effectiveness on the co-operation and support of local people. A report on the evaluation was published on 15 March. The research found that average speeds were reduced at 60% of trial sites, that there was a considerable drop in the number and severity of recorded accidents, and that overall the schemes had received strong support from local communities.

4. The Scottish Executive has considered with SCOTS how best to take forward the results of the research. It has been concluded that there is a continuing role for advisory 20 mph speed limits in certain circumstances. The revised guidance in this Circular on mandatory and advisory 20 mph speed limits takes account of the findings of the research on the pilot projects.

## **20 MPH ZONES**

5. The key to a successful 20 mph zone is to have in place speed reducing features in sufficient numbers and of appropriate design to reduce traffic speeds to 20 mph or less without the need for police enforcement. The Traffic Signs General (Amendment) Directions 1999 provide that the 20 mph zone sign (diagram 674 in the Traffic Signs Regulations and General Directions 1994 (TSRGD)) may only be placed on a road if no point on the road to which the sign applies is more than 100 metres from a traffic calming feature. They also identify the measures considered suitable for creating a successful 20 mph zone. It is for local traffic authorities to decide on the number and type of measures which should be employed in each particular case. If speed reducing features which do not comply with the Directions are to be used in a scheme, it will be necessary to seek special authorisation for their use.

6. The following issues should be taken into account when considering the establishment of 20 mph zones:

- a. The establishment of the zone should be consistent with the authority's road safety objectives as set out in its Road Safety Plan.
- b. It should be judged likely that, after the engineering measures have been installed, the average speed will be 20 mph or less at representative sites within the zone, i.e. at individual features and at points between measures where speeds are expected to be highest.
- c. The emergency services must have been consulted and their responses taken into account when designing a 20 mph zone. In that context 20 mph zones are unlikely to be appropriate on the approaches to fire or ambulance stations or hospitals, where the casualty reductions to be expected from lower speed may be outweighed by the delay to emergency service vehicles.
- d. Entrances to 20 mph zones should normally be at a junction so that drivers whose destination is not within the zone have an alternative route outside the zone. Entrances should be designed so as to give the appearance of passing through a "gateway" to a more restricted area. "Gateway" in this context means a physical feature or features (such as engineering measures or landscaping) which alert drivers to the fact that they are entering a "special" area. All entrances should have a 20 mph zone sign.
- e. The type of engineering measures available to slow traffic to 20 mph are detailed in Traffic Signs General Direction 14A which links traffic calming to 20 mph zones. Road humps are the most common speed reducing feature used in 20 mph zones but road narrowings, raised junctions and mini-roundabouts are also available and, if used in the right combination, can reduce speed sufficiently in a 20 mph zone. The design of a scheme should ensure, as far as possible, that the engineering measures used do not create hazards for cyclists and pedestrians – particularly those people with a visual or mobility impairment.

- f. 20 mph zones should not normally be introduced if any part of the zone will be more than 1 kilometre from any boundary road or there are no alternative routes available at entry points for through traffic.

## **20 MPH ZONE SIGNING**

7. The Traffic Signs General Direction 14A links the use of the 20 mph zone sign (diagram 674 in the TSRGD) to the placing of measures to reduce traffic speeds sufficiently so that an average speed of 20 mph or less can be achieved. While the use of repeater signs in 20 mph zones using sign 674 is not precluded in regulations, there should be no need for repeaters as the self-enforcing nature of the zones should not require a reminder of the speed limit. Signs to diagram 675 in the TSRGD are required at each exit from a 20 mph zone.

8. On roads which form part of a 20 mph zone there is no requirement to provide signing and lighting of road humps nor signing of traffic calming features. The requirements for signing and lighting do, however, apply in roads to which a 20 mph speed limit, indicated by sign 670 in TSRGD, is applied.

## **MANDATORY 20 MPH SPEED LIMITS**

9. Local authorities may establish mandatory 20 mph speed limits indicated by speed limit signs only (diagram 670 in TSRGD) and with no supporting speed reducing features. It is recognised that there may be pressure on local authorities from the public and community groups for the introduction of 20 mph speed limits as a road safety measure in certain areas. Authorities may regard mandatory 20 mph speed limits without relatively expensive speed reduction features as an attractive option, but such limits should not be introduced where there is no realistic expectation that they will achieve the required decrease in traffic speeds, or where the police are unable to give an undertaking to provide an effective level of enforcement. Local authorities should, therefore, consult the police at an early stage when considering the introduction of mandatory 20 mph speed limits. Unrealistic and unenforceable speed limits will not bring about the expected road safety benefits and are likely to lead to pressure for the provision of traffic calming measures to ensure their effectiveness.

10. It is considered that certain roads or small groupings of roads in town or village centres, where the 85<sup>th</sup> percentile speed is only a little over 20 mph - no higher than 24 mph is recommended - might be suitable for signs only mandatory 20 mph speed limits. The character and environment of these roads, because they are narrow, or have bends or natural build-outs, should convey to drivers the impression that 20 mph is the most suitable speed. In these circumstances the placing of 20 mph signs could by themselves be sufficient to achieve the required small reduction in speed.

11. If the 85<sup>th</sup> percentile speed of traffic before implementing a mandatory 20 mph speed limit is higher than 24 mph, or it is felt that the desired reduction in the vehicle speeds is unlikely to be achieved by the use of signs alone, it is possible to construct speed reducing features in 20 mph speed limits indicated by sign 670. It should be noted, however, that any road humps would require to be adequately illuminated, and it may be necessary to erect warning signs indicating the presence of road humps or other traffic calming features.

## **SIGNING OF MANDATORY 20 MPH SPEED LIMITS**

12. In order to comply with Direction 10 in TSRGD, repeater signs are required in roads to which a 20 mph speed limit indicated by sign 670 applies. This has a practical application as 20 mph speed limits are likely to be established on roads previously subject to a 30 mph speed limit. Without the use of repeater signs, drivers could legitimately expect the speed limit to be 30 mph. At the end of the mandatory 20 mph speed limit signs to diagram 670 will be required indicating the change of speed limit.

## **CONSULTATION ON 20 MPH ZONES AND MANDATORY 20 MPH SPEED LIMITS**

13. There is a statutory requirement (Paragraph 20 (1) of Part III of Schedule 9 to the Road Traffic Regulation Act 1984) to consult the police and organisations representing road users about proposals for speed limit orders. This is of particular significance in the case of mandatory 20 mph speed limits without supporting speed reducing measures, where effective enforcement will depend on the police. It is vital, when promoting such orders, to give full weight to the views expressed by the police as regards the enforceability of the speed limit proposed.

14. There are, in addition, statutory requirements to consult the fire and ambulance services about proposals to construct road humps (The Road Humps (Scotland) Regulations 1998) or other traffic calming measures (The Roads (Traffic Calming) (Scotland) Regulations 1994). Local traffic authorities are, however, also encouraged to consult local residents, perhaps through community councils or residents' associations; bus operators and, where appropriate, Passenger Transport Executives; the Road Haulage Association and the Freight Transport Association. In coastal towns and villages Lifeboat and Coastguard services should also be consulted.

## **ADVISORY 20 MPH SPEED LIMITS**

15. The findings of the pilot 20 mph schemes have been taken into account in devising recommended criteria for future advisory 20 mph schemes. The sites selected for the pilot projects were in self-enclosed residential areas used mainly by local residents and with little or no through traffic. It is considered that areas with similar characteristics, particularly a small group of streets, a whole housing estate or a readily identifiable sector of a community, may be suitable for new advisory 20 mph speed limits. In general, roads which carry through traffic, bus routes, or roads which have a significant volume of non-resident traffic are unlikely to be suitable because of the difficulty in obtaining widespread public support.

16. Advisory 20 mph speed limits are most likely to be effective in areas where before 85<sup>th</sup> percentile speeds are in the range 25-30 mph. An advisory 20 mph limit may be appropriate where 85<sup>th</sup> percentile speeds are lower, but in those circumstances consideration should be given to a mandatory speed limit. Local authorities should exercise caution where 85<sup>th</sup> percentile speeds are higher than 30 mph – some traffic calming to support the advisory speed limit is recommended in such areas. An advisory 20 mph speed limit is **not** considered appropriate where the legally enforceable speed limit is higher than 30 mph.

17. The length of road on which an advisory 20 mph speed limit should apply and the availability of alternative routes for drivers is an important factor. In general, drivers should not be required to travel more than 600 metres before reaching the end of the 20 mph speed limit. Where a road is

straight for more than 400 metres in length and has no natural traffic calming features, consideration should be given to reinforcing the advisory speed limit by the installation of low cost traffic calming measures.

18. Experience from the pilot schemes suggests that reductions in the number and severity of accidents may be expected in line with reductions in speeds. While an advisory 20 mph speed limit may be considered in areas with no history of accidents, such a measure is unlikely to be appropriate in areas with a significant accident history. More comprehensive remedial measures are likely to be required in those areas.

### **SIGNING OF ADVISORY 20 MPH SPEED LIMITS**

19. The Scottish Executive and SCOTS have considered the signs used in the pilots and have agreed on the signs to be used in new advisory 20 mph speed limits. The signs are shown in the annex, and councils will have the option of including a plate indicating the street or area name, either separately or as part of the sign. Before using the signs, it will be necessary for local authorities to apply for authorisation for their use. The Executive will be prepared to issue a blanket authorisation within a local authority area for the use of the signs shown in the annex. Applications for authorisation should be submitted in the usual way.

20. Signs should be erected at each point of entry to the advisory 20 mph limit. They should not coincide with a point where there is a change in the level of the legal speed limit. Signs on both sides of the road will have a greater visual impact, but a sign on the nearside only can be used where there is insufficient space on both sides or where environmental considerations are important. Repeater signs are not required. Because the legal speed limit of 30 mph is unaffected by the advisory 20 mph speed limit, no exit signs are required.

21. Road markings to DOT diagram 'P101RM' should be provided at the entry to the advisory speed limit and at intervals of not more than 120 metres. Green coloured surfacing may be used to maximise the impact, i.e. a white roundel on a green surface.

### **CONSULTATION ON ADVISORY 20 MPH SPEED LIMITS**

22. By their nature, advisory speed limits cannot be enforced and the police cannot take action to enforce compliance. The pre-existing legal limit will still have effect and any enforcement carried out could only be in respect of that limit. Gaining the support of local residents is, therefore, crucial to the success of an advisory 20 mph speed limit. For this reason it is strongly recommended that consultation with residents should be as full as possible and should be carried out at an early stage in the development of the proposals. Local authorities should actively seek to win support for the proposals. As a minimum, every house within the area proposed for an advisory 20 mph scheme should be circulated with information about the proposals and residents should be encouraged to indicate their views. Authorities may wish to consider leaflet drops, public meetings and focus groups in addition to media features and publicity. Publicity should be carried out both before and immediately after the introduction of the scheme. Where a school is located on a road proposed for an advisory 20 mph speed limit, it is recommended that publicity should be specifically targeted at the teachers as well as the pupils and their parents, many of whom may live outside the area to be covered by the proposed advisory speed limit.

23. While there is no statutory requirement to consult them about proposed advisory speed limits, it is recommended that consultation with the police and with the fire and ambulance services also be carried out.

### **MONITORING AND EVALUATION OF ADVISORY 20 MPH SPEED LIMITS**

24. Advisory 20 mph speed limits should be monitored and evaluated after at least 12 months and not more than 3 years, with speeds and accidents being taken into account. On the basis of the information obtained, authorities should consider:

- conversion to a mandatory 20 mph speed limit where the advisory limit has been successful in reducing the 85<sup>th</sup> percentile speed to 24 mph or less;
- retaining the advisory 20 mph speed limit with or without the addition of measures to further reduce speeds; or
- removing the advisory 20 mph speed limit.

### **VARIABLE SPEED LIMITS**

25. Under the existing legislation, local authorities do not require the consent of the Scottish Ministers to the making of variable 20 mph speed limit orders under section 84 of the Road Traffic Regulation Act 1984. These are speed limits which vary between 30 mph and 20 mph according to the time of day as specified in the speed limit order. Variable 20 mph speed limits should not be introduced on roads subject to a speed limit higher than 30 mph. Consent continues to be required for orders in respect of variable speed limits other than 20 mph. The signing required for variable speed limits is prescribed by Regulation 46 of the TSRGD.

### **MANPOWER AND RESOURCE IMPLICATIONS**

26. The measures outlined in this Circular are options for local traffic authorities and need have no net manpower or financial implications.

### **FURTHER INFORMATION**

27. For further information about the content of this Circular, or to request additional copies, please contact the Scottish Executive Development Department, Transport Division 3, Area 2-E, Victoria Quay, Edinburgh, EH6 6QQ, Telephone 0131 244 0837 (Mrs Ann Whatcott).

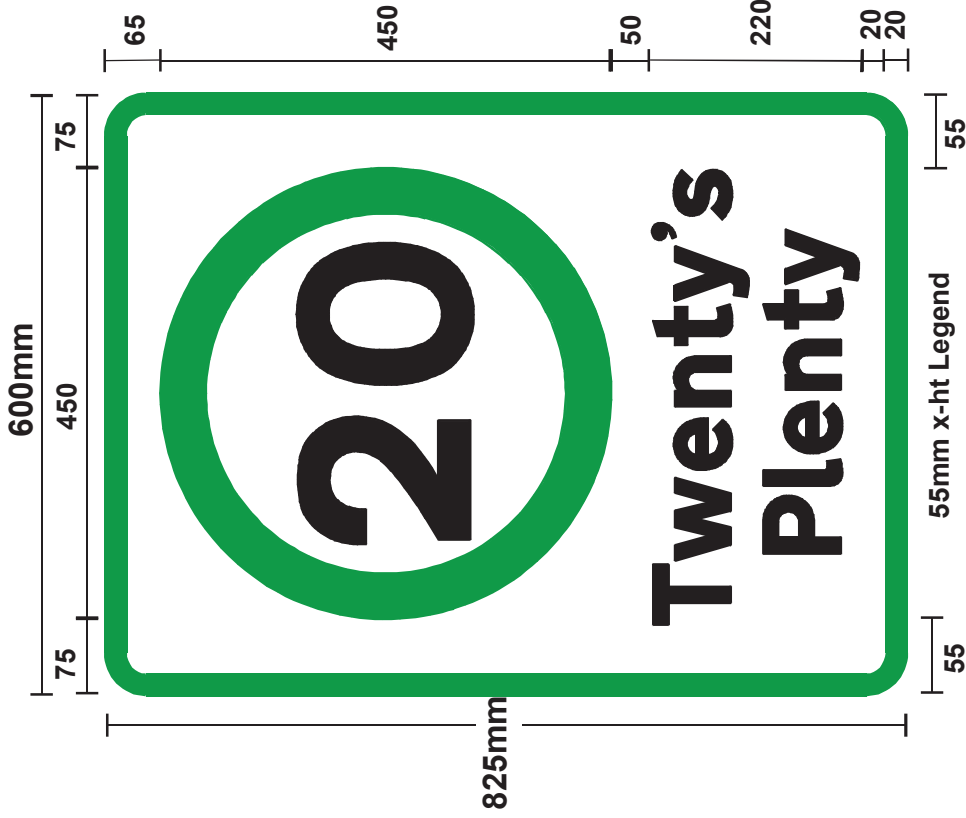
Yours faithfully



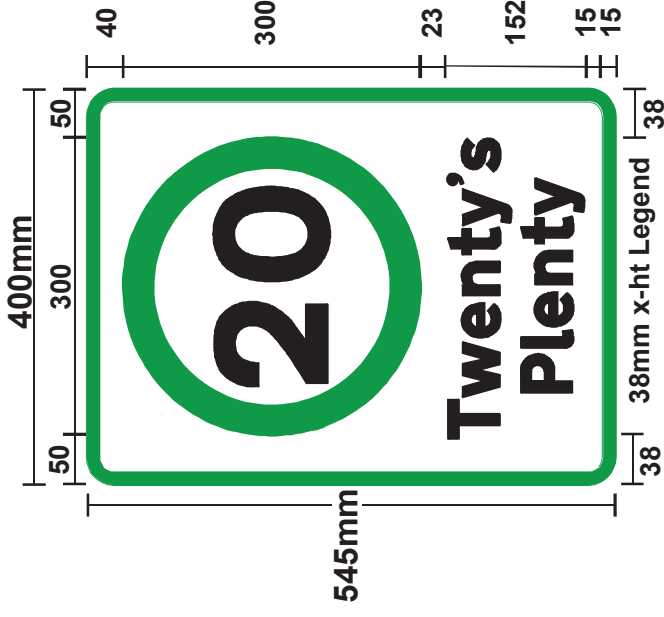
ALAN BROWN



**Diagram showing standard Twenty's Plenty sign and variations**  
 All sizes are in millimetres



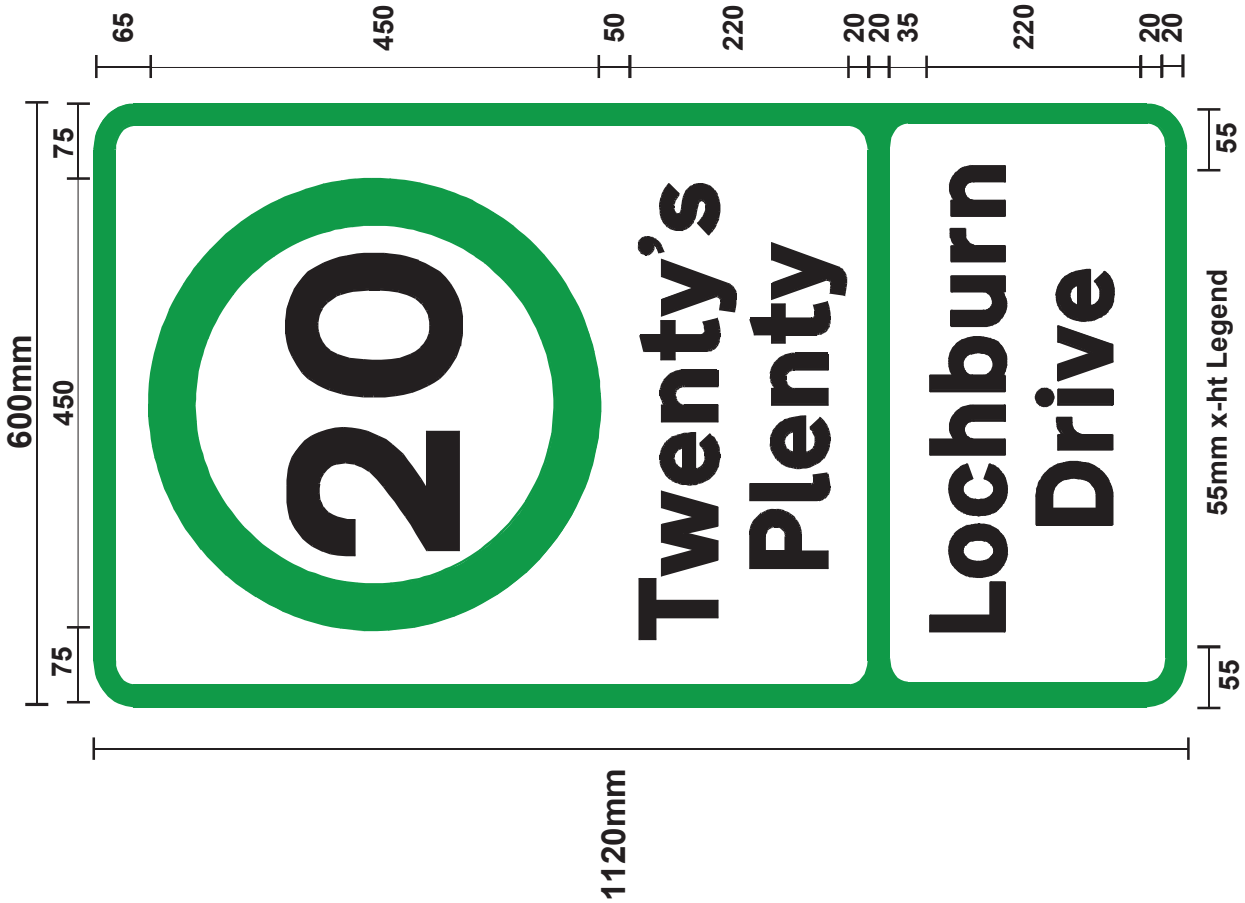
- NOTES :** Main sign  
 White reflective background  
 Interstate Green border  
 55mm x-ht Black letters
- Roundel  
 White reflective background  
 Interstate Green border  
 125mm x-ht Black letters



