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

Town House,
ABERDEEN 04 November 2013

ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE

The Members of the **ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE** are requested to meet in Committee Room 2 - Town House on **TUESDAY, 12 NOVEMBER 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

3.1 Minute of Previous Meeting of 29 August 2013 (Pages 1 - 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 (Pages 21 - 22)

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.

5 FINANCE AND SERVICE ISSUES

5.1 Capital Monitoring - Infrastructure Projects (Pages 23 - 28)

5.2 2013-14 Revenue Budget Monitoring (Pages 29 - 38)

5.3 Arms Length External Organisations - Governance Arrangements (to follow)

6 ENTERPRISE

6.1 European Projects Update Report (Pages 39 - 42)

6.2 Offshore Europe 2013 Feedback and Offshore Europe 2015 (Pages 43 - 48)

6.3 Twinning and International Partnerships (Pages 49 - 60)

6.4 Strategic Hydrogen Programme (Pages 61 - 70)

7 PLANNING AND SUSTAINABLE DEVELOPMENT

7.1 Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development (Pages 71 - 154)

7.2 Aberdeen Local Development Plan - Main Issues (Pages 155 - 250)

7.3 Supplementary Guidance: Serviced Apartments (Pages 251 - 258)

- 7.4 Strategic and Local Transport Projects Update Report (Pages 259 - 286)
- 7.5 Environmental Noise Mapping and Action Planning (Pages 287 - 294)
- 7.6 Marine Scotland Consultations (Pages 295 - 328)
- 7.7 Internal Waste Minimisation Plan (Pages 329 - 354)
- 7.8 Persley Den (Woodside) Masterplan (Pages 355 - 380)
- 7.9 Berryden (Broadfold Works) Development (to follow)

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 381 - 404)

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

- 8.2 Traffic Orders at the Final Stage (Pages 405 - 428)

OTHER INFRASTRUCTURE, ROADS AND PARKING ISSUES

- 8.3 Obstructions - Commercial Waste Bins (Pages 429 - 434)
- 8.4 Roads Winter Service Plan 2013-14 (Pages 435 - 440)
- 8.5 Review of Parking Charges (Pages 441 - 478)
- 8.6 Parades/Marches Operating and Charging Policy (Pages 479 - 488)

9 COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST

- 9.1 Committee Business Statement (Pages 489 - 504)
- 9.2 Motions List (Pages 505 - 510)

10 ITEMS WHICH THE COMMITTEE MAY WISH TO CONSIDER IN PRIVATE

10.1 City Events Programme 2014 -2015 (Pages 511 - 526)

10.2 Redesign of Road Operations - Business Case (Pages 527 - 562)

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Should you require any further information about this agenda, please contact Mark Masson,
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ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

ABERDEEN, 29 August 2013. Minute of Meeting of the ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE. Present:- Councillor Crockett, Convener; Councillor Taylor, Vice-Convener; and Councillors Boulton, Finlayson, Jaffrey, Kiddie (as substitute for Councillor Corall), Laing (as substitute for Councillor Allan), May (as substitute for Councillor Cormie), MacGregor, McCaig, Milne, Jean Morrison MBE, Thomson, Young and Yuill.

Also in attendance:- Councillor Delaney (for article 27) and Jennifer Stewart (for articles 27 and 28).

The agenda and reports associated with this minute can be found at:-
<http://councilcommittees/ieListDocuments.aspx?CId=140&MId=2896&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.

ANNOUNCEMENT BY THE CONVENER

1. In terms of Standing Order 9(2), the Convener advised that there was an additional item which required Committee approval as a matter of urgency, and that it was his intention to consider this with the press and public excluded from the meeting.

REQUEST FOR DEPUTATION

2. In terms of Standing Order 10, the Committee had before it a request for a deputation from Derek Williams and Alison Davies on behalf of Aberdeen Cycle Forum relating to item 8.10 (Roads Winter Service Plan) on the agenda.

The Convener proposed that the deputation be heard and that this item be considered earlier on the agenda.

The Committee resolved:-

to hear the deputation and to concur with the proposal.

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 32 and 33 so as to avoid disclosure of exempt information of the class described in paragraph 8 (article 32), and paragraph 6 (article 33) of Schedule 7(A) to the Act.

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MINUTE OF PREVIOUS MEETING OF 21 MAY 2013

4. The Committee had before it the minute of its previous meeting of 21 May, 2013.

The Committee resolved:-
to approve the minute.

ENVIRONMENTAL POLICY MONITORING GROUP - REFERRAL FROM THE HOUSING AND ENVIRONMENT COMMITTEE OF 27 AUGUST 2013

5. The Committee had before it, by way of a referral, a report by the Director of Enterprise, Planning and Infrastructure which had been considered by the Housing and Environment Committee at its meeting of 27 August 2013.

The report sought approval to establish an Environmental Policy Monitoring Group which would assist in overseeing and taking forward relevant cross-cutting Council environmental strategies, policies and plans.

The report recommended to the Housing and Environment Committee:-

- (a) that the Committee approve the establishment of the Monitoring Group and agree 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; and
- (b) that this report is referred to the Enterprise, Planning and Infrastructure Committee for approval.

The Housing and Environment Committee had resolved:-
to approve the recommendations and to recommend to the Enterprise, Strategic Planning and Infrastructure Committee that the Conveners of both Committees be appointed as well as one opposition member, Councillor Corall.

The Committee resolved:-

to approve the recommendation in the report and from the Housing and Environment Committee.

ROADS WINTER SERVICE PLAN 2013-14 - EPI/13/140

6. In terms of Standing Order 10(1), and as agreed at the beginning of the meeting (article 2 refers), the Committee received a deputation from Mr Derek Williams and Ms Alison Davies on behalf of Aberdeen Cycle Forum in relation to the recommendations contained within the report on the Roads Winter Service Plan 2013-14.

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Ms Davies made reference to the Howes Road route in particular, advising that this route was her cycle link to work each day. She indicated that there had been a number of crashes/accidents on the road due to ice. She explained that the lack of gritting had affected those who choose to cycle to work using this route and intimated that the Roads Winter Service Plan did not include explicit consideration of gritting for cycle routes. She requested that the Committee consider cycle routes as part of the service plan.

Mr Williams advised that cycle paths were key transport links which were relied upon for journeys which have no safe or viable alternative. He indicated that they are part of a vital city transport network which the Council has invested upon and he supported the inclusion of the main off-road cycle routes within the service plan.

Members were invited to ask questions of Ms Davies and Mr Williams and then thanked them for their contribution.

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the proposed Winter Service Plan and explained significant changes.

The report recommended:-

that the Committee –

- (a) note the content of this report; and
- (b) approve the “Roads Winter Service Plan” for 2013 – 2014. Appendix A, The Roads Winter Service Plan will be sent to Councillors electronically.

The Committee resolved:-

- (i) to note the content of the report;
- (ii) to approve the Roads Winter Service Plan for 2013-14 (Appendix A);
- (iii) to agree in principle to include in the Roads Winter Service Plan 2013-14 the scheduled gritting of Aberdeen’s main off-road cycle routes where appropriate:