Variation 1 - 300mm roundel

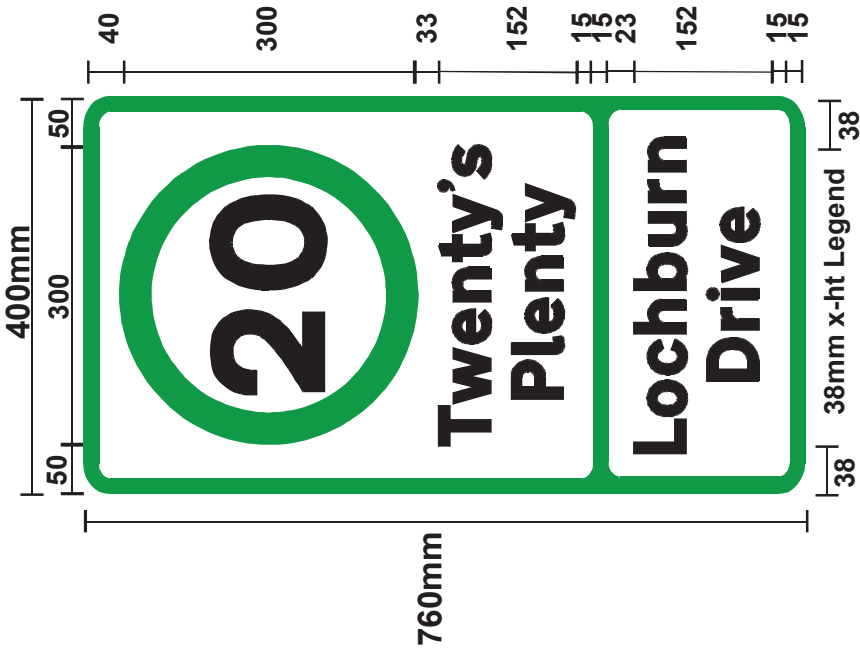
- NOTES :** Main sign  
 White reflective background  
 Interstate Green border  
 38mm x-ht Black letters
- Roundel  
 White reflective background  
 Interstate Green border  
 80mm x-ht Black letters

Variation 2 - showing Place Name



All colours to be the same as the standard sign

Variation 3 - 300mm roundel and Place Name



Place name lettering may be varied

ABERDEEN CITY COUNCIL

**Name of Committee:** Policy and Strategy

**Date of Meeting:** 16 April 2002

**Title of Report:** Policy for the Use of  
20mph Speed Limits

**Lead Officer:** Corporate Director - City Development

**Author of Report:** Andrew Smith(01224-522840)  
Email: andrews@roads.aberdeen.net.uk

**Consultation undertaken with:**  
Department of Finance & ICT  
Department of Legal & Corporate Services  
Grampian Police

**Summary of Purpose of Report:**

This report advises on the most recent Scottish Executive guidance for the introduction of both mandatory and advisory 20mph speed limits and asks the committee to consider proposals for the adoption of a policy for the introduction of 20mph speed limits on a citywide basis.

**Linkages to Council Policy and Corporate Strategy:**

This report complies with the Council's objectives in continuing to improve road safety, quality of life and the environment.

**Recommendations:**

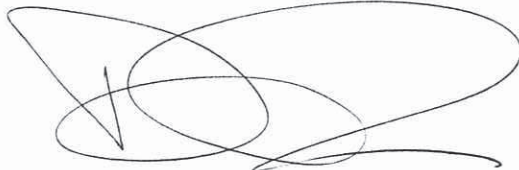
It is recommended that the committee

- i)* approve the draft policy contained within Appendix 2 to this report.
- ii)* instruct the appropriate officials to prepare a phased priority programme for the introduction of 20mph schemes, with detailed costs for implementation and report back to the Environment & Infrastructure committee.
- iii)* refer the minute of this Committee, and the report to the Environment & Infrastructure Committee to a future Resources Management Committee with the recommendation that a budget allocation be made for the introduction of 20mph speed limits in line with the phased priority programme.

**Resource Management Implications:**

- People : The additional work in preparing a priority programme can be undertaken by existing staff but will require other traffic management and road safety projects to be phased accordingly.
- Finance : No budget allowance has been made for the introduction of 20mph speed limit schemes and funding will be required should the policy and priority programme be approved .
- Systems & Technology : None.
- Property : None.
- Other : None.

**Other Implications** : None.



**SIGNED (Lead Officer)**

**Date:**

4/4/02.

## Main Considerations

### 1. Introduction

- 1.1 A report on the most recent guidance on the introduction of 20mph speed limits was considered at the Environment and Infrastructure Committee at its meeting on the 6<sup>th</sup> November 2001. The Committee resolved to recommend to the Policy and Strategy Committee that it be uppermost in that Committees mind that the Environment and Infrastructure Committee wished to see policies for Aberdeen that would allow satisfactorily reconciliation of public aspiration and professional caution.

### 2. 20 mph Speed Limits Application and Use

- 2.1 In developing a policy for Aberdeen it is necessary that the policy duly recognises and embraces national guidance to ensure that the speed management measures are used as both an effective and practical traffic management tool. In July 2001 the Scottish Executive published the circular 6/2001 which provides advice and guidance on the introduction of 20mph speed limits a detailed summary of which is given in appendix 1 to this report.
- 2.2 A recent review by the DETR regarding the application of speed management was published in the document entitled ' New Directions in Speed Management - A Review of policy '. The findings provide clear statistical information on traffic speed and defines the links between vehicle speeds and the severity of accidents. The findings of this report reinforce the need to apply speed limits sensibly and in a manner that will effectively manage the road network and be appropriate to the location and the function of the road.
- 2.3 This most recent guidance clearly indicates that care must be taken with the introduction of mandatory and advisory speed limits and that a hierarchical approach to the road network should be taken. In this context the introduction of 20mph speed limits would not be considered for principal and distributor roads. However consideration may be given for the introduction of a 20mph limit on a local distributor road which has significant community facilities fronting the road with high pedestrian access and crossing movements. In such situations additional traffic calming features would be seen as necessary to support the reduced speed limit and create an area perceived to have a change of environment and pedestrian activity.

- 2.4 The above discussions relate directly to the application of speed limits to existing roads. However the application of lower speed limits should also be considered in the context of this policy for new developments where roads are to be adopted. The introduction of the lower speed limit as part of the development proposal will remove the need to reconsider these matters at a later date together with the possible costs that would inevitably fall to the council as Roads Authority. In this respect it is proposed that where new development roads are to be offered for adoption, through the construction consent process, the opportunity should be taken to incorporate a 20mph speed limit on all traffic calmed roads and where appropriate in the vicinity of local community facilities. Should the proposed policy be approved it will be necessary for the Council's 'Guidelines and Specification for Roads within Residential and Industrial Areas' to be amended.
- 2.5 For new development it will also be necessary for the principal of a 20mph speed limit be established during the planning process when an individual application is lodged for consideration. In this respect it would be appropriate for specific planning conditions and/or legal agreement to be applied should any planning approval be given. This initiative would save guard the council's interests in both road safety and financial terms.
- 2.6 For 20mph limits to be incorporated in new development it would be necessary for this council to promote the necessary Traffic Regulation Order with the cost of the promotion of the order being met by the developer. The present cost for the promotion of a Traffic Regulation Order is £1500 and excludes the implementation costs which would also be seen as the responsibility of the developer and be secured through any planning approval.
- 2.6 Appendix 2 to this report summarises the proposed policy for both the existing road network and new development and is recommended for adoption with immediate effect.

### **Scheme Prioritisation**

- 3.1 As members will be aware considerable pressure has been exerted for the implementation of 20 mph speed limits at various locations city wide and has to date been resisted prior to a policy and strategic approach being adopted. It is suggested that with the adoption of a policy for the use of 20mph speed limits it is important that the schemes be assessed in terms of city-wide priority with those areas of greatest need being targeted first for implementation.

- 3.2 It is therefore proposed that a priority programme be established based on traffic speed and volume, cost of implementation and most importantly the accident record for the location under consideration. The priority programme would be similar to that adopted for traffic calming schemes and be developed in line with the area traffic management review process.
- 3.3 However a further consideration in the development of any programme is the assessment and inclusion of community facilities and the local population base which is thought to be an integral part of the assessment process. In this respect a weighting will be given to those locations or areas with additional facilities serving the larger community and should include sheltered housing, schools etc. However the greatest level of importance should be given to addressing any existing accident record.
- 3.4 An initial programme can be developed from previous requests and problems highlighted through the area traffic management reviews and extended as the area review programme is carried forward. However the assessment of each location will be dependant on both surveys and preliminary design work being carried out and will take both time and staff resource to complete on a city wide basis. It is therefore suggested that a programme of schemes be the subject of a future report to the appropriate committee with a target time scale of approximately 3 months time.

#### **4 Scheme Costs**

- 4.1 In the development and adoption of a policy of this nature it is prudent that the scale of the cost of provision and future maintenance be taken into account and that where necessary an allowance be made within council budgets to allow schemes to progress in a structured and strategic manner.
- 4.2 The works cost for the implementation of a singular speed limit in a typical urban situation is in the order of £2500 and added to this are those necessary costs for the promotion of the Traffic Regulation Order, which has been estimated at £1500.
- 4.3 However for many residential areas the application of a 20mph speed limit whether mandatory or advisory would ideally be over larger areas with a zone concept .The typical cost for the implementation of a 20 mph zone within a residential area covering on average some ten streets has been estimated at approximately £ 9000 .

- 4.4 In the larger concept the application of 20mph limits within existing residential areas on a city wide basis would cost in the order of £1.2m all which emphasises the need to prioritise any proposed schemes accordingly and in line with road safety guidelines and gradually roll out a programme of implementation over a number of years .
- 4.5 It is therefore proposed that should this committee approve the attached policy on the introduction of 20mph limits that this report be referred to both the Environmental & Infrastructure Committee and the Resources Management Committee with the recommendation that consideration be given to the funding and budgetary arrangements required for the strategic introduction of a 20mph speed limit policy city wide
- 4.6 As with all new works long term maintenance will be necessary and an additional allowance will require to be made within future revenue budgets to accommodate the additional burdens which could be anticipated if the policy is approved and then rolled out city wide. Maintenance requirements will include cleaning of signs, lighting, sign replacement and the general refurbishment of scheme signs.



## APPENDIX 1

### GUIDANCE ON MANDATORY AND ADVISORY SPEED LIMITS

#### 1. 20 mph Zones

- 1.1 **The guidance on the introduction of 20mph zones (mandatory limits) has not changed in that speed reducing features are still necessary to make the scheme self enforcing.** These speed reducing features must comply with legislation and specifications for traffic calming features.
- 1.2 The establishment of the zone should be consistent with the authority's road safety objectives as set out in it's Road Safety Plan.
- 1.3 The installation of engineering measures such as traffic calming will have reduced average speeds to the order of 20mph or less.
- 1.4 **20mph zones are unlikely to be appropriate on the approaches to fire or ambulance stations or hospitals,** where the casualty reductions to be expected from lower speed may be outweighed by the delay to emergency service vehicles.
- 1.5 Entrances to 20mph zones should normally be at junctions and designed in such a way as to give the appearance of passing through a gateway to a more restricted area.
- 1.6 The engineering measures used should be of standard design and will not create hazards for cyclists and pedestrians, particularly those people with a visual or mobility impairment.
- 1.7 Consultation will follow normal statutory requirements for the promotion of speed limit traffic regulation orders, which includes the police and other emergency services as well as road user representative bodies. **It is vital when promoting such orders to give full weight to the view expressed by the police regarding enforcement.** There are also statutory consultation requirements for the promotion of associated traffic calming measures. Both legislative procedures enable residents, members of the public, local community councils and other bodies as may be affected the opportunity for comment.

## **2. Mandatory 20 mph Speed Limits**

- 2.1 Local Authorities may establish mandatory 20mph speed limits with no supporting speed reducing features but these should not be introduced where there is no realistic expectation that they will achieve the required decrease in traffic speeds or where the police are unable to give an undertaking to provide an effective level of enforcement.
- 2.2 Close consultation with the police should be undertaken at an early stage when considering the introduction of mandatory 20mph speed limits as unrealistic and unenforceable limits will not bring about the expected road safety benefits.
- 2.3 **Certain roads or groupings of roads where the 85%ile speed is only a little over 20mph – no higher than 24mph is recommended - may be suitable for signs only mandatory 20mph speed limits.** A small reduction in speed could thereafter be possible.

NB: The 85%ile speed of traffic is the speed below which 85% of vehicles travel.

- 2.4 **In roads where 85%ile speed are higher than 24mph, the signs only mandatory 20mph speed limits are not recommended** as the desired speed reduction is unlikely. In these circumstances the installation of speed reducing features should be considered first.

## **3 Advisory 20 mph Speed Limits**

- 3.1 **Residential areas that are self-enclosed in nature, small groups of streets, whole housing estates or readily identifiable sectors of a community used mainly by local residents and with little or no through traffic may be considered suitable for new advisory 20mph speed limits.** In general, roads which carry through traffic, bus routes or roads which have a significant volume of non-residential traffic are unlikely to be suitable because of the difficulty in obtaining widespread public support.
- 3.2 Advisory 20mph speed limits are most likely to be effective in areas where 85%ile speeds are in the range of 25-30mph. **Where the 85%ile speeds are higher than 30mph, advisory 20mph speed limits are not considered appropriate** and in these circumstances traffic calming measures are recommended to support the advisory speed limit.

- 3.3 Drivers should not travel for more than 600m before reaching the end of the 20mph speed limit. Where a road is straight for more than 400m and has no natural traffic calming features, consideration should be given to reinforcing the advisory speed limit by the installation of low cost traffic calming measures.
- 3.4 Although the pilot schemes indicated an overall reduction in the number and severity of accidents, **advisory 20mph speed limits are unlikely to be appropriate in areas with a significant accident history. Advisory speed limits should therefore not be used in isolation in such areas** and should be considered as one element in an overall package of more comprehensive remedial measures
- 3.5 By their nature, advisory speed limits cannot be enforced and the police cannot take action to enforce compliance. The support of local residents is therefore crucial to the success of an advisory 20mph speed limit. **It is strongly recommended that extensive consultation is undertaken with local residents** at the earliest opportunity in the promotion of such a scheme with minimum consultation requirements of every household within the area proposed for an advisory 20mph scheme circulated with information and asked for their views. Authorities are recommended to consider leaflet drops, public meetings and focus groups in addition to media features and publicity. Publicity should be carried out both before and immediately after the introduction of the scheme, with specific targeting to schools ie teachers, pupils and their parents.

Although not a statutory requirement, consultation with the police, fire and ambulance services is also recommended.

#### **4 Monitoring and Evaluation of Advisory 20mph Speed Limits**

- 4.1 Advisory 20mph speed limits should be monitored and evaluated after at least 12 months and not more than 3 years, with speeds and accidents being taken into account. On the basis of the information obtained, the following may be considered.
- if the advisory 20mph speed limit has reduced the 85%ile speed to 24mph or less, convert to a mandatory 20mph speed limit;
  - retain advisory 20mph speed limit with or without the addition of further speed reducing features if speeds remain in the range 25-30mph;
  - remove the advisory 20mph speed limit if considered to have no impact or if subsequently considered unnecessary.

## **Appendix 2 – Policy for the Introduction of 20mph Limits**

### **General**

Where existing traffic speed exceeds 30mph the introduction of a 20mph speed limit both mandatory and advisory is not considered appropriate

Advisory 20mph speed limits are considered to be inappropriate in areas where the enforceable speed limit exceeds 30mph.

Mandatory and advisory 20mph speed limits are only considered appropriate for use in residential roads and general access roads. The introduction of 20mph speed limits will be considered for local distributor roads in exceptional circumstances (eg. In the location of community facilities, schools, local shopping areas etc) where supported by additional traffic calming/ management measures.

### **20mph zones (mandatory limit)**

Existing traffic speeds must be in the order of 20mph before the introduction of a mandatory 20mph limit is considered appropriate.

The proposed zone must be part of the road safety objectives set out in the Road Safety Plan.

All parts of the zone must be within 1 kilometre of the zone boundary roads.

Zone entrances should be at junctions and have a gateway appearance. (ie. leading to a restricted or 'special' area)

### **Mandatory 20mph Speed Limits**

The existing 85<sup>th</sup> percentile speed of traffic should not exceed 24mph

For use principally in residential areas and should only be introduced on local distributor roads in exceptional circumstances and when supported by appropriate traffic management /calming measures.

Where the existing 85<sup>th</sup> percentile speed of traffic exceeds 24mph the introduction of the lower speed limit may be considered if supported by the use of appropriate speed reducing and traffic calming measures.

Where traffic calming is to be introduced in existing residential areas a 20mph speed limit should also be introduced to support road safety initiatives.

### **Advisory 20mph Speed Limits**

May be introduced where the existing 85<sup>th</sup> percentile speed of traffic lies between 25 and 30mph.

Where an advisory limit is introduced the site shall be monitored in the first three years and should the 85<sup>th</sup> percentile speed be found to be less than 24mph consideration can then be given to the introduction of a mandatory 20mph limit.

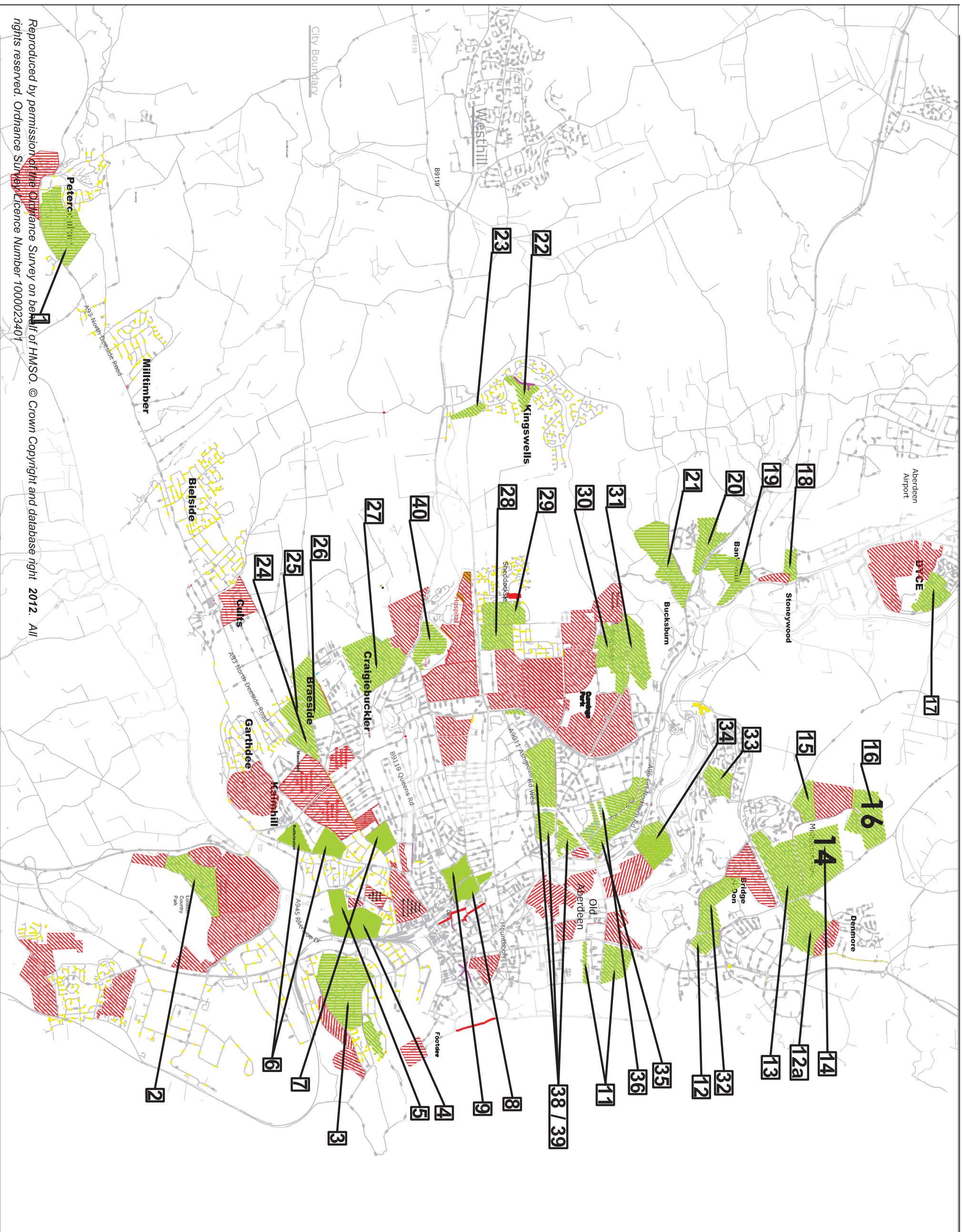
### **New Development**

All new residential developments with prospectively maintainable public roads and complying with the above requirements will, where reasonably practicable be subject to the promotion and implementation of 20mph speed limits. The cost of the promotion and implementation of the speed limits to be met by the developer.

NB: The 85<sup>th</sup> percentile speed of traffic is the speed below which 85% of vehicles travel.

**Key**

Local Road	—
20mph Mand	█
20mph Adv	█
20mph p/t	█



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Project	20 mph Speed Limit Review	
Title	ANNEX C	
Extents of Existing 20mph Mandatory/Advisory 20mph Zone Extents		
Drawing No.		
Scale	1 : 50	
Drawn	LES	Checked
Date	1 Oct 2012	Approved

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Street Name	Survey Date	85th%ile		Mean		Speed related Collisions		
		E/B	W/B	E/B	W/B	Fatal	Serious	Slight
<b><u>1. PETERCOULTER</u></b>								
Craigton Crescent	27/2/13	29	30	23	26	0	0	0
St Ronans Drive (E/B - W/B)	6/3/13	25	27	21	21	0	0	0
<b><u>2. KINCORTH</u></b>								
Caisdykes Road	28/11/12	29	29	23	24	0	0	0
Slessor Drive	27/11/13	27	28	25	24	0	0	0
<b><u>3. TORRY</u></b>								
Abbey Road	18/10/12	30	30	24	24	0	0	0
Grampian Road	04/10/12	27	26	22	22	0	0	0
Glenbervie Road	02/10/12	29	29	25	25	0	0	0
Gramian Place	04/10/12	27	27	23	23	0	0	0
Oscar Road	09/10/12	28	27	24	23	0	0	0
<b><u>6. GRAY STREET AREA</u></b>								
Gray Street	11/10/12	25	23	20	19	0	0	0
<b><u>7. ASHLEY PS AREA</u></b>								
Claremont Place (N/B - S/B)	11/10/12	30	24	27	22	0	0	0
Claremont Street	11/10/12	27	29	22	24	0	0	0
<b><u>9. WEST OF ROSEMOUNT VIADUCT</u></b>								
Leaside Road	30/10/12	27	28	24	23	0	0	0
Forbes Street (combined)	12/12/12	27		22		0	0	0
<b><u>11. EAST OF KING STREET</u></b>								
Regent Walk (combined)	19/3/13	31		25		0	0	0
Seaton Road	15/3/13	29	30	23	24	0	0	0
<b><u>13. SOUTH OF JESMOND DRIVE cont/...</u></b>								
Jesmond Avenue	25/3/13	33	32	29	28	0	0	0
<b><u>14. NORTH OF JESMOND DRIVE</u></b>								
Newburgh Drive (N/B - S/B)	9/4/13	30	29	26	24	0	0	0
Newburgh Road	10/4/13	28	31	23	25	0	0	0
<b><u>16. JESMOND DRIVE NORTH / NORTH EAST</u></b>								
Woodcroft Road (n/b - s/b)	27/4/13	30	29	25	23	0	0	0
Woodcroft Avenue	30/4/13	26	27	20	21	0	0	0
<b><u>16a. JESMOND DRIVE NORTH / NORTH EAST</u></b>								
Ashwood Road (n/b - s/b)	28/04/13	26	27	22	22	0	0	0
<b><u>17. DYCE</u></b>								
Netherview Avenue	03/10/12	25	28	25	25	0	0	0
Tornashean Gardens	03/11/12	20	29	16	29	0	0	0
Todlaw Walk	31/10/12	27	29	22	23	0	0	0
Princess Drive	01/11/12	25	21	20	20	0	0	0

Street Name	Survey Date	85th%ile		Mean		Speed related Collisions		
		E/B	W/B	E/B	W/B	Fatal	Serious	Slight
<b>19. BANKHEAD (N. of A96)</b>								
Bankhead Avenue	18/3/13	28	29	24	24	0	0	0
Bankhead Road	18/3/13	32	34	29	29	0	0	0
Greenburn Drive (N/B - S/B)	18/3/13	35	33	31	29	0	0	0
<b>20. BANKHEAD (S. of A96) (1)</b>								
Hopeton Grange	17/4/13	35	35	28	28	0	0	0
<b>21. BUCKSBURN (S. of A96)</b>								
Hillock Way	15/4/13	25	28	20	24	0	0	0
Booth Place	25/3/13	29	24	n/a	n/a	0	0	0
<b>22. KINGSWELLS NORTH</b>								
Cromar Gardens	24/3/13	33	31	27	25	0	0	0
<b>25. BRAESIDE (SW)</b>								
Braeside Place	8/3/13	27	30	21	24	0	0	0
<b>26. BRAESIDE (N)</b>								
Airryhall Drive (E/B - W/B)	7/3/13	27	28	22	22	0	0	0
<b>27. CRAIGIEBUCKLER</b>								
Craigiebuckler Avenue	12/03/12	34	29	29	24	0	0	0
<b>29. SHEDDOCKSLEY (W)</b>								
Fernhill Road	20/02/13	24	25	20	20	0	0	0
Hallfield Road	19/02/13	24	25	21	21	0	0	0
<b>31. NORTHFIELD</b>								
Bonnyview Drive	27/03/12	30	27	25	22	0	0	0
<b>32. BRIDGE OF DON</b>								
Harehill Road (n/b - s/b)	29/04/13	28	25	22	19	0	0	0
<b>33. FAIRVIEW STREET (S of)</b>								
Fairview Brae	19/3/13	30	33	26	27	0	0	0
<b>34. HATON ROAD/DON STREET (area)</b>								
Donbank Place	16/4/13	28	26	24	25	0	0	0
Alexander Drive	15/4/13	26	20	24	19	0	0	0
<b>37. WESTBURN DRIVE / HILTON STREET</b>								
Gillespie Crescent	15/12/12	23	23	20	20	0	0	0
<b>38. CORNHILL</b>								
Beechwood Avenue	25/10/12	29	25	23	21	0	0	0
<b>39. QUEEN'S ROAD / KING'S GATE (area)</b>								
Woodend Place	17/10/12	33	30	25	25	0	0	0
Woodend Road	28/10/12	22	25	20	19	0	0	0



ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise Planning and Infrastructure
DATE	24 August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Speed Limit Review – A944 Westhill to Hazlehead / Skene Road as a result of the West Huxterstone, Kingswells Development and the A93 from Bielside to Milltimber.
REPORT NUMBER:	EPI/13/114

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## **1.0 PURPOSE OF REPORT**

- 1.1 This report provides updated information to members of the committee in relation to the Speed Limit Review report which was submitted to committee on 11 September 2012.
- 1.2 Officers were instructed to report back to a future committee meeting on reducing the speed limit on the following routes.
- A93 from Bielside to Milltimber possible reduction of speed limit from 40mph to 30mph
  - A944 city boundary at Westhill to Hazlehead from 50mph to 40mph, including the possible introduction of fixed speed cameras for enforcement and all costings associated with the proposal.
  - B9119 Skene Road from 50mph to 40mph as a result of the West Huxterstone, Kingswells development, including all associated costings.

## **2.0 RECOMMENDATIONS**

- 2.1 It is recommended that the Committee:
1. Note the content of this report and the results of the follow up surveys / analysis that has been carried out.
  2. Agree that no further action should be taken with regard to the implementation of a lower speed limit.

### **3.0 FINANCIAL IMPLICATIONS**

3.1 There are no financial implications as a result of this report.

### **4.0 OTHER IMPLICATIONS**

4.1 Police Scotland are responsible for the enforcement of speed limits across the city. They have stated that they are in agreement with the recommendations outlined in the content of this report and that the implementation of a reduced speed limit would not be effective without continual enforcement. Police Scotland believe that the setting of a reduced speed limit at each of the sections considered would be inappropriate and set an unwelcome precedent

### **5.0 BACKGROUND / MAIN ISSUES**

5.1 At its meeting on 11 September 2012 the Enterprise Planning and Infrastructure committee considered a report "Review of Speed Limits on A & B Class Roads" (EPI/12/182) where the recommendation were Officers to report back on reducing the speed limit on the following route.

5.2 Officers were also requested to report back on reducing the speed limit on the following routes.

- A93 from Bielside to Milltimber possible reduction of speed limit from 40mph to 30mph.
- A944 city boundary at Westhill to Hazlehead from 50mph to 40mph, including the possible introduction of fixed speed cameras for enforcement and all costings associated with the proposal.
- B9119 Skene Road from 50mph to 40mph as a result of the West Huxterstone, Kingswells development, including all associated costings.

### **6.0 THE SPEED LIMIT ASSESSMENT PROCESS**

6.1 The Scottish Government produced speed limit guidance in 2006 [Setting Local Speed Limits ETLLD Circular 01/2006](#) This guidance is used for setting local speed limits on single and dual carriageway roads in both urban and rural areas. It brings together some of the main features of other published guidance on speed limit related issues, and gives some examples of the type of roads on which particular speed limits might be suitable. It sets out key elements of speed limit legislation.

6.2 Guidance contained in Setting Local Speed Limits quotes;

*"A 50mph limit may be safely used on higher quality roads where there is little or no roadside development. Roads most suited to these higher urban limits are those such as primary distributors with segregated junctions and pedestrian facilities. They are usually dual carriageway ring or radial routes or bypasses which have become partially built-up.*

- 6.3 The appropriate method of measurement for speeds is to monitor the mean and 85th percentile speeds. The measurements are taken in dry weather conditions and at the position on a road where speeds are expected to be highest. Only speeds of vehicles are measured and taken at times when traffic is flowing freely.

## **7.0 ASSESSMENT**

### **7.1 A93 at Milltimber (40 mph section) (3.2 km) or (2.0 miles)**

The A93 North Deeside Road at the 40 mph location is a single carriageway rural road with no roadside development.

#### a) Speed Survey Results

Speeds were surveyed on the A93 at Milltimber. The average 85<sup>th</sup> %ile speed recorded was 40 mph which is in line with the current 40mph speed limit.

#### b) Injury Accident

3 slight injury accidents

Accident records were reviewed for the 3 year period 2010 to 2012 and these indicated there have been a total of 3 slight injury accidents; speed was neither an issue nor contributory factor in any of the accidents.

The assessment carried out in accordance with Scottish Government guidance indicates that although there have been 3 personal injury accidents on the route, in-depth analysis of the causation factors of these accidents indicate that speed was not a factor.

### **7.2 A944 from City Boundary to B9119 junction**

The A944 is a dual carriageway distributor road with segregated junctions and designated pedestrian/cycle facilities with some current roadside development on approach to Kingswells Roundabout.

There is currently a business park under development to the north of the A944 and west of Kingswells roundabout (see attached plan). Through the Planning Consent and Development Control conditions,

Officers from Aberdeen City Council were required to assess road safety on approach to the development. The assessment was carried out in accordance with the "Setting Local Speed Limits" paying particular attention to roadside development element of the assessment criteria. Assessment highlighted the current speed limit of 50mph is inappropriate for this type of development area and it was proposed to reduce the speed limit to 40 mph. The Traffic Regulation Order for a 40mph speed limit has received no objections from Public consultation and is now with our legal department to be made live when the development opens in August 2013.

a) Speed Survey Results

Speeds were surveyed on the A944 at Kingsford and between Kingswells roundabout and Skene Rd roundabout. The 85<sup>th</sup> %ile speed recorded was 52mph which is in line with the current speed limit of 50mph. Table 1 below demonstrates a slight reduction in speed but is generally consistent, over the 2 years previous years.

**TABLE 1**

<b>A944 from City Boundary to B9119 Skene Road roundabout</b>		
<b>YEAR RECORDED</b>	<b>85<sup>TH</sup> %ILE SPEED</b>	<b>MEAN/AVERAGE SPEED</b>
May 2011	55 mph	53 mph
May 2012	54 mph	52 mph
May 2013	52 mph	50 mph

b) Injury Accidents

Accident records were reviewed for the 3 year period 2010 to 2012 for the entire length of the A944 and these indicated there have been a total of 18 injury accidents on the A944 from the city boundary to the B9119 Skene Road.

For the purposes of the assessment process, the accidents statistics are have been separated into 2 separate straight sections of road.

A944 between the City boundary and Kingswells Roundabout (2.5 km) or (1.5 miles)

- 1 fatal
- 4 serious
- 7 slight

A944 between Kingswells roundabout and Skene Road roundabout (1.0km) or (0.5 miles)

- 1 Serious
- 5 slight injury accidents.

Although there have been personal injury accidents on the route, in-depth analysis of the causation factors of the accidents, confirms that excess speed was not a contribution to the accidents.

### **7.2.1 A944 Fixed Speed Camera's**

7.2.1 As part of this report, Officers were requested to report back on the possible introduction of fixed speed cameras for enforcement and all costings associated with the proposal.

7.2.2 North East Scotland Safety Camera Partnership (NESCAMP) is a partnership between Aberdeen City Council, Aberdeenshire Council, The Moray Council, Transport Scotland and Police Scotland, supported by NHS Grampian, Grampian Fire and Rescue Service and the Scottish Ambulance Service, with the aim of reducing excessive and inappropriate speed by changing driver behaviour, and thus reducing the number of people killed and seriously injured on North East Roads NESCAMP determine new sites by applying criteria as set out in the Rules and Guidance governing the programme. Criteria are applied to the installation of new cameras under the Programme and are contained in the [Handbook of Rules and Guidance](#) which safety camera partnerships must follow in order to be part of the programme. These criteria ensure that cameras are sited where there is a history of casualties and a speeding problem.

7.2.3 Partnerships are required to consider a number of other factors - over and above accident figures - such as the cause of accidents, the percentage of motorists travelling over the speed limit, the suitability of the area for camera enforcement and the distribution of accidents. It should also be established that no other engineering solutions are appropriate at that time to the location. Furthermore, speed cameras tend to have a stop/start effect on vehicular movement and are only effective within the area in which they operate and not over an entire route.

7.2.4 It should be noted that advice from NESCAMP is that Transport Scotland, the governing body of the Safety Camera Partnerships in Scotland, will not support an application unless it meets its strict assessment criteria.

The A944 dual carriageway section does not meet the criteria as set out in the Handbook for the installation of a fixed safety camera site.  
APPENIX 1

7.2.5 An estimate costing for a safety camera site is £25,000 per site.

**7.3 B9119 Skene Road to the 30 mph speed limit at Hazelhead Cemetery. (1.0 km) or (0.5 miles)**

The B9119 Skene road at the 50mph location is a single carriageway rural road with designated shared cycle/footway facilities and no roadside development.

a) Speed Survey Results

Speeds were surveyed on the B9119 at Smithfield Farm. The 85<sup>th</sup> %ile speed recorded was 44 mph and 40 mph average speed; this is consistent with the current speed limit of 50mph. Table 2 below demonstrates a reduction in speed in the 2 years previous.

**TABLE 2**

<b>B9119 Skene Road roundabout to 30 mph speed limit at Hazelhead Cemetery</b>		
<b>YEAR RECORDED</b>	<b>85<sup>TH</sup> %ILE SPEED</b>	<b>MEAN/AVERAGE SPEED</b>
May 2011	47 mph	40 mph
May 2012	46 mph	40 mph
May 2013	44 mph	40 mph

b) Injury Accidents

- 1 Serious
- 1 slight injury accident

The assessment carried out in accordance with Scottish Government guidance indicates that although there have been 2 personal injury accidents on the route, in-depth analysis of the causation factors of these accidents indicate that speed was not a factor.

**8.0 CONCLUSION**

8.1 The assessment process carried out on the A944/B9119 and the A93 shows there is no evidence that the sites assessed qualify for a reduction in the current speed limit. The aim of a speed management action is to deliver a balance between safety objectives for all road users, mobility objectives, and to ensure efficient travel

8.2 When considering traffic management and road safety initiatives it is necessary to justify proposals with supporting evidence in terms of the existing road accident records and speed of traffic. Speed and accident data taken together with guidance detailed in paragraph 7.1, has not identified an instance of vehicles travelling excessively more than the speed limit nor the selected type of accidents to fit the criteria to justify a reduction in speed limit.

- 8.3 Although there were recorded personal injury accidents during the 3 years 2010 to 2012, they were not identified as speed related; together, with environmental, speed and accident data are the two main criteria to be taken into consideration when looking at a reduction in speed limit.
- 8.4 With regard to speed limits in general, altering a speed limit where there is no evidence of a road safety issue would not be a welcome precedent and may fuel unrealistic expectations with regard to speed limits in general and the ability of Police Scotland to monitor and enforce
- 8.5 As part of the business park development, which is classed as roadside development under The Guidance, there is a Traffic Regulation Order being promoted on the A944 to reduce the speed limit from 50mph to 40 mph on all approach roads to the Kingswells roundabout and Prime Four Development.
- 8.6 The construction of the AWPR may change the dynamic in respect of traffic flow on the A93/A944 and, if need be, the speed limit can be reassessed once the AWPR is complete.

## 9.0 IMPACT

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

## 10.0 BACKGROUND PAPERS

- <sup>1</sup> Setting Local Speed Limits [Guidance for Local Authorities: ETLTD Circular 1/2006](#).
- <sup>2</sup> SCOTS Additional Guidance: [ETLTD Circular No. 1/2006](#) Setting Local Speed Limits – Speed Limit Review.
- <sup>3</sup> DfT Traffic Advisory Leaflet 2/06 ([TAL 2/06](#)) Speed Assessment Framework
- <sup>4</sup> Parliament UK : [Roads: Speed limits](#)
- <sup>5</sup> NESAMP Handbook [NESAMP Handbook](#)

## 10.0 Consultees comments

Enterprise, Planning and Infrastructure Committee

**Convener: Councillor Barney Crockett** *emailed 19-July-2013*

**Vice Convener: Councillor Ramsay Milne** *emailed 19-July-2013*

Enterprise, Planning and Infrastructure Committee

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Councillor Marie Boulton

Emailed 26/7/2013

Councillor John Corall

Emailed 26/7/2013

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Councillor Steve Delaney	Emailed 26/7/2013
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### **Local Members**

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Councillor Aileen Malone	Emailed 26/7/2013
Councillor David Cameron	Emailed 26/7/2013
Councillor Jennifer Stewart	Emailed 26/7/2013
Councillor Len Ironside CBE	Emailed 26/7/2013
Councillor M. Tauqeer Malik	Emailed 26/7/2013
Councillor Martin Greig	Emailed 26/7/2013

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### **Council Officers**

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Barry Jenkins, Head of Finance <b>31-07-2013 No comment</b>	
Jane MacEachran, City Solicitor, Continuous Improvement	Emailed 26/7/2013
Ciaran Monaghan, Head of Service, Office of Chief Executive	Emailed 26/7/2013
Gordon McIntosh, Director of Enterprise, Planning and Infrastructure	Emailed 26/7/2013
Hugh Murdoch, Head of Service, Shelter and Environment	Emailed 26/7/2013
Margaret Bochel, Head of Planning & Infrastructure, Strategic Leadership <b>02-Aug-2013 agree with the recommendations within this report</b>	Emailed 26/7/2013
Mike Cheyne, Roads Manager	Emailed 26/7/2013
Colin Walker, Community Safety Manager	Emailed 26/7/2013
Dave Young, Account Manager, Service, Design and Development	Emailed 26/7/2013
Laura Watson, Service Co-ordinator E P & I	Emailed 26/7/2013
Mark Masson, Committee Services	Emailed 26/7/2013
Mark Masson, Committee Services	Emailed 26/7/2013

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## **11.0 REPORT AUTHOR DETAILS**

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## APPENDIX 1

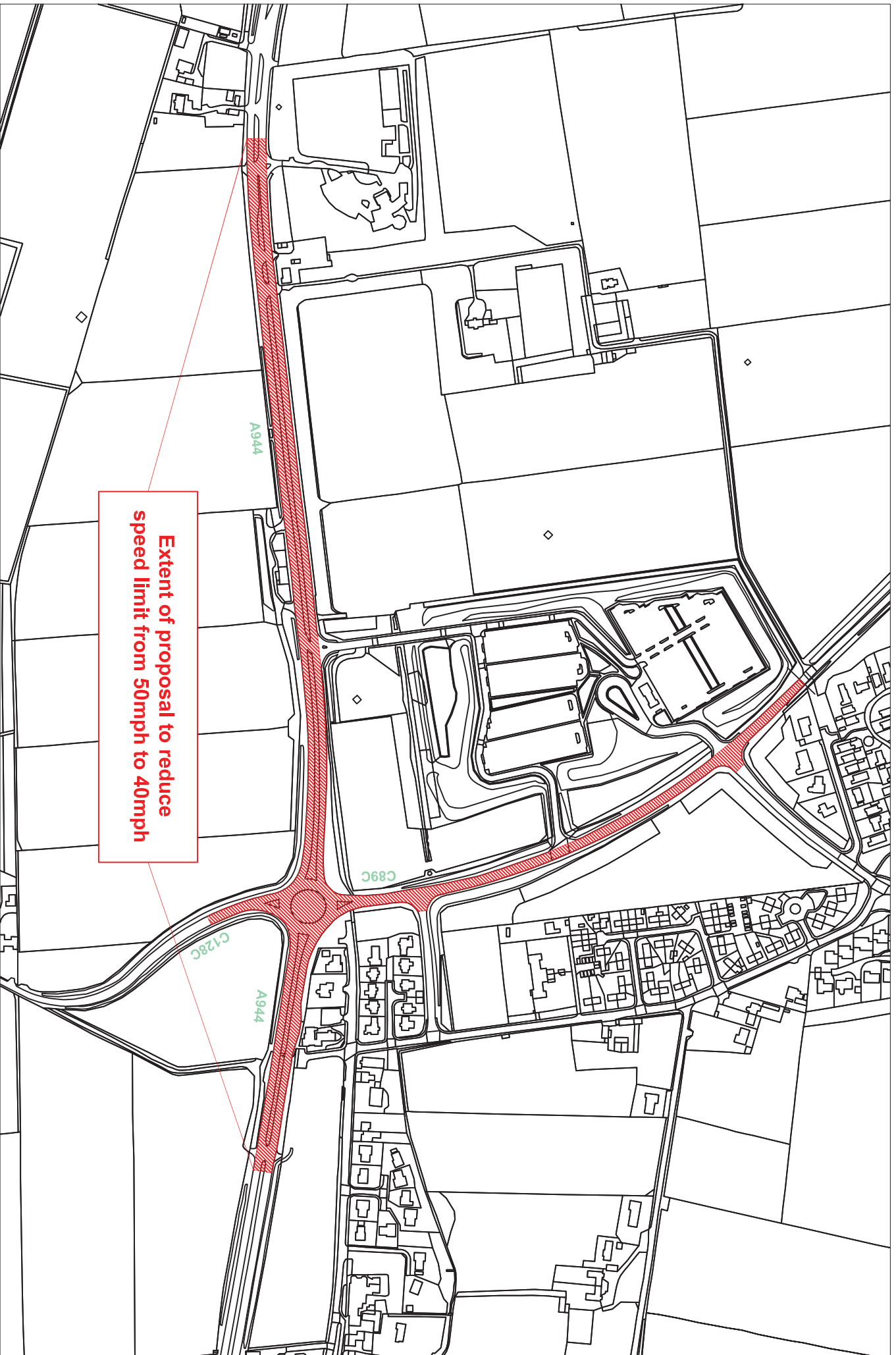
### Excerpt from Scottish Safety Camera Programme Handbook

The Scottish Government has set the following guidelines that authorities must adhere to when considering the location for a new camera.

Criteria		Details
1.	Site length	Between 400 & 1500 meters
2.	Number of fatal & serious collisions	At least 4 per Km in last 3 calendar years (not per annum)
3.	Number of personal injury collisions	8 per Km in last 3 years
4.	Causation factors	Collisions where causation factors are not speed related must not be included
5.	85th percentile speed at or approaching collision hot spot	85th percentile speed at or above ACPO guidance (10% plus 2mph) for free flowing traffic (excluding rush hour). Partnerships must have a strategy to move thresholds to the ACPO guidance level by April 2005
6.	Percentage over the speed limit	At least 20% of drivers are exceeding the speed limit, excluding congestion period
7.	Site conditions suitable for type of enforcement	Loading and unloading the camera can take place safely
8.	Distribution of collisions	Collisions are clustered close together around a single stretch of road or junction
9.	No other engineering solution is appropriate	There has been a site survey by a road safety engineer and there are no other obvious practical measure to improve road safety along this stretch of road.
10.	Camera visibility	Enforcement cameras are well signed and highly visible in line with DfT guidelines

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**Prime Four, Kingswells - Proposed reduction of speed limit from 50mph to 40mph**



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## ABERDEEN CITY COUNCIL

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COMMITTEE : **Enterprise, Planning and Infrastructure**  
DATE: **29<sup>th</sup> August 2013**  
DIRECTOR: **Gordon McIntosh**  
TITLE OF REPORT: **Area Around Hill of Rubislaw – Parking Review**  
REPORT NUMBER: **EPI/13/123**

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### **1. PURPOSE OF REPORT**

At its meeting of 18 April 2013, the Development Management Committee resolved to approve planning application P121692 for a proposed office development at Hill of Rubislaw, Rubislaw Quarry, subject to condition.

The Sub Committee further resolved: “to request the Enterprise, Planning and Infrastructure Committee to consider designating the surrounding area as a controlled parking zone to alleviate pressures on residential parking likely to be caused by the development”.

This report provides the Committee, as requested, with a report having considered the above request.

### **2. RECOMMENDATION(S)**

2.1 It is recommended that the Committee:

1. Instruct officers not to proceed with the introduction of a Controlled Parking Zone.
2. Instruct officers to continue to work with the companies based at the Hill of Rubislaw complex to encourage a modal shift in transport, reducing traffic to and from the site, and consequently reducing levels of on-street commuter parking.
3. Instruct officers to investigate further the potential to introduce a Priority Parking Scheme, detailing estimated income/expenditure following further surveys and to report back to a future Committee with these findings.

### **3. FINANCIAL IMPLICATIONS**

At this time, there are no initial financial implications relating to the recommendation. However, there may be financial implications if,

following further consultation and Committee consideration, parking measures are approved.

#### **4. OTHER IMPLICATIONS**

#### **5. BACKGROUND/MAIN ISSUES**

##### **5.1 Background**

5.1.1 The Hill of Rubislaw complex lies to the north, and east of the Rubislaw Quarry as shown on the plan in **Appendix A**. A network of car parks within the complex provides parking for employees of the companies that currently occupy the site.

5.1.2 At its meeting of 18 April 2013, the Development Management Committee resolved to approve planning application P121692 for a proposed office development at Hill of Rubislaw, Rubislaw Quarry, subject to condition.

The Sub Committee further resolved: “to request the Enterprise, Planning and Infrastructure Committee to consider designating the surrounding area as a controlled parking zone to alleviate pressures on residential parking likely to be caused by the development”.

5.1.3 Pressures associated with overspill parking from the adjacent offices were already known to officers. Over the period of the last seven years officers have received numerous complaints from residents in the vicinity regarding traffic generated by the Hill of Rubislaw complex. Specifically, complaints have been received from residents of Queen’s Road, Angusfield Avenue, Westholme Avenue, Springfield Avenue, Rubislaw Den South, King’s Cross Road, Rubislaw Park Road, and Queen’s Avenue.

As a result of these numerous complaints, officers have already promoted a number of measures to address problems raised. Such measures include the implementation of junction protection in the form of lengths of “At any time” waiting restrictions.

Officers have also been continually monitoring the levels of on-street parking over this same period, and it has been found that up until 2013, these levels had remained more or less stagnant. Over the period of the last six months however, the level of on-street parking within the streets surrounding the Hill of Rubislaw complex has increased.

5.1.4 Due to the ongoing concerns of residents, prior to planning approval having been granted for the new development, officers along with local elected member, Councillor Jennifer Stewart, invited representatives of Chevron, Britannia, Conocophillips, and Marathon to attend a meeting to

discuss concerns raised by residents regarding the level of on-street commuter parking. Of the 4 companies contacted only representatives of Conocophillips, and Marathon attended the meeting of 10 April 2013. A package of measures was agreed to be considered by all parties in attendance, and a future meeting with representatives of all 4 companies suggested.

The measures suggested for consideration were:

- Officers to conduct on-street parking/registration surveys to identify any employee vehicles by cross referencing with the companies' parking permit database
- Officers to conduct queue length surveys at the exit points of the Hill of Rubislaw site to determine if there are excess waiting times to enter and leave the complex
- Companies to consider rationalising spaces to increase capacity (Planning permission would potentially be required)
- Companies to review existing landscaped areas for potential to convert to additional parking (Planning permission would potentially be required)
- Officers to conduct car park capacity surveys
- Companies to consider collectively joining a Liftshare scheme through NESTRANS
- Companies to set more stringent targets as part of their Green Transport Plan including;
  - Increasing the numbers of those travelling by bus (private hire bus services are already in place)
  - Increasing the number of cycle stands & improving cycle provision
  - Introducing incentive schemes for high occupancy vehicles
  - Utilising existing off-site parking facilities such as the Kingswells Park & Ride site

Work on the above had commenced prior to the Development Management Committee meeting of 18 April 2013.

Factors identified as contributing to the current levels of on-street commuter parking included:

- Workers are currently only permitted to park within their relevant car park on specific days; the idea being to promote car sharing amongst employees. Anecdotal evidence suggested the unfortunate side effect of this is that employees are instead choosing to park on-street rather than car share. The results of surveys as detailed below recorded the extent of such parking.
- Not all employees receive parking privileges within the complex itself.

- There is currently no combined Green Transport Plan between the companies based at the Hill of Rubislaw complex.

The package of measures suggested for consideration is expected to go some way to alleviate some of these issues.

5.1.5 Subsequent to the meeting of 10 April 2013, and after the Development Management Committee meeting of 18 April 2013, a further 2 informal meetings were held with officers, elected members Councillors Ross Thomson and Jennifer Stewart, and local residents where residents raised their concerns regarding the current and potential future levels of on-street commuter parking.

At the two meetings held, one was attended predominantly by residents of Angusfield Avenue, and the other predominantly by residents of Westholme Avenue.

There was a distinct difference in opinion of the residents in attendance with regards to their desire for the introduction of a Controlled Parking Zone (CPZ). The residents of Angusfield Avenue, which is the most popular for commuter parking, were almost unanimous in their view that a CPZ over this area be the preferred solution. The residents of Westholme Avenue however, which experiences lower levels of overspill parking, were unanimous in their view that they most definitely did not want a CPZ over this same area because they are currently less affected.

This clearly highlights the potential difficulty there may be in gaining support for the introduction of any form of controlled parking.

The overwhelming feeling amongst the residents at these meetings was that the companies/employees at the Hill of Rubislaw complex are behaving as bad neighbours. Residents of Angusfield Avenue who are responsible for the upkeep of the privately maintained Angusfield Lane are particularly unhappy at the level of commuter parking on the lane itself, and at the state of disrepair it is currently in due to its increased usage. Residents of Westholme Avenue are particularly aggrieved by the practice of taxi drivers/bus drivers awaiting pickups using the residential streets as an off-site waiting area.

## 5.2 Parking Surveys

As with similar surveys conducted over the last seven year period, officers conducted surveys to ascertain the current levels of on-street parking to enable a recommendation to be made as to the suitability of a Controlled Parking Zone. Surveys recorded the location, and registration mark of parked vehicles, and incorporated the streets identified in the plan shown in **Appendix A**.



A base survey was conducted during the evening outwith business hours, when it is generally considered that any parked vehicles are likely to be residents' as opposed to commuters'.

A further survey was then conducted on a midweek morning during peak commuter parking times.

The results from the above surveys are summarised as follows:

Base survey

This survey, taken outwith business hours, shows in general low density parking, with pockets of higher density parking in the vicinity of 35-55 Angusfield Avenue where the majority of properties are without front driveways.

Peak survey

The results of this survey showed there to be hot-spots of high density commuter parking concentrated most notably on the section of Angusfield Avenue between the Burn of Rubislaw and its junction with the lane to the rear of 196-204 Queen's Road, on Angusfield Place, and on the southern most section of Angusfield Lane.

Results of the peak parking survey show that whilst levels of high density commuter parking are still very much limited to a few hot-spots, compared to the extensive visual surveys done over the years, the extent of these hot-spots has increased.

Results of the above surveys are illustrated in **Appendix A**.

### 5.3 Rationale for Controlled Parking Zones (CPZ's)

CPZ's are installed with the aim of reducing traffic congestion, improving road safety, and promoting a modal shift to other forms of transport. They protect local and environmental amenities, and support the Local Transport Strategy and Regional Transport Strategy.

For a CPZ to be effective, it:

- Is necessary that every length of road be regulated in some form, with parking permitted only in designated parking bays.
- Must cover an area large enough so as not to merely shift parking from one street to the next i.e. the area covered must be large enough so as to necessitate a walk distance significant enough to act as a disincentive to park immediately outside the CPZ and walk, and encourage the use of alternate means of transport.

In the case of the area around the Hill of Rubislaw, for a CPZ to be effective, the area of coverage would need to extend to at least the area

shown on the map in **Appendix B**. As the current commuter parking is limited only to relatively small hot-spots within some 8 streets immediately outwith the Hill of Rubislaw site, it is unlikely that residents, not currently affected, would be in support of any proposal to introduce a CPZ.

The cost of implementing a CPZ over this area may also prove prohibitive. It is estimated that it would cost approximately £300,000 to implement a CPZ of this size. Regardless of the size, there is currently no budget available for CPZ's within the approved Five Year Capital Plan. Funding for any CPZ's during this time is therefore unlikely to be available in any instance where there are no developer's contributions.

The Controlled Parking Areas Working Group, at its meeting of 24 February 2011, identified a priority list of 7 areas for future CPZ's. Any new proposed location would need to be considered by the working group, and its priority measured against those areas already identified. Experience would suggest that the area around the Hill of Rubislaw complex would be placed toward the lower end of this list. The priority list is shown in **Appendix C**.

#### 5.4 Priority Parking Scheme

A part-time permit scheme first introduced over a trial area by Edinburgh City Council in 2011, and operational only in Edinburgh. It is designed to protect parking for residents, whilst continuing to provide parking for commuters, reducing the decanting effect associated with full CPZ's.

Designed for use in areas:

- Where the prevalence of commuter parking is attributable to an area's proximity to the boundary of a CPZ. Priority Parking creates a buffer between areas subject to full controls, and uncontrolled areas.
- Nearest likely generators of commuter parking e.g. adjacent bus routes, or local businesses.

Although by design the decanting effect associated with full CPZ's is mitigated, Parking Priority Schemes do still potentially entail the spreading of existing parking patterns in to previously unaffected neighbouring streets.

Officers feel that it would be appropriate to consider the Priority Parking Scheme in Edinburgh, and examine the success or otherwise of this initiative in greater detail.

An extract taken from the public website of Edinburgh City Council outlining the Priority Parking Scheme is attached in **Appendix D** for your information.

## 5.5 Conclusion

Due to the limited extent of commuter parking in the area surrounding the Hill of Rubislaw in relation to the size of area required to be controlled for a CPZ to be effective, and subsequently the estimated cost of implementing such a CPZ, officers do not consider a CPZ to be a suitable solution.

It is proposed that officers continue the work already begun in conjunction with the companies based at the Hill of Rubislaw, and for further consideration to be given to the introduction of a Priority Parking Scheme. Officers would then propose to report back to Committee at a future date on the outcome of further investigations as to the suitability of a Priority Parking scheme.

## 6. **IMPACT**

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

## 7. **BACKGROUND PAPERS**

### **Minutes of Development Management Sub Committee of 18 April 2013**

<http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=2558&T=1>

### **Decision Sheet of EP&I Committee meeting of 21 May 2013**

<http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=2526&T=2>

### **Report P121692 submitted to Development Management Sub Committee of 18 April 2013**

<http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=25596>

## 8. **REPORT AUTHOR DETAILS**

Andrew Diansangu  
Engineering Assistant  
[adiansangu@aberdeencity.gov.uk](mailto:adiansangu@aberdeencity.gov.uk)  
(01224) 538067

## Consultees comments

Enterprise, Planning and Infrastructure Committee

**Convener: Councillor Barney Crockett – emailed 22 July 2013**

**Vice Convener: Councillor Ramsay Milne – emailed 22 July 2013**

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### Council Officers

**Councillor Jennifer Stewart - emailed 22 July 2013**

**Councillor Ross Thomson - emailed 22 July 2013 – commented and requested minor changes be made to reflect view of residents of Westholme Avenue in attendance at meeting that they were not necessarily against the idea of a CPZ in general, but specifically a CPZ covering only Angusfield Avenue. Also that they felt the companies at the Hill of Rubislaw need to be pursued vigorously.**

**Councillor John Corall - emailed 22 July 2013**

**Councillor Martin Greig - emailed 22 July 2013**

**Barry Jenkins, Head of Finance, Corporate Governance - emailed 22 July 2013 – replied with no comment**

**Jane MacEachran, Head of Legal and Democratic Services, Corporate Governance - emailed 22 July 2013**

**Ciaran Monaghan, Head of Service, Office of Chief Executive - emailed 22 July 2013**

**Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - emailed 22 July 2013**

**Hugh Murdoch, Head of Asset Management and Operations, Enterprise, Planning and Infrastructure - emailed 22 July 2013**

**Margaret Bochel, Head of Planning & Sustainable Development, Enterprise, Planning and Infrastructure – emailed 22 July 2013 – commented and requested changes be made to strengthen our urging of the existing businesses to take part in more travel planning and also in relation to ensuring there is no contradiction with the development management sub committee in their deliberations on the recent planning application, which cannot be expected to resolve and existing problem - an issue which this committee did take into consideration.**

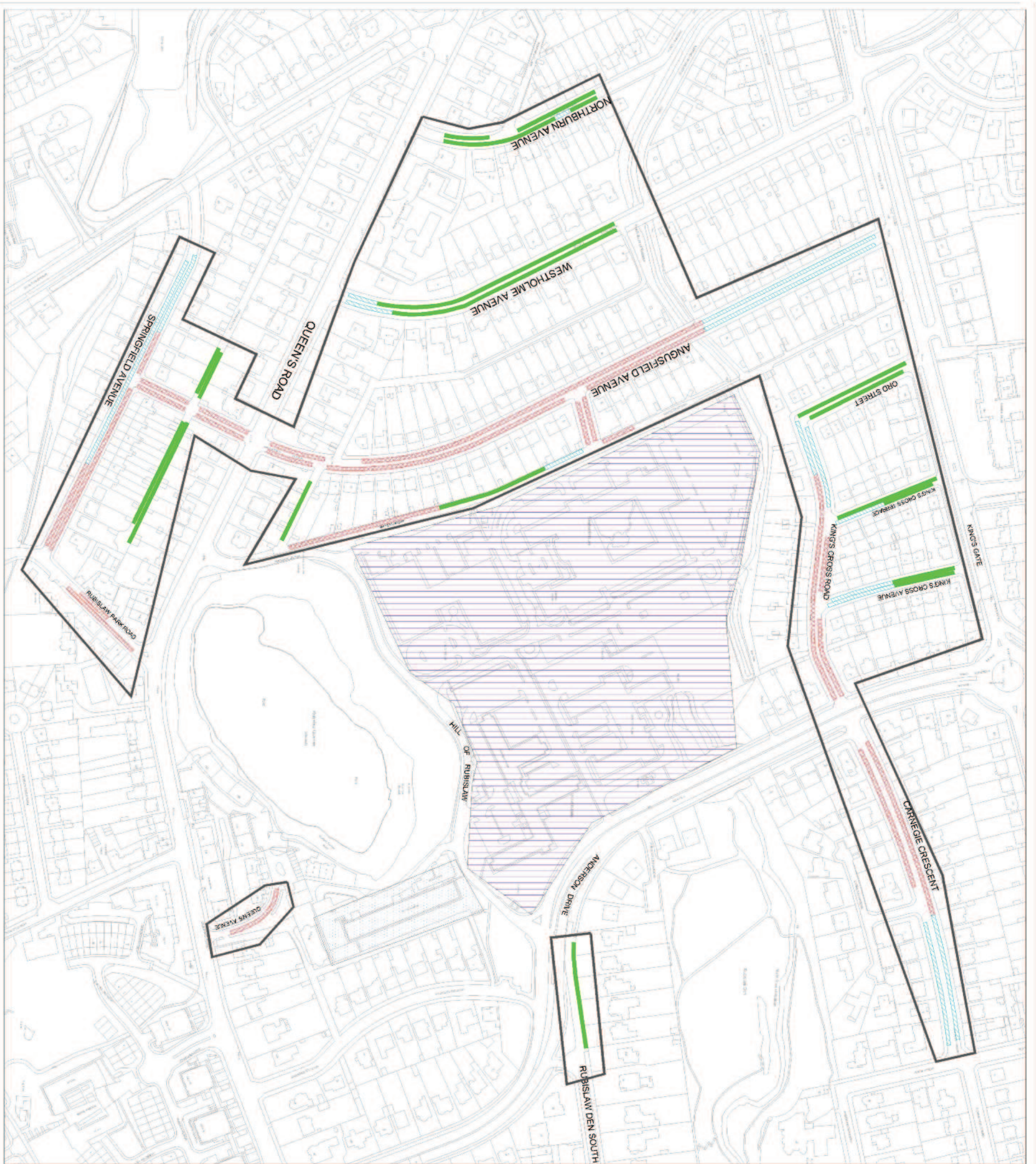
**Mike Cheyne, General Manager Operations, Enterprise, Planning and Infrastructure - emailed 22 July 2013**

**Neil Carnegie, Community Safety Manager, Housing and Environment - emailed 22 July 2013**

**Dave Young, Account Manager, Corporate Governance - emailed 22 July 2013**

**Joanna Murray, Team Leader, Enterprise, Planning and Infrastructure - emailed 22 July 2013 – please see comments above re: Maggie Bochel**

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**Key**

	High Density Parking
	Medium Density Parking
	Low Density Parking
	Streets Surveyed
	Current Site

Rev:	Drawn (initials):	Checked (initials):
Description:		



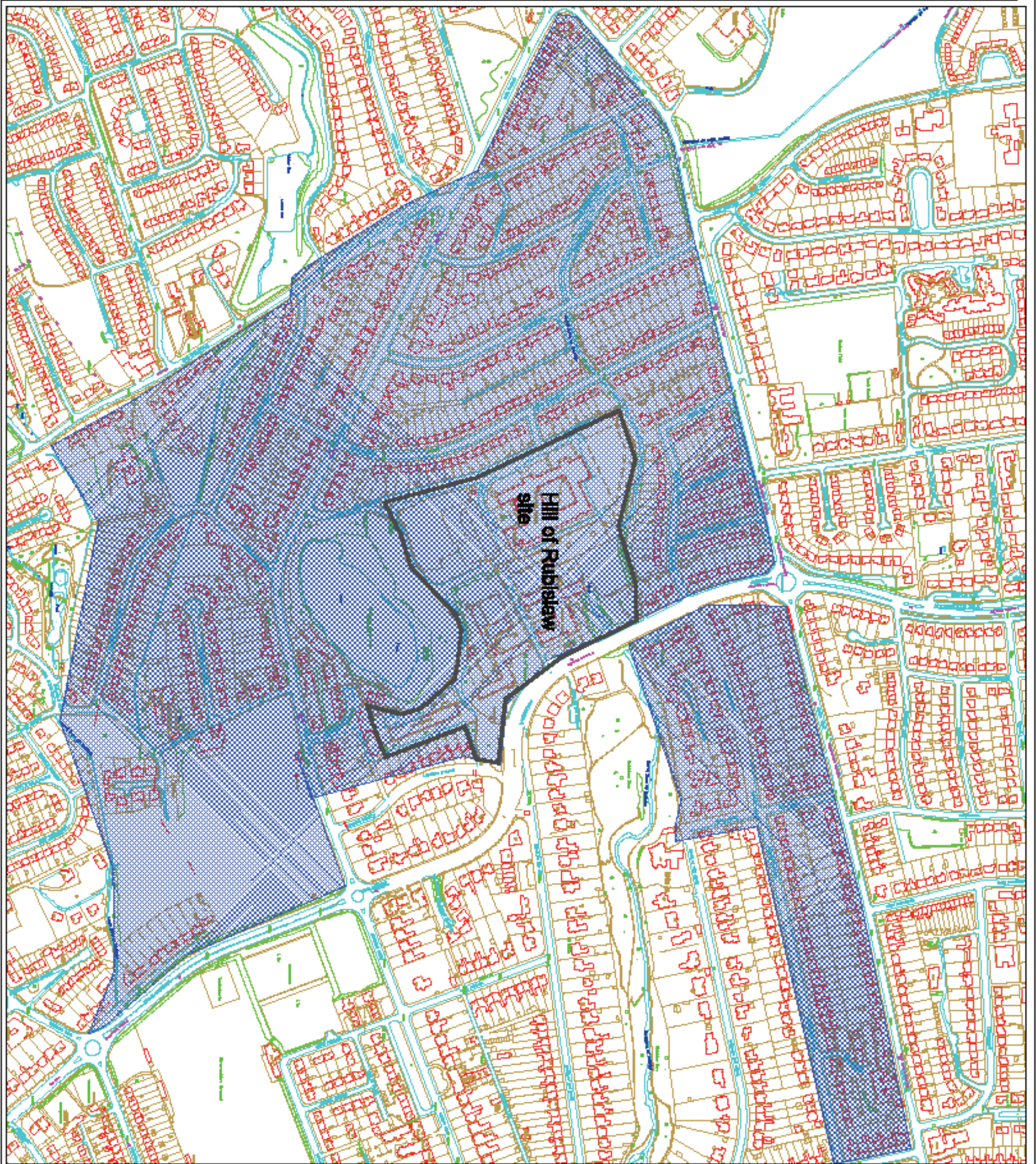
**ENTERPRISE PLANNING & INFRASTRUCTURE**  
 Road Safety and Traffic Management Team  
 74 - 76 Spring Garden, Aberdeen, AB25 1GN  
 Telephone (01224) 538053



Client: **ABERDEEN CITY COUNCIL**

Project: **RUBISLAW AREA**

Title: **PARKING DENSITY - AM PEAK**

Drawn (initials/date): <b>AYD</b> 2/7/2013	File Location
Checked (initials/date):	Drawing No.
Scale & sheet size: 1:3	A3



<p><b>KEY</b></p> <p> = Required extent of CPZ</p>	
 <b>ABERDEEN</b> CITY COUNCIL	
<p><b>ENTERPRISE PLANNING &amp; INFRASTRUCTURE</b>          Road Safety and Traffic Management Team          74 - 76 Spring Garden, Aberdeen, AB15 1GR          Telephone (01224) 558003</p>	
<p><b>Client:</b>          ABERDEEN CITY COUNCIL</p>	
<p><b>Project:</b>          RUBISLAW AREA</p>	
<p><b>Title:</b>          REQUIRED EXTENT OF CPZ</p>	
<p><b>Drawn (date/drawn):</b>          AYD 5/7/2013</p>	<p><b>W/Location:</b>          Working 1/3</p>
<p><b>Checked (date/checked):</b>          1/5/2000</p>	<p><b>AS</b></p>

## **Appendix C**

### **Future Proposed CPZs**

5.92 Since the last priority list for future parking zones was approved by the Environment and Infrastructure Committee in January 2006, parking zones V, W, X and the extension to M have all been implemented. In addition the opening of Union Square has had an affect on the parking in and around the city centre. It is therefore proposed to recommend a new priority list to determine the requirements for any future zones within the city.

5.93 Hourly registration surveys have been undertaken in the following areas and have been prioritised as follows.

#### **Palmerston Area (Priority 1)**

This area was previously approved as a potential future zone in 2006. Since this time the area has been affected by the opening of the Union Square development.

#### **Survey**

The parking surveys suggest that there is a significant volume of commuter parking within the Palmerston area. Daytime surveys indicate that the number of parked cars between 0700-0800 hours was 322, rising to 428 cars at 1100 hours before gradually dropping to 200 cars between 1800-1900 hours. The surveys reinforced the need for traffic management measures as frequent occurrences of obstructive and indiscriminate parking were observed, in addition to the loading and unloading operations of the businesses in the area.

Due to the nature of the area the 0700 hours survey start time is unlikely to reflect the beginning of the working day for some businesses in the area. A night time observation survey at 2300 hours indicates that there are very few cars parked on-street during the late evening.

A business case for the future introduction of a parking zone should be prepared for the Palmerston area and the potential risk that parking may displace into nearby Torry should be considered.

#### **Mearns Street area (Priority 2)**

This city centre area is bounded to the north and west by parking zone F, by the Waterloo rail branch to the east and by the harbour to the south. Uncontrolled parking in this area is an issue with commuter parking having a subsequent impact on residential parking amenity in the area. The area is a relatively short walking distance from the city centre and attracts commuter parking.

#### **Survey**

The actual number of parking spaces in this area is relatively low with only approximately 41 parking spaces. The survey indicates that morning occupancy is at 76% between 0800-0900 hours increasing to between 85% - 98% during the daytime.

The introduction of parking controls would aid residential parking amenity and would discourage all day commuter parking.

### **Ashley / Brighton Area (Priority 3)**

The Ashley Gardens to Forest Avenue area has previously been removed from parking zone proposals as a result of adverse resident feedback during the informal stages of consultation. Since that time parking zones T, to the north and east and parking zone X to the north and west have caused displacement into the area between Brighton Place and Forbesfield Road.

#### **Survey**

The survey confirms that commuter parking impacts on this area during the working day; with some 130 cars arriving in the area and parking for more than 3 hours before departing in the evening. It was noted that 45% of these cars stayed in excess of 7 hours.

Both Ashley Gardens and Ashley Park Drive are between 80%-90% occupancy throughout the working day whilst Brighton Place and Forest Avenue are close to capacity in the morning and evening.

### **Holburn / Hardgate area (Priority 4)**

This is a densely populated, mainly residential area within close walking distance of the city centre. The area is bounded to the north east by parking zones N and V. The areas to south and west are for the most part residential. Residential demand for parking controls is relatively low with a general acceptance of a high demand for parking.

#### **Survey**

The survey confirms that commuters are parking within this area during the day, with the survey indicates 149 cars arrived in the area and parked for more than 3 hours before departing in the evening. It was noted that 42% of these cars stayed in excess of 7 hours. Holburn Street and Hardgate are at 100%–90% occupancy throughout the working day dropping to 87% and 82% respectively in the early evening.

### **Carnegie Crescent Area (Priority 5)**

Originally promoted as part of the on-street parking zone X, this area was removed from the scheme as a result of public objection process. Since implementation of the remainder of zone X commuters have displaced into the area

#### **Surveys**

The surveys indicate that there is a localised issue with commuter parking on Morningfield Road. When considering the area as a single entity the volume of commuter parking is limited. Residential parking in the area is affected but not to an extent where residents cannot park.



**Seaforth Road Area (Priority 6)**

This area has previously been identified within the future priority list. Site observation surveys have been carried out in this area but due to the continuing development of First Headquarters and also the former John Clark car showroom, the parking patterns are unlikely to reflect a normal situation. Residential demand for parking controls in this area is limited, therefore officers believe that the area should be noted and reviewed again in future years.

**Elmbank area (Priority7)**

During the public advertisement for the Aberdeen University parking controls, some residents expressed concern regarding displacement into this area. Officers would confirm the need to review parking patterns once the new zone has been implemented however the existing parking conditions would suggest that there is limited opportunity for commuters to be displaced into this area.

5.72 The development of any future controlled parking zone proposals would be subject to a business case submission.

## Appendix D



### Priority Parking Outline

- Priority Parking:
  - Is a Part-Time Permit Scheme, where:
    - controls operate for a short period between Monday and Friday inclusive;
    - permit places are limited in number, but will generally meet the residential demand for parking in each street during the working day;
    - the remainder of the area will remain uncontrolled.
  - will consist of permit parking places only, limited to use by:
    - Resident Permit Holders from within the area defined above;
    - Visitor Permit Holders, where the resident issuing the Visitor Permit resides within the area defined above.
    - Trades Permit Holders.
  - will not include the option to pay-and-display.
  - May include some provision for limited waiting, for example in the vicinity of local shops etc.
- The proposal has been designed to:
  - prevent all-day commuter parking and long-term non-residential parking from taking place within areas set aside as permit holder parking;
  - protect parking opportunities for resident and visitor permit holders;
  - make it easier for residents to park near their homes;
  - provide improved parking opportunities for:
    - Visitors (to residents, businesses etc);
    - Tradesmen etc.
  - Create a buffer between areas subject to full controls (CPZ) and uncontrolled areas;
  - Reduce the potential for further migration of problems into other areas;
- The proposed levels of parking provided:
  - should normally exceed observed levels of daytime residential demand;
  - will be located in proximity to those properties without off-street parking;
  - will be located in order to minimise the need for additional street furniture;
  - could be adjusted, by legal process, to take account of changing demand.

- Qualifying Residents would be entitled to:
  - A maximum of two permits per household, limited to one permit per person;
  - visitor permits, under the same terms and conditions as within the Controlled Parking Zones (CPZ), and;
    - the equivalent of 30 days-worth of permits for each household;
    - a double allocation, with the cost of permits halved, for residents with disabilities.
  
- The proposed cost of a residents permit will be:
  - proportionally lower than within CPZ, reflecting the shorter period of control;
  - linked to CO2 emissions;
  - increased for a second permit.
  
- Priority Parking:
  - reduces the initial implementation costs when compared to full CPZ control ;
  - requires significantly less enforcement than full CPZ, thereby reducing the ongoing costs of managing parking in areas subject to this form of control;
  - reduces the potential impact on the amenity of the area by minimising street furniture and negating the need for ticket machines related to pay-and-display;
  - has an inherent flexibility that:
    - allows the level of parking provision to be adjusted to cater for changing demand;
    - would allow this type of approach to be applied to other areas subject to similar parking pressures
  
- Implementation of Priority Parking:
  - Will be carried out on a phased basis, designed to gauge:
    - the impact of the introduction of controls;
    - the level of demand for residents parking;
  
- New poles, signs and road markings:
  - Will be minimised wherever possible, with:
    - Permission being sought from residents whose property has walls or fences that could be used to mount signs
    - Longer lengths of kerbside space being used for parking places, reducing the number of signs and road markings required.

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## ABERDEEN CITY COUNCIL

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COMMITTEE: **Enterprise, Planning and Infrastructure**

DATE: **29 August 2013**

DIRECTOR: **Gordon McIntosh**

TITLE OF REPORT: **Green Badge Parking Spaces**

REPORT NUMBER: **EPI/13/124**

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1. PURPOSE OF REPORT

To update the Committee on the impact of Blue Badge reform upon the Close Proximity Parking Scheme.

2. RECOMMENDATION(S)

It is recommended that the committee:

1. notes the reform of the Blue Badge scheme and the introduction of the Disabled Persons Parking Spaces (Scotland) Act 2009
2. instructs officers to continue to standardise all Disabled Persons Parking Spaces within the City by signing and lining these in accordance with the Act and enforcing the spaces in accordance with the Act, whereby they may be used by any Blue Badge holder.
3. instructs officers to discontinue the issue of any new or renewal of Green Badges with immediate effect.
4. instructs officers to convert the existing Green Badge parking bays to Blue Badge bays and introduce a 3 hour max stay, with no return within 1 hour, to allow turnover at these prime city centre bays and prevents all day commuter parking.
5. acknowledges that due to the amount of disabled parking spaces within the city, it will take a number of months to complete the re-lining to the new standards, and that Green Badge holders be entitled to continue using these Badges until such time as the Green Badge parking bays have been converted to Blue Badge spaces.

### 3. FINANCIAL IMPLICATIONS

There would be a reduction in income from the issue of Green Badges, approximately £3000 annually, which would be offset by the corresponding reduction in staff time spent processing such applications, savings on materials to produce the Green Badges and postage costs.

There would be a requirement to lay new road markings and erect new signing at an initial capital cost of approximately £2300.

In addition, the Traffic Regulation Order (TRO) covering these parking spaces would have to be revoked and a new TRO promoted for parking bays to the new standards. However, this could be done at minimal cost by including this in a TRO with other new disabled parking spaces, which is put forward at each Committee under the regular Various Small Scale Traffic Management and Development Associated Proposals (New Works) report.

### 4. OTHER IMPLICATIONS

None

### 5. BACKGROUND / MAIN ISSUES

#### 5.1 Background

- 5.1.1 The Social Work Committee on 3 February 1999 agreed to the provision of on-street disabled parking spaces to enable people with severe disabilities to access specially reserved kerbside spaces in the city centre. These spaces were longer than the standard bays at the time, in order to allow wheelchair access to the rear of the vehicle. It was a common occurrence that other vehicles would park against the rear of a disabled parking bay, and the standard bays at the time didn't allow enough room to connect a ramp for wheelchair access to the rear of the vehicle. Any other vehicle parked too close to the edge of the disabled parking bay therefore hindered wheelchair access. The kerbs along the entire frontage of these bays were also lowered to aid wheelchair access.
- 5.1.2 These bays also differed from Blue Badge spaces in that there was a maximum waiting time of 3 hours, whereas in Scotland, there is no time limit for parking while displaying a valid Blue Badge. In England & Wales, there is a 3 hour time limit for all Blue Badge parking.
- 5.1.3 Green Badges could be obtained by those in receipt of the higher rate of the mobility component of the Disability Living Allowance (DLA) or those who were wheelchair users. Those not claiming the higher rate of DLA could be assessed by an Occupational Therapist to confirm eligibility.
- 5.1.4 The current charge for a Green Badge is £30 per year and the Green Badge must be renewed annually. In comparison, local authorities are

allowed to charge a maximum of £20 for a Blue Badge, which is renewable every 3 years.

5.1.5 The EP&I Committee of 13 September 2011 instructed officers, in light of Blue Badge reform, to review the possible impact on the City Council's Green badge scheme and to report back to a future Committee.

## 5.2 Green Badge spaces

5.2.1 There are a total of 29 Green Badge spaces in the City and the locations are shown in Appendix A.

5.2.2 Officers propose to convert the above from Green Badge to Blue Badge bays and introduce a 3 hour max stay to ensure turnover of these prime city centre bays and stop all day commuter parking.

## 5.3 Numbers of issued badges

5.3.1 A total of 103 Green Badges have been issued in the past 12 months. A small number of these Green Badge holders will not also hold a Blue Badge and some Green Badge holders do reside outwith the city within Aberdeenshire.

5.3.2 There are 8057 current Blue Badge holders who have badges issued via Aberdeen City Council.

## 5.4 Impact of Blue Badge reform

5.4.1 Since 1 January 2012, there has been an on line application service hosted by Northgate for the issue of Blue Badges. While councils still process applications, all new Blue Badges are printed by a specialist printer and are issued by Northgate, who provide one central service for issue of Blue Badges throughout Britain. Councils notify Northgate when it has been decided that an applicant qualifies for a Blue Badge and Northgate issue the Badge.

5.4.2 The Blue Badges have been updated to include new anti-forgery measures and are therefore being printed by a specialist printer.

5.4.3 Blue Badge reform pledged to tackle the abuse of Blue Badges and disabled parking provision, and the issue of Blue Badges from one central location for the whole of Britain is instrumental in helping to detect applications made by individuals to multiple local authorities in an attempt to obtain additional Blue Badges.

5.4.4 Blue Badge reform in Scotland also included changes in the way that applicants are assessed. The Disabled Persons (Badges for Motor Vehicles) (Scotland) Amendment (No. 2) Regulations 2011 introduces assessment of a person's ability to walk by an "independent mobility assessor" defined as someone who holds "a professional qualification, the obtaining of which involved person A being trained in the assessment of a person's ability to walk" and "having the expertise

necessary to assess on behalf of the local authority the ability to walk of person B”.

5.4.5 These Regulations also state that an independent mobility assessor should never have “been employed or engaged as a provider of medical services to person B where “medical services” includes all forms of medical treatment and investigations to establish whether treatment is needed but does not include an assessment conducted to establish whether person B is eligible for services provided by a local authority (including the provision of a disabled person’s badge)”.

5.4.6 In practice, this means that the assessment of a person’s eligibility for a Blue Badge has been removed from their GP and is now assessed by an Occupational Therapist employed by Aberdeen City Council as an independent mobility assessor.

5.4.7 If applicants do not meet the automatic qualifying criteria for a Blue Badge, then they must be assessed as having “a permanent and substantial disability which means they are unable to walk or virtually unable to walk” or “have a temporary, but substantial disability, which means they are unable to walk or virtually unable to walk which is likely to last for a period of at least 12 months, but less than 3 years.”

## 5.5 Impact of Disabled Persons Parking Spaces (Scotland) Act 2009

5.5.1 Under this Act, “a local authority must promote the proper use of parking places in its area that are designated or provided for use only by disabled persons' vehicles.”

5.5.2 Prior to this Act, all on-street disabled parking spaces were classed as advisory. In order to promote the proper use of these bays and discourage indiscriminate parking, the Act confers upon local authorities the duty to make a disabled street parking order covering the bay, which is to say that a Traffic Regulation Order is required as one of the measures to make these bays enforceable.

5.5.3 The other relevant measures required in order to make bays enforceable are that the bays must be signed and lined to new standards, which impacts the operation of both Blue and Green Badge spaces within the City.

5.5.4 A contract is underway at present to re-line Blue Badge spaces to the new standards, which is being followed by the erection of new signs. Under the Act, bays cannot be reserved for the exclusive use of an individual, even if that person originally requested the provision of the bay. The Act specifies that bays may be used by all Blue Badge holders. This is a significant change to how the scheme was operated in the City, where spaces were reserved for an individual and this was noted on the road sign and within the bay markings.

5.5.5 The new standards contained in the Act include longer parking bays to allow for wheelchair access and, if the bay is not located next to a



footway, hatch markings to enable room for wheelchairs to be situated next to the vehicle.

- 5.5.6 The Act does not contain any recommendations that lowered kerbs be provided adjacent to all bays, but the Blue Badge reform consultation recognised the impact on budgets, should lowered kerbs have to be provided. It was noted within the Blue Badge reform documentation that provision of lowered kerbs at every space may lead to less spaces being provided overall, due to budget constraints, and therefore these are not required as a standard provision.
- 5.5.7 The original qualifying criteria for a Green Badge included receipt of the higher rate of the mobility component of the Disability Living Allowance (DLA), which is one of the automatic qualifying criteria for a Blue Badge. The new Blue Badge requirements also includes an independent mobility assessment, which is done by an Occupational Therapist, for those who do not meet the automatic qualifying criteria. Again, this is similar to the qualifying criteria for obtaining a Green Badge.
- 5.5.8 The original intentions of the Close Proximity Parking Scheme (Green Badge Scheme) were to allow enhanced parking provision for those with more serious disabilities, but would now seem to been somewhat overtaken by the new legislation.
- 5.5.9 The original Social Work Committee Report of 1999 and the subsequent Policy and Strategy Committee Report of 18 February 2004 recognised that the Green Badge scheme operated a “two-tier” system of disabled parking provision.
- 5.5.10 The intentions of the new Act are to promote equality and social inclusion by means of protecting disabled parking bays for the use of those who require them. This includes the provision that any parking bay be for the use of all Blue Badge holders, and not reserved for exclusive use.
- 5.5.11 The Green Badge scheme had also been heavily criticised by Transport Scotland, and it had been noted that signs and road markings are supposed to be the same nationally, so that drivers understand the directions they are being given. As the Green Badge scheme is unique to Aberdeen, drivers from outwith the city may not understand the directions given by the signs and road markings for these bays.
- 5.5.12 The lack of understanding by drivers from outwith the city could lead to an increase in Penalty Charge Notices (PCN) being issued, together with subsequent appeals against these.

## 5.6 Consultation with Disability Advisory Group (DAG)

- 5.6.1 At the Disability Advisory Group meeting on 3 April 2013 there was a discussion on the Close Proximity Parking scheme and the impact upon it of the recent Disabled Persons Parking Spaces (Scotland) Act 2009 and the Equalities Act 2010. At this meeting officers presented to members the proposed main content of this current report for their comments and observations.
- 5.6.2 It was agreed at this meeting that a questionnaire would be sent to members of DAG as part of a consultation on the future of the Green Badge Scheme and officers would report the findings to the 12 June 2013 meeting.
- 5.6.3 The response to the consultation was less than anticipated and there were only a total of 7 responses received; 2 from Green Badge holders and 5 from Blue Badge holders. The results of which were presented to the group on 12 June. A summary is enclosed in Appendix B along with the questionnaire sent out.
- 5.6.4 The DAG members present at its meeting on 12/6/2013 whilst raising a number of questions did not raise any objection to the proposed change.

## 5.7 Consultation with Legal & Democratic Services

- 5.7.1 Officers within Legal and Democratic Services have been consulted on this report and it's their opinion that if we were to continue with the Green Badge scheme that we would effectively be contravening the Disabled Persons Parking Places (Scotland) Act 2009. Additionally, it is their view that the Green Badge scheme is not compatible with the Equality Act 2010 for the reasons outlined in the conclusions below. Aberdeen City Council must ensure that we are working within the parameters of current legislation and they are satisfied that the proposals outlined within this report ensure that we are complying with the current legislation.

## 5.8 Conclusion

- 5.8.1 In respect of the impact of Blue Badge reform and the Disabled Persons Parking Places (Scotland) Act 2009, it is considered that these pieces of legislation have overtaken the original aims of the Green Badge scheme within the city.
- 5.8.2 All standard parking bays must now be a minimum of 6.6m long, which is longer than the Green Badge spaces. This is in recognition of wheelchair user requirements.
- 5.8.3 The 2009 Act also promotes equality by making bays available for all Blue Badge holders and not allowing them to be reserved for exclusive use. In addition, the Act seeks to formalise the Blue Badge spaces into fully enforceable spaces, instead of the advisory status of the previous style of bays.

5.8.4 The Green Badge scheme, previously acknowledged as a “two-tier” scheme, could therefore be seen as unequal, particularly as neither Blue Badge reform nor the 2009 Act differentiates between types of disability. Indeed the Blue Badge reform, as outlined above, concentrates on the award of Blue Badges to those unable or virtually unable to walk.

5.8.5 The Equality Act 2010 states that “A service-provider (A) must not, in providing the service, discriminate against a person (B)—  
(a) as to the terms on which A provides the service to B”.

It is possible that it could be interpreted that in reserving some disabled parking bays for Green Badge users and denying use of these by Blue Badge holders on the grounds that they are not as severely disabled as Green Badge holders, that the Council is discriminating against Blue Badge holders in terms of the service provision of disabled parking bays.

## 6. IMPACT

Within the Community Plan, protecting and enhancing the built and natural environment is identified as a strategic priority, and underpinning the Community Plan is an aim to deliver Local & Regional Transport Strategy commitments by, among other means, using enforcement.

## 7. BACKGROUND PAPERS

Social Work Committee meeting on 3 February 1999, Policy and Strategy Committee meeting on 18 February 2004 and the Enterprise, Planning and Infrastructure Committee report no EPI/11/205.

## 8. REPORT AUTHOR DETAILS

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Team Leader,  
Road Safety & Traffic Management Team  
[dritchie@aberdeencity.gov.uk](mailto:dritchie@aberdeencity.gov.uk)  
(01224) 538055

### **Consultees comments**

Enterprise, Planning and Infrastructure Committee

**Convener: Councillor Barney Crockett** - e-mail sent 18/7/13

**Vice Convener: Councillor Ramsay Milne** - e-mail sent 18/7/13

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**E P & I Members**

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<b>Councillor Yvonne Allan</b>	e-mail sent 18/7/13
<b>Councillor Marie Boulton</b>	e-mail sent 18/7/13
<b>Councillor John Corall</b>	e-mail sent 18/7/13
<b>Councillor Bill Cormie</b>	e-mail sent 18/7/13
<b>Councillor Steve Delaney</b>	e-mail sent 18/7/13
<b>Councillor Andrew Finlayson</b>	e-mail sent 18/7/13
<b>Councillor Ross Grant</b>	e-mail sent 18/7/13
<b>Councillor Muriel Jaffrey</b>	e-mail sent 18/7/13
<b>Councillor Neil MacGregor</b>	e-mail sent 18/7/13
<b>Councillor Callum McCaig</b>	e-mail sent 18/7/13
<b>Councillor Jean Morrison MBE</b>	e-mail sent 18/7/13
<b>Councillor Ross Thomson</b>	e-mail sent 18/7/13
<b>Councillor Ian Yuill</b>	e-mail sent 18/7/13

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**Other Local Members**

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<b>Councillor Fraser Forsyth</b>	e-mail sent 18/7/13
<b>Councillor Jennifer Laing</b>	e-mail sent 18/7/13
<b>Councillor Andrew May</b>	e-mail sent 18/7/13
<b>Councillor Nathan Morrison</b>	e-mail sent 18/7/13
<b>Councillor Graham Dickson</b>	e-mail sent 18/7/13
<b>Councillor Alan Donnelly</b>	e-mail sent 18/7/13
<b>Councillor James Kiddie</b>	e-mail sent 18/7/13

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**Council Officers**

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Barry Jenkins, Head of Finance, – *Has been consulted and made some minor comments – none relate to finance.*

Jane MacEachran, Head of Legal and Democratic Services. – 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 Asset Management & Operations – has been consulted

Margaret Bochel, Head of Planning & Sustainable Development – has been consulted – *Has been consulted and is in agreement with the recommendations within the report.*

Mike Cheyne, General Manager Operations - has been consulted

Neil Carnegie, Service Manager -Community Safety - has been consulted

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

Laura Watson, Service Co-ordinator

Mark Masson, Committee Clerk

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# ABERDEEN CITY PARKING for DISABLED PEOPLE

## 1

### Green Badge Bays

(restricted to 8 hours duration)

- 1 John Street
- 2 Rose Street
- 3 Thistle Street
- 4 Union Row
- 5 Langolans Place
- 6 Crown Street
- 7 Spa Street
- 8 Union Terrace
- 9 Little Belmont Street
- 10 Beck Wyrnd (6 Spaces)
- 11 Schoolhill
- 12 St Andrew Street
- 13 Craigie Street
- 14 George Street
- 15 Spring Garden
- 16 Queen Street
- 17 Justice Street
- 18 St Catherine's Wyrnd (2 Spaces)
- 19 Rainbow Wyrnd
- 20 South Silver Street (2 Spaces)
- 21 Huntly Street
- 22 Cornection Wyrnd
- 23 Justice Hill Lane

## 1

### Blue Badge Bays

- 1 Lower Denburn (2 Spaces)
- 2 Summer Street (1 Space)
- 3 Guild St Fall Strn(12 Spaces. Charges Apply)
- 4 Trinity Centre (78spaces - Charges Apply)
- 5 Denburn Muir (8 Spaces)
- 6 Little Belmont Street (3 Spaces)
- 7 Herriot St Muir (12 Spaces - Charges Apply)
- 8 Loch St Muir (24Spaces. - Charges Apply)
- 9 Galtonway Car Park (7 Spaces)
- 10 Shikrow Muir (8 Spaces Charges Apply)
- 11 East North Street (1 Space)
- 12 Union Square (63 Spaces Charges Apply)
- 13 Donald's Way (2 Spaces)
- 14 Spa Street (2 Spaces)
- 15 Queen Street (3 Spaces)
- 16 Lodge Walk (2 Spaces)
- 17 Union Terrace (3 Spaces)
- 18 Collega St Muir (11 Spaces Charges Apply)
- 19 Esplanade (8 Spaces)
- 20 Golden Square Car Park (2 Spaces)
- 21 Beech Leisura Centre (3 Spaces)
- 22 Loch Street (2 Spaces)
- 23 St Andrew Street (3 Spaces)
- 24 Schoolhill (1 Space)

### Shopmobility

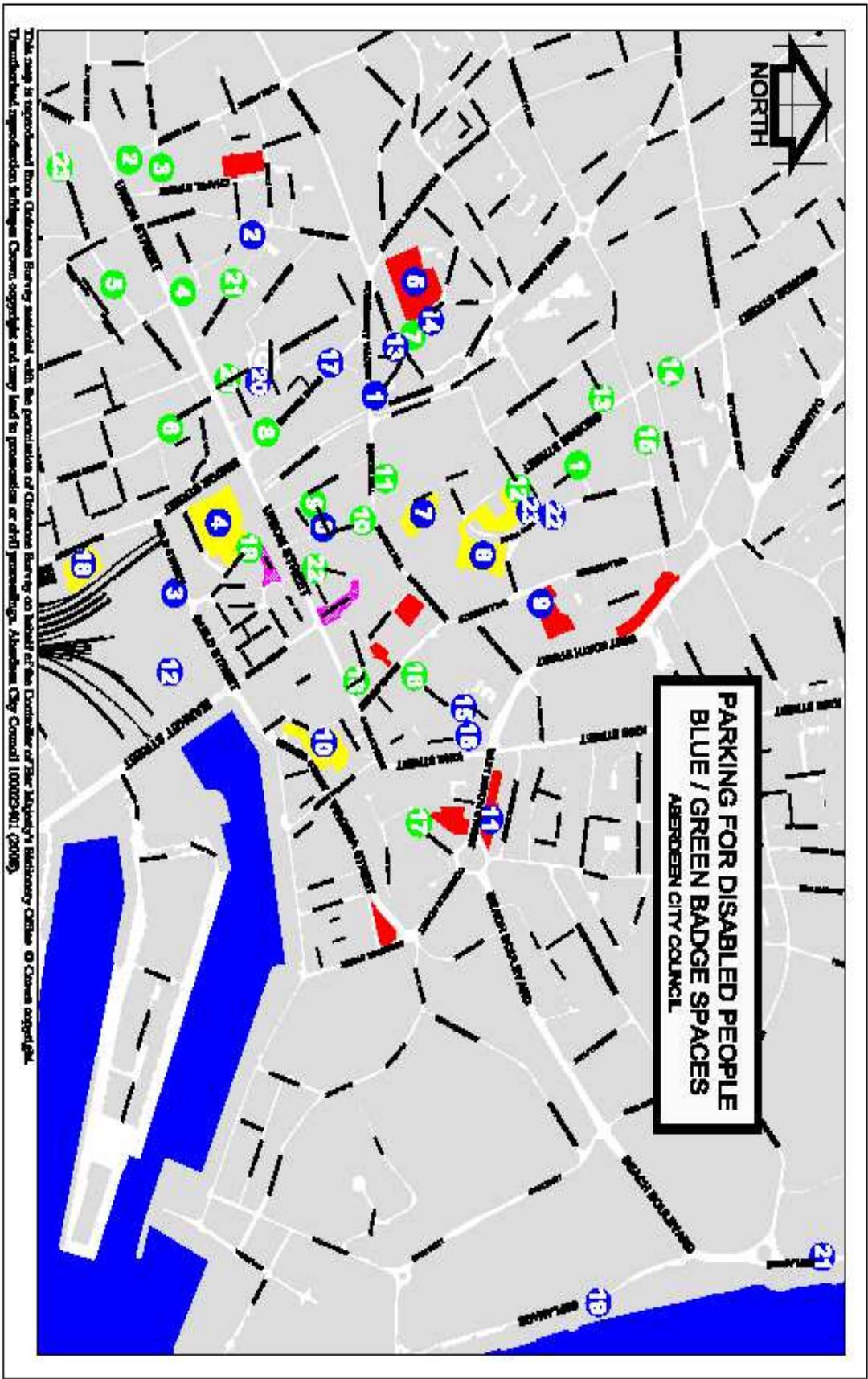
This is a volunteer based service lending powered wheelchairs or scooters for travel within the City Centre. It is open to anyone living in, or visiting, Aberdeen. Booking is highly recommended - phone (01224) 630008 for details.

### **PARKING NOT PERMITTED IN:**

any pedestrian zones (unless in a designated space), on corner protection, within designated Tard marks or motorcycle bays nor in a street whilst loading items are in operation.

**It should be noted that Blue Badge holders can park their car within any existing "on-street" Pay and Display Zone or any Aberdeen City Council car park for the duration of their visit FREE of charges and without limit of time.**

**These options are NOT available to Green Badge holders unless their vehicle is displaying a valid blue badge.**



### Green Badge Parking Spaces Questionnaire

At the most recent meeting of the Disability Advisory Group (DAG) on 3 April 2013, there was a discussion on the Close Proximity Parking Scheme, otherwise known as the Green Badge Scheme, and the impact upon it of recent legislation such as the Disabled Persons Parking Spaces (Scotland) Act 2009 and the Equality Act 2010. At the meeting, it was agreed that a questionnaire would be sent to members of DAG as part of consultation on the future of the Green Badge Scheme.

It is proposed that there will be a discussion on this at the next meeting of DAG on 12 June 2013, and following analysis of the questionnaire responses a report will be submitted to the Enterprise, Planning and Infrastructure Committee in August 2012 regarding the future of the Green Badge scheme.

Attached to this questionnaire is the original information sent to DAG earlier this year. This contains a draft committee report, proposing that the Green Badge Parking Scheme be discontinued, due to the impact of the new legislation. Please read the information contained in this before answering the questions below.

It is entirely because of this new legislation that the Council has drafted these proposals and is consulting on them. The Council has also obtained legal opinion on the future of the scheme, and that opinion states that the Council would be in breach of the Disabled Persons Parking Spaces (Scotland) Act 2009 and the Equality Act 2010 should it continue with the Green Badge Parking Scheme.

Please also note that the draft report proposes that Green Badge spaces be converted to Blue Badge spaces, so that if the proposals were passed at Committee, these spaces would still be available for disabled parking, although they would be available to all Blue Badge holders.

If you need more space for your reply please continue on a separate sheet.

1) Green Badge

Do you currently hold a Green Badge?

If so, how long have you held the Green Badge?

2) Green Badge parking spaces

Do you have a preferred location where you usually park in a Green Badge space, and if so, where is that location?

If you do not have a preferred location, do you usually park in the first available Green Badge space?

If a Green Badge space is unavailable, do you usually park in a Blue Badge space?



How often do you find a Green Badge space is available to you when required? Please provide an approximate percentage e.g. 50% of the occasions when parking is required, 75 % of the time etc.

3) Blue Badge parking spaces

If you use Blue Badge parking spaces, do you find that these cause you any problems when parking or travelling to your destination?

If Blue Badge spaces do cause you any problems, please describe the nature of the problem i.e. difficulty in entering/exiting the vehicle, distance from destination etc

4) Parking outwith a Green Badge or Blue Badge space

Do you ever park outwith a Green or Blue Badge space e.g. on double yellow lines, in a pay & display parking bay etc?

If so, how often do you park there? Please provide an approximate percentage e.g. 50% of the occasions when parking is required, 75 % of the time etc.

5) Disabled Persons Parking Spaces (Scotland) Act 2009

Are you aware of the new legislation regarding disabled persons parking bays?

If so, do you have any comments on how the Council should treat Green Badge spaces in relation to this new legislation?

6) Equality Act 2010

Are you aware of the new Equality Act 2010 legislation?

If so, are you aware that a service provider, such as the Council, may not discriminate against a person in the terms on which it provides the service?

Do you have any comments about how the Council should treat Green Badge Spaces in relation to this new legislation, where Blue Badge holders may challenge the decision to retain Green Badge spaces if they feel it discriminates against them in relation to the provision of disabled parking?

If you have any other comments, please include them with your response. Please return any comments to Roddy MacTaggart, email [rmactaggart@aberdeencity.gov.uk](mailto:rmactaggart@aberdeencity.gov.uk) by Friday 31 May 2013.

## APPENDIX B

### Responses to Green Badge Consultation (DAG)

There were a total of 7 responses received; 2 from Green Badge holders and 5 from Blue Badge holders. The responses are summarised below:

<b>Reason for using Green Badge spaces</b>
1 person uses Green Badge spaces as they are closer to the preferred destination.
1 person uses Green Badge spaces to ensure Blue Badge spaces are freed up for Blue Badge holders
<b>Parking in Pay &amp; Display bays or on Waiting Restrictions</b>
Both Green Badge holders responded that they rarely use parking other than Green Badge spaces
2 Blue Badge holders responded that they frequently use parking other than Blue Badge spaces
3 Blue Badge holders did not respond to this question or stated it was not applicable
<b>Disabled Persons Parking Spaces (Scotland) Act 2009 – effect on Green Badge scheme</b>
1 Green Badge holder thinks the scheme should be retained due to the effort involved in setting it up.
1 Green Badge holder thinks the scheme should be retained until a 3 year period has passed after existing Blue Badge spaces are lined in compliance with the Act.
3 Blue Badge holders think the Green Badge spaces should be converted to Blue Badge spaces in compliance with the new Act. 1 respondent also stated that bays should be rigorously enforced to ensure their legitimate use and availability for Blue Badge holders.
2 Blue Badge holders did not respond to this question or stated it was not applicable
<b>Equality Act 2010 – effect on Green Badge scheme</b>
1 Green Badge holder does not think there will be a serious challenge to the scheme under this Act.
1 Green Badge holder does not think there is discrimination under the Act, as the use of Green Badge spaces frees up Blue Badge spaces
1 Blue Badge holder felt the Green Badge spaces should be discontinued and converted to Blue Badge spaces in compliance and also stated that bays should be rigorously enforced to ensure their legitimate use and availability for Blue Badge holders.
1 Blue Badge holder was unsure how the Equality Act should affect the Green Badge scheme
3 Blue Badge holders did not respond to the question

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## ABERDEEN CITY COUNCIL

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COMMITTEE	Enterprise, Planning & Infrastructure
DATE	29 August 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Roads Winter Service Plan 2013 - 14
REPORT NUMBER:	EPI/13/140

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### 1. PURPOSE OF REPORT

This report is intended to present Members with the proposed Winter Service Plan and to explain significant changes.

### 2. RECOMMENDATION(S)

It is recommended that the Committee

- a) note the content of this report
- b) approve the "Roads Winter Service Plan" for 2013 – 2014. Appendix A, The Roads Winter Service Plan will be sent to Councillors electronically

### 3. FINANCIAL IMPLICATIONS

Expenditure will be in accordance with the Council's approved Revenue budgets for Winter Maintenance and Emergencies 2013-2014 of £1.977M. It should be noted that the expenditure for the previous three winters has been £1.986M in 2012-13, £2.12M in 2011-12 and £2.08M in 2010-2011.

Salt which is purchased through Scotland Excel procurement has increased this year from £30.27 per tonne to £31.18 per tonne. In an average winter 19,000 tonnes of salt may be used, so this will potentially increase costs by £17,500 during this financial year.

### 4. SERVICE & COMMUNITY IMPACT

This report has no direct implications in relation to Equalities & Human Rights Impact Assessment.

## Council Policy Statements

'Aberdeen – The Smarter City' identifies as a high priority that the Council will provide and promote a sustainable transport system, including cycling, which reduces our carbon emissions.

Winter treatment priority is given to bus routes to encourage the use of public transport.

### 5. OTHER IMPLICATIONS

Failure to have a robust "Roads Winter Service Plan" will leave the Council more vulnerable to 3<sup>rd</sup> party insurance claims.

### 6. REPORT

Aberdeen City Council, Roads Winter Service Plan has evolved over many years and is amended to reflect both national and local requirements.

This year's amendments have been made to reflect: the following –

a) Well Maintained Highways, Code of Practice for Highway Maintenance Management

This document gives general guidance to Roads Authorities on all aspects of Road Maintenance. Appendix H of the Code of Practice deals specifically with Winter Service Issues. While a draft revised version of Appendix H, is available this has not yet been finalised. Elements of this guidance may be implemented this winter season if appropriate.

b) Salt Usage and Stocks

In keeping with priority based budgeting and the service's asset management plan, the storage facilities for salt have been rationalised to a new site at Bucksburn. This provides storage capacity of 12,000T close to the city. While levels are less than we would have stored collectively at the two sites at Park Road and Garlogie the new facility stock level is considerably greater than the guidance pre-season stock of 3,500T.

The Roads Service has entered into dialogue with the approved salt supplier to advise that our delivery demand for the coming year will follow a different pattern to previous years. During both the winters of 09/10 and 10/11 salt demand outstripped supply on a national basis. In both winters, Aberdeen managed to control

salt usage by starting the winter season with a healthy salt stock and by introducing salt resilience operations at an early stage in order to manage stocks. This practice will be continued and it is intended to have a stock of 12,000T in place before the onset of winter with regular programmed top-up deliveries.

<u>Year</u>	<u>Starting Tonnage</u>	<u>Usage</u>
10/11	14,076	19,799
11/12	15,986	8,088
12/13	17,156	18,801

#### c) De-icing Agent

A limited trial of a chemical de-icing agent (Ecothaw) was carried out during the previous winter but we did not experience hard packed snow and ice which will be the real test of this material. There are still 12,000 litres in stock and the equipment is in place to carry out a trial this coming winter should conditions be severe enough. This de-icing agent is more effective at very low temperatures than salt and may be a useful addition to assist with winter treatment.

#### d) Grit

The general guidance for dealing with hard packed snow and ice is to use grit mixed with salt and this is included as part of the Roads Winter Service Plan. The use of grit causes problems and expense for both street sweeping and gully emptying. While stocks of grit will continue to be held, they will only be used in extreme conditions given the consequences following application.

De-icing agents, once suitably trialed, may provide a more acceptable alternative to the use of grit in very severe conditions.

#### e) Salt Bins

There are currently approximately 900 salt bins throughout the City. Every year there are demands for further boxes at new locations. Maintaining these boxes is a very labour intensive operation and to continually increase their numbers will only add to the current restocking problems. It is proposed not to issue any additional grit bins this winter but to further promote the issue of 1T bags of salt for community use.

A review of existing bins will be undertaken to ensure that they are still in an appropriate location, if not they will be removed and

reallocated to an area of high demand. Should an unused bin be removed, the local members will be advised.

f) Community Salt Bags

A scheme was introduced to issue 1Tonne bags of salt to Community groups willing to carry out self help winter treatment. There were 40 bags issued last winter to interested groups and the feedback was generally very positive. This scheme will be continued this winter but there are conditions that the bags need to be located in a secure place such as a resident's driveway as they are susceptible to theft and vandalism. The location also needs to be accessible to the Council delivery lorry. These bags hold a far greater quantity of salt than a salt bin, will therefore last longer and are relatively quick to replenish. While it is appropriate to encourage self help during severe winter weather, current staffing levels mean that it would not be possible to implement and manage a more formal scheme of equipment issue so it is proposed that this scheme remains limited to the issue of salt only.

f) Vehicles and Plant

It has been practice for several years now for Fleet Services to purchase second hand lorry chassis (approx 6 years old) with refurbished gritter bodies. This has proved to be the most cost effective option. For this coming Winter 5 No. of these vehicles will be purchased, 4 x 18 Tonne, 1 x 26 Tonne.

One of the 18 Tonne vehicles will have a spray bar fitted which will give us an option in relation to the application of de-icer during hard packed snow or icy conditions.

A further 18 Tonne vehicles has been fitted with a quick change body allowing it to be changed, as and when required, from its main function as a gully tanker to a gritter . This dual function is part of the Priority Based Budget saving by making more efficient use of vehicles.

In addition to the above, 4 No. de-mountable gritter boxes will be replaced with new units.

The above shows a considerable ongoing investment in the winter fleet which will continue to bring the average age of the vehicles down. Future investment will ensure that the fleet is brought up to date thus increasing reliability.



#### g) Service Provision Over Festive Period

Service provision over the festive period will remain at the same level as in previous years. The specific details are shown below.

DAY	STATUS	SERVICE AVAILABLE
Mon 23 Dec	Normal Day	Full Service
Tues 24 Dec	Normal Day	Full Service
Wed 25 Dec	Public Holiday	Standby + Nightshift
Thurs 26 Dec	Public Holiday	Standby + Nightshift
Fri 27 Dec	Normal Day	Standby+Early Morning+Nightshift
Sat 28 Dec	Week End	Standby + Nightshift
Sun 29 Dec	Week End	Standby + Nightshift
Mon 30 Dec	Normal Day	Standby+Early Morning+Nightshift
Tues 31 Dec	Public Holiday	Standby + Nightshift
Wed 1 Jan	Public Holiday	Standby + Nightshift
Thurs 2 Jan	Public Holiday	Standby + Nightshift
Fri 3 Jan	Normal Day	Full Service

Standby consists of sufficient staff to operate the 10 Priority 1 carriageway routes and 2 Priority footpath gritter routes for up to a 10 hour service during the period 05:45 to 19:00 and can be utilized in different ways depending on the prevailing weather conditions.

Nightshift provides cover from 7.00 pm until 6.00 am to the main arterial routes through the City. This operation does not include any operations within the housing estates. The exception to this is in an emergency situation.

Early Morning shift provides a treatment of the 10 Priority 1 carriageway routes and 2 Priority footpath gritter routes if necessary at 04:45 and this shift will continue working until the end of the normal working day at 15:45

#### h) Public Information

An information section for Winter Operations was introduced to the Council's web site 3 years ago. This provided information on gritter routes and live information on operations on the main routes. Prior to last winter a further section was added advising of weather and road conditions.

A total of 5,778 contacts were made to this service. This is approximately 4,000 higher than the previous winter and is a likely reflection on the greater severity of the winter. Analysis of the use of the website indicates a higher level of contact during severe weather.

i) City Voice Questionnaire

The last survey using the City Voice network was undertaken in 2012 It is intended to resume this following the 2013 – 14 winter, to gauge public opinion on the service provided and to feed into the development of the plan in 2014-15

7. BACKGROUND PAPERS

Bulletin “Winter Maintenance Operations 2012 -2013” 21<sup>st</sup> May 2013

<http://councilcommittees/mgConvert2PDF.aspx?ID=26244>

8. REPORT AUTHOR DETAILS

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**ENTERPRISE, PLANNING AND INFRASTRUCTURE - COMMITTEE BUSINESS – 29 AUGUST, 2013**

Please note that this statement contains a note of every report which has been instructed for submission to this Committee. All other actions which have been instructed by the Committee are not included, as they are deemed to be operational matters after the point of committee decision. This statement does not include reports which are required by the Committee as part of the statutory process for traffic regulation orders as these are recorded separately by officers in Enterprise, Planning and Infrastructure.

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
1.	Enterprise, Planning and Infrastructure Committee 26.11.09 (article 18)	<p><b><u>Berryden Corridor – Transport Infrastructure Improvements</u></b></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>Funding for the delivery of Phase 1 of the Berryden Corridor is now included in the Non-Housing Capital programme for 2013/14 to 2017/18. Updates on key milestones and delivery will be included in future ‘Strategic and Local Transport Projects Update’ reports.</p> <p>The Committee agreed on 6<sup>th</sup> November 2012 that this item was to remain on the Committee Business Statement.</p> <p><b>Key milestones for Phase 1 included in the Strategic and Local Transport Projects update to August 2013 Committee</b></p>	Maggie Bochel		
2.	Enterprise, Planning and Infrastructure Committee 26.11.10 (article 19)	<p><b><u>(1) Access from the North – An Integrated Transport Solution -</u></b>  <b><u>(2) Access from the North Proposals “Third Don Crossing”</u></b></p> <p>The Committee resolved, amongst other things to request</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 basis on progress of the whole programme, with separate reporting should individual elements require further</p>	Maggie Bochel		

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	<p>Enterprise, Planning and Infrastructure Committee 18.01.11 (article 25)</p>	<p>a regular report back on progress in these matters, including the development of a Delivery Programme.</p> <p>the Committee resolved to-</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</p>	<p>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.</p> <p>The Council at its meeting on 6<sup>th</sup> March 2013 agreed:-</p> <p>(i) to progress construction of the Access from the North proposals (Third Don Crossing) on a "works only" approach outwith the arrangements for the Aberdeen Western Peripheral Route/Balmedie to Tippetty (AWPR/B-T);</p> <p>(ii) to progress construction of the A96 Park and Choose/Dyce Drive Link Road on a "works only" approach outwith the arrangements for the AWPR/B-T;</p> <p>(iii) to take all necessary actions to progress the projects including discussing budget provision with appropriate officers;</p> <p>(iv) to request the Council Leader to invite the Deputy First Minister and Cabinet Secretary for Infrastructure Investment and Cities to</p>			

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
	Enterprise, Planning and Infrastructure Committee 06.11.12 (article 37)	sources of funding.  The Committee on 6 November 2012 agreed that this item was to remain on the Committee Business Statement.	Aberdeen to meet him, elected members representing Tillydrone, Seaton and Old Aberdeen and residents of Tillydrone to discuss matters of mutual interest including the building of a Third Don Crossing; and  (v) to instruct officers to report to each meeting of the Enterprise, Planning and Infrastructure Committee on progress in delivering the project.  (vi) <b>An update is included in the strategic and local transportation projects update report on the agenda.</b>			
3.	Enterprise, Planning and Infrastructure 15.03.11 (article 4)	<b><u>Parking Charges/Emissions-based Permit System</u></b>  The Committee resolved, amongst other things, in relation to recommendations from the Controlled Areas Parking Working Group - (i) to agree that a review of parking charges and entitlement set by other Council services be undertaken and reported to the Enterprise,	This will form part of a wider report on city parking charges (see item 25 below), to be submitted in November, 2013	Hugh Murdoch/ Maggie Bochel	<b>13.09.11</b>	12.11.13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
		<p>Planning and Infrastructure Committee for consideration and possible revision; and to request officers to submit a detailed report on the 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>(ii)</p>				
4.	Enterprise, Planning and Infrastructure 13.09.11 (article 24)	<p><b>South Aberdeen Coastal Regeneration Project (SACRP) – Programme Developments</b></p> <p>The Committee resolved, amongst other things, to receive a report in the April/May 2012 cycle, linking coastal regeneration initiatives into the mainstream development of climate change adaptation strategies and flood risk management.</p>	<p>The Aberdeen Coastal Regeneration Project can only be progressed as part of the mainstream development of climate change adaptation strategies and flood risk management, if EP&amp;I's Sustainable Development and Infrastructure teams are able to commit sufficient resources to address this issue. For the moment, these resources are not available. A report will be brought back to Committee as soon as these resources become available.</p>	Gordon McIntosh	<b>21.05.12</b>	



<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
5.	Enterprise, Planning and Infrastructure 13.09.11 (article 41)	<u>Green Badge Scheme</u> The Committee resolved to instruct officers to review the possible impact of Blue Badge reform on the City Council's Green Badge scheme and to report back to a future meeting of the Committee following consultation with interested parties.	The proposals were reported to the last Disability Advisory Group meeting where a decision was made to send out a questionnaire and report back its results to the 3 <sup>rd</sup> June meeting. A report will be submitted to the August committee. <b>A report relating to this is included within the agenda.</b>	Hugh Murdoch	<b>31.01.12</b>	29.08.13
6.	Housing and Environment 22.05.12 (article 10)	<u>Housing Car Parking – Permit And Enforcement Consultation Results</u> The Housing and Environment Committee agreed, amongst other things, to defer recommendation (d) pending a committee report on parking and a broader report on parking policy which will incorporate the Housing Revenue Account and parking that the Enterprise, Planning and Infrastructure Service is responsible for.	This report requires considerable discussions with officers within Housing. This report is likely to be reported back to the November committee.	Hugh Murdoch  Donald Urquhart	<b>6.11.12</b>	12.11.13
7.	Enterprise, Planning and Infrastructure 11.09.12 (article 20)	<u>Management of Events in Parks and Open Spaces</u> The Committee agreed to request that officers report back to the appropriate Committee on	A report has previously been agreed by EP&I Committee on 15 March 2011 setting out a procedure for the potential use of the Park and Ride sites for events. Charges for such events were	Maggie Bochel	<b>22.01.13</b>	21.05.13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
		how future events of the type described are to be managed in Park and Ride sites.	subsequently agreed by F&R Committee.  <b>This is included in the strategic and local transportation projects update report on the agenda.</b>			
8.	Enterprise, Planning and Infrastructure 11.09.12 (article 23)	<b><u>Aberdeen The Smarter City: A Strategy for 2020</u></b>  The Committee agreed to instruct officers to report back to the Committee in August 2013 with the strategy and implementation plan for approval.	Project initiation documents including project brief have been developed.  Officers within EP&I are currently investigating funding and resource options for strategy development including scoping external delivery partners.  Unlikely to be at a stage to report full strategy to Committee in August. Anticipated to be able to report in first quarter of 2014.	Maggie Bochel	29.08.13	13.03.14
9.	Enterprise, Planning and Infrastructure 31.05.12 (article 31)	<b><u>Bridge of Don Park and Ride</u></b>  The Committee resolved, amongst other things, to:- (i) instruct the Director of Enterprise, Planning and Infrastructure to bring a further report to the Enterprise, Planning and Infrastructure Committee reporting on any potential conflict between the	Following the anticipated summer 2013 Council decision on the outcomes of tendering process for a development partner for the AECC, the issue of the Park and Ride facility at Bridge of Don will be reviewed and reported back to this committee.  <b>Reporting back on this item is subject to the decision of Council on the outcomes of the</b>	Maggie Bochel	<b>06.11.12</b>	<b>21.01.14</b>

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
		<p>Development Framework and the preferred option for a permanent site for the Bridge of Don Park and Ride;</p> <p>(ii) agree that in the interim the current site continue as a temporary Park and Ride location; and</p> <p>(iii) request that the Director of Enterprise, Planning and Infrastructure further discuss all possible site opportunities and provide a detailed report back on all options to a future meeting of the Enterprise, Planning and Infrastructure Committee.</p>	<p><b>AEEC tendering process, The impacts on Bridge of Don Park and Ride would then be reported back to this Committee early in 2014.</b></p>			
10.	Enterprise, Planning and Infrastructure 11.09.12 (article 26)	<p><b><u>Shared Pathway - (A96/Old Meldrum Road/ Mugiemoss Road, Aberdeen) Dubford/Greenbrae Area.</u></b></p> <p>The Committee agreed that officers be instructed to report back in two years time on how these Traffic Orders have progressed.</p>		Hugh Murdoch	September 2014	
11.	Enterprise, Planning and Infrastructure 11.09.12	<p><b><u>Extension of Pay by Phone Parking</u></b></p> <p>The Committee agreed to</p>		Hugh Murdoch	<b>22.01.13</b>	<b>12.11.13</b>

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
	(article 29)	instruct officers to report back on the feasibility of paying parking charges by credit/debit cards at parking machines.				
12.	Enterprise, Planning and Infrastructure 11.09.12 (article 38)	<p><b>Bus Shelter Advertising Contract</b></p> <p>The Committee agreed:-</p> <p>(1) to instruct officers to enter negotiations with Clear Channel with the aim of agreeing a reduced term for the Bus Shelter Advertising Contract; and</p> <p>(2) to instruct officers to report back on the outcome of the above negotiations and with a plan for retendering the Contract and Variation.</p>	As noted previously, the Legal team is still dealing with this matter. It is likely that we will not be successful in reducing the contract length, however a clearer update will be provided on this in due course. Given that the contract end date is 2016, officers estimate the tender process will take approximately 2 years, which in itself results in difficulties in reducing contract length. Over Summer officers will commence preparatory work, with the aim of commencing tender procedures early 2014 and a report to Committee will be prepared for November 2013 requesting permission to commence tender procedures.	Maggie Bochel	<b>22.01.13</b>	12.11.13
13.	Enterprise, Planning and Infrastructure 11.09.12 (article 4)	<p><b>Speed Limit Review</b></p> <p>The Committee agreed:-</p> <p>(1) to report back on the feasibility and costs for converting existing 20's Plenty Zone speed limits to mandatory 20mph</p>	The survey work required for this review is still ongoing and it is expected that a report will be going back to the August committee.  <b>A report relating to this is included within the agenda.</b>	Hugh Murdoch	<b>22.01.13</b>	29.08.13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
		<p>(2) speed limits; and to report back on reducing the speed limit on (1) the A944 city boundary at Westhill to Hazlehead from 50mph to 40mph, including the possible introduction of fixed speed cameras for enforcement and all costings associated with the proposal, consulting with Aberdeenshire Council in the production of this report; and (2) Skene Road from 50mph to 40mph as a result of the West Huxterstone, Kingswells development, including all associated costings.</p>				
14.	Enterprise, Planning and Infrastructure 06.11.12 (article 2)	<p><b><u>Masterplanning Representations to Committee</u></b></p> <p>To instruct officers to develop a protocol for hearing representations as part of the masterplanning process, and to report back.</p>	<p>Discussions are ongoing with Corporate Governance on protocol. Report expected 21.05.13 due to current workload in masterplanning.</p> <p>As there is a statutory process in place which involves significant public engagement and scrutiny by an independent third party for agreeing the Local Development Plan and all associated supplementary guidance (including</p>	Maggie Bochel	<b>19.03.13</b>	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
			<p>masterplans), it is recommended that deputations on masterplans are not permitted, as is currently the case with planning applications. This will be looked at by the Democratic Processes Working Group, which will report its outcomes to the June meeting of Council.</p> <p><b>This will be included in the report to Council on 21 August 2013 on new Committee structures.</b></p>			
15.	Housing and Environment 15.01.13	<p><b>Crematorium Bus Service</b></p> <p>The Committee agreed the implementation of a subsidised bus service between Aberdeen Royal Infirmary and Aberdeen Crematorium for one year, as detailed in the report subject to approval during the budget process and that officers to report back to the Enterprise, Planning and Infrastructure Committee on the level of use and performance of the service.</p>	<p>Service will commence on Monday 1<sup>st</sup> April 2013, as service 94 operating from ARI to Aberdeen Crematorium via Woodend Terminus between 09:00AM and 16:34PM, Monday to Friday, operated by Central Coaches Aberdeen.</p> <p>The service has now commenced. Officers will continue to monitor the service and will, as advised, report back to Committee in January 2014.</p>	Maggie Bochel	21.01.14	21.01.14
16.	Enterprise, Planning and Infrastructure 22.01.13	<p><b>Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development</b></p>	<p>The Committee at their meeting on 21<sup>st</sup> May 2013 agreed for officers in Planning and Sustainable Development to consult on the</p>	Maggie Bochel	<b>21.05.13</b>	<b>12.11.13</b>

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
	(article 18)	<p>The Committee agreed for officers in Planning and Sustainable Development to consult on proposals to amend the commuted payment and report back to this Committee with the results of this consultation with a proposed figure or method of calculation to be agreed.</p>	<p>proposed amendment to the methodology for calculating commuted payments. Results of the consultation will be reported back to the 29 August Enterprise Planning and Infrastructure Committee.</p> <p><b>During the consultation, Homes for Scotland expressed their concern about the length of the consultation period during the holiday period. To allow for stakeholders to give proper consideration of the proposal and prepare valuable responses it has been agreed that the consultation period is extended to 6 September. A report with the results of the consultation will be prepared for Enterprise, Planning &amp; Infrastructure Committee on 12 November.</b></p>			
17.	Enterprise, Planning and Infrastructure 22.01.13 (article 26)	<p><b>Garthdee Controlled Parking Zone Extension</b></p> <p>The Committee agreed to instruct officers to monitor the parking impact in the area following the opening of the expanded Robert Gordon University campus and report findings to the Committee with further recommendations</p>	<p>The new campus will not be fully operational until September 2013 when officers will commence to monitor any parking problems in the surrounding streets. Discussions are ongoing with the University over the required changes to the legal agreement due to the committee decision.</p>	Hugh Murdoch	<b>21.05.13</b>	12.11.13

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
		pertaining to the implementation of the Controlled Parking Zone.				
18.	Enterprise, Planning and Infrastructure 22.01.13 (article 31)	<b><u>Aberdeen Renewable Energy Group</u></b> The Committee agreed to instruct officers to obtain a business plan from AREG for the 2013-2018 periods to form the basis of an annual funding and reporting arrangement and report this plan to Committee by September, 2013. This report should also include a detailed analysis of current and future State Aid and procurement issues, to be undertaken by the Council's Legal Services, in consultation with the Scottish State Aid Unit and the Service.	<b>The AREG Business Plan will be finalised for reporting to the November meeting.</b>	Maggie Bochel	29.08.13	12.11.13
19.	Enterprise, Planning and Infrastructure 22.01.13 (article 15)	<b><u>2012 International Trade Plan Survey – Presentation</u></b> The Committee agreed to receive a presentation in relation to the 2012 International Trade Plan Survey.	An update on this was included in the information bulletin for the meeting on 21 <sup>st</sup> May 2013.	Gordon McIntosh	<b>19.03.13</b>	
20.	Enterprise, Planning and Infrastructure 19.03.13 (article 22)	<b><u>Internal Waste Minimisation</u></b> The Committee agreed to instruct officers to establish a plan of waste minimisation		Maggie Bochel	29.08.13	12.11.13



<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
		actions in 2013 and report back to Committee with an annual review of corporate waste measures.				
21.	Enterprise, Planning and Infrastructure 19.03.13 (article 23)	<b><u>Review of the Aberdeen Local Development Plan</u></b>  The Committee agreed to instruct officers to report back to Committee later this year with the draft Main Issues report.		Maggie Bochel	12.11.13	
22.	Enterprise, Planning and Infrastructure 19.03.13 (article 25)	<b><u>SUMP (Sustainable Urban Mobility Plan)</u></b>  The Committee agreed that officers should undertake public consultation on the SUMP alongside the Aberdeen Local Development Plan pre-Main Issues Report consultation exercise on Options 1-3 and report the results of this consultation back to Committee in due course.		Maggie Bochel	29.08.13	<b>21.01.14</b>
23.	Enterprise, Planning and Infrastructure 19.03.13 (article 33)	<b><u>Parking Charges</u></b>  The Committee agreed to instruct the Director of Enterprise, Planning and Infrastructure to carry out a complete reappraisal of parking charges in the city taking into		Hugh Murdoch	12.11.13	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
		consideration our Smarter City objectives and that a report be brought to the Enterprise, Planning and Infrastructure Committee on 12 <sup>th</sup> November 2013.				
24.	Enterprise, and Infrastructure 21.05.13 (article 5)	<b>Hill of Rubislaw Area - Controlled Parking Zone</b>  The Committee agreed to instruct officers to submit a report on the possibility of introducing a controlled parking zone in the Hill of Rubislaw area.	<b>A report relating to this is included within the agenda</b>	Hugh Murdoch	12.11.13	
25.	Enterprise, and Infrastructure 21.05.13 (article 14)	<b>Electric Vehicle Charging</b>  The Committee agreed to make electric vehicle charging free to the public, initially until the end of 2014, and to review this position in March 2014, when usage and costs to date will be reported back to the Committee.		Maggie Bochel	13.03.14	<b>03.06.14</b>
26.	Enterprise, and Infrastructure 21.05.13 (article 23)	<b>Winter Services Plan</b>  The Committee agreed to report back to Committee in August, 2013 with the updated Winter Services Plan.	<b>A report relating to this is included within the agenda</b>	Hugh Murdoch	29.08.13	

ENTERPRISE, PLANNING AND INFRASTRUCTURE

MOTIONS LIST – 21<sup>st</sup> May 2013

<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>Notice of Motion by Councillor Delaney</u></p> <p>“That this Council:-</p> <ol style="list-style-type: none"> <li>1. Deplores First Aberdeen’s decision to terminate the Park &amp; Ride service from Kingswells at Aberdeen Royal Infirmary.</li> <li>2. Instructs officers to seek a meeting with First Aberdeen to emphasise the need for effective Park &amp; Ride services in order to reduce congestion caused by commuter traffic and their role in achieving this.</li> <li>3. Instructs the Chief Executive to seek a meeting with the Transport Minister and Group Leaders to discuss recent reductions in bus frequencies across the city and First Aberdeen’s failure to deliver on local and national transportation policies in</li> </ol>	22.08.12	<p><u>Enterprise, Planning and Infrastructure 11.09.12</u></p> <p>The Committee agreed That this Council (1) regrets First Aberdeen’s decision to terminate the Park &amp; Ride service from Kingswells at Aberdeen Royal Infirmary; (2) instructs officers to seek a meeting with First Aberdeen to emphasise the need for effective Park &amp; Ride services in order to reduce congestion caused by commuter traffic and their role in achieving this; and (3) instructs the Chief Executive to seek a meeting with the Transport Minister and Group Leaders to discuss recent reductions in bus frequencies across the city.</p>	<p>Park &amp; Ride services have been reviewed and are being changed by First Aberdeen in February 2013. Further detail will be forwarded to members through a bus service change briefing note.</p> <p>A letter was sent to the Transport Minister inviting him to meet with Group Leaders.</p> <p>The Committee at its meeting of 19<sup>th</sup> March 2013 agreed that officers be instructed to write a further letter to the Transport Minister and invite a response to the previous letter.</p> <p><b>A response was issued from the Transport Minister on 27<sup>th</sup> March 2013, and for this reason a further invitation has not been issued. In his letter (attached) the minister has declined the invitation to meet with Group leaders, on the basis that the provision of local bus services is a matter for local</b></p>	Planning & Sustainable Development	06.11.12	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>
	Aberdeen."			<b>transport authorities.</b>			
2.	<p><u>Notice of Motion by Councillor Thomson</u></p> <p>"Enterprise, Planning and Infrastructure Committee welcomes the United Kingdom Government's decision to award Aberdeen a share of the £50 million Super Connected Cities funding which will hugely improve broadband speeds and 4G wifi coverage across the city. Committee recognises that this decision shows the UK Government's recognition of Aberdeen as the UK's economic power house and as a global energy hub. Committee also recognises that the provision of superfast broadband will boost business confidence in the North East, secure jobs, secure investment and ensure new</p>	EP&I - 06.12.12	<p><u>Enterprise, Planning and Infrastructure 06.11.12</u></p> <p>To request that officers be instructed to submit a report to the next meeting of the Committee on this matter.</p>	<p>Officers are working with the Department of Culture, Media and Sport in order to finalise the funding package. Due to the UK government being unable to achieve an umbrella State Aid approval for all cities who were successful in the Super Connected Cities Programme, cities have been asked to alter their bids in order to ensure they are eligible for the funding by 21 May 2013. Officers are working to secure the £6.5 million whilst ensuring the delivery of the Accelerate Aberdeen programme.</p> <p>In addition to this, a survey has been sent to all Aberdeen City premises including Westhill to access the broadband capability across the city. The survey started on 29 April 2013 and closes on 30 May 2013. The results of this survey are integral to ensuring the robustness in delivering the Accelerate Aberdeen programme.</p>	Economic & Business Development	22.01.13	No

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	<p>business growth. Committee further notes that the UK Government's decision is further evidence of how Aberdeen benefits from being part of a strong United Kingdom. Committee instructs officers to bring forward a report to the next meeting of E,P&amp;I noting the benefits to Aberdeen having superfast broadband."</p>						
3.	<p><u>Notice of Motion by Councillor Boulton</u></p> <p>"That the Council agrees to write to Keith Brown the Transport Minister requesting a meeting with him and Council Leaders on bringing forward as a matter of urgency the Haudagain improvement. Mr Brown will surely appreciate the problems faced by commuters on a daily basis having been delayed at the Haudagain himself and realise that the people of</p>	19.12.12	<p><u>Council – 19.12.12</u></p> <p>(i) to instruct officers to write to Keith Brown requesting a meeting with him and Council Leaders regarding the Haudagain improvement; and</p> <p>(ii) to refer the motion to the Enterprise, Planning and Infrastructure Committee.</p>	<p>A letter was sent to Keith Brown, Transport Minister regarding the Haudagain improvements.</p> <p>The Committee at its meeting of 21 May 2103 agreed that officers be instructed to write a further letter to the Transport Minister and invite a response to the previous letter.</p> <p><b>A further letter was issued to the Transport Minister.</b></p>	Planning & Sustainable Development	22.01.13	No

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	Aberdeen should not have to wait until 2019. Immediate improvements would allow the long awaited regeneration of Middlefield to begin."						
4.	<p><u>Notice of Motion by Councillor Malone</u></p> <p>"In view of the recent decision to begin the statutory consultation process to reduce the speed limit from the Kingswells roundabout to blacktop from 60mph to 40mph, that officers be instructed to report on the implications for this for the neighbouring rural network including Countesswells Road, Kirk Brae and Baillieswells Road, on the need to ensure consistency of speed limits in the area, instruct the Director of Corporate Governance and Head of Finance to identify an appropriate budget from which to fund any works</p>	19.12.12	<p><u>Enterprise, Planning and Infrastructure 22.01.13</u></p> <p>To adopt the motion and that a report be submitted exploring the potential for installation of speed reduction signs in the areas referred to, and that this include all associated financial implications.</p>	The Committee at its meeting on 21 May 2013 agreed to defer consideration of this item until the next meeting of the Committee in Councillor Malone's absence.	Asset Management & Operations	29.08.13	<p><b>YES,</b>  <b>Subject to the report recommendations being approved</b></p>

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5.	<p>which officers may propose”</p> <p><u>Notice of Motion by Councillor Greig</u></p> <p>“That the Council recognises and appreciated the key role that micro, small and medium sized local businesses, including shops and single traders in Aberdeen, as economic generators which play a major part in determining and enhancing the quality of life across the city. That this Council undertakes a broad-ranging review to identify specific ways that the Council and its partners can work together to support and foster micro, small and medium sized business activity.</p> <p>To this end, that the Council carries out a consultation exercise to enable micro, small and medium sized business people to have their say</p>	22.01.13	<p><u>Enterprise, Planning and Infrastructure 19.03.13</u></p> <p>The Committee agreed that officers be instructed to submit a report on the terms of the motion to the next meeting of the Committee.</p>	A report will be submitted to the August meeting.	Economic and Business Development	21.05.13	No

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	in identifying specific suggestions and proposals; and that a report is produced with recommendations for action.”						
6.	<u>Notice of Motion by Councillor Thomson</u> “Where trees fall into either TPO or Conservation area category and an application for removal has been submitted by private individuals, enhanced neighbour notification and consultation should be put in place.  Before any work is carried out neighbours should be notified either in person or in writing, local public notices should be displayed and ward councillors should be given advance notice.”	06.03.13	<u>Enterprise, Planning and Infrastructure 19.03.13</u>  The Committee agreed that officers be instructed to submit a report on the terms of the motion to the next meeting of the Committee.	The Committee at its meeting on 21 May 2013 agreed to:- (i) instruct officers to undertake a six month trial period of notifying neighbours when an application is submitted by private individuals for tree removal which falls within either a TPO or Conversation area category by placing a notice on the nearest lamppost; and (ii) to monitor the workload impact of this initiative, as well as the number of representations received, and to report back to the Committee following the trial period.	Planning & Sustainable Development	21.01.14	No
7.	<u>Notice of Joint Motion by Councillors Kiddie and Cormie</u>	01.05.13	<u>Enterprise, Planning and Infrastructure 21.05.13</u>		Asset Management & Operations	29.08.13	<b>YES, Subject to the report</b>



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	<p>"In view of recent tragedies, that Council consults the NHS, Police Scotland - Aberdeen City Division and the Samaritans and calls for a report thereafter on possible measures to prevent access to the parapet of Union Bridge, which may involve placing decorative spikes, which would in turn require consultation with Historic Scotland given the bridge's listed status."</p>		<p>The Committee agreed to instruct officers to submit a full report to the next meeting on the terms of the motion, and to include reference to the measures which have been taken by other local authorities with similar issues.</p>				<p>recommen- dations being approved</p>
8.	<p><u>Notice of Motion by Councillor Malone</u></p> <p>"In view of the recent floods experienced by many households throughout the city, I request that we follow the good practice of other local authorities by supplying affected households with appropriate floor guards that should have a useable life of around</p>	<p>EP&amp;I 21.05.13</p>	<p><u>Enterprise, Planning and Infrastructure 21.05.13</u></p> <p>The Committee agreed to suspend Standing Order 21(4) on the basis that Councillor Malone had indicated that she did not wish the motion to be deferred in her absence, and to instruct officers to submit a report on the terms of the motion to the next meeting of the Committee.</p>		<p>Asset Management &amp; Operations</p>	<p>29.08.13</p>	<p><b>YES,</b> <b>Subject to the report recommendations being approved</b></p>

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	15-25 years, instead of sandbags. I recognise that this would mean a change in policy, therefore I would request that officers report back to the appropriate committee with a report comparing the labour costs etc"						

Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

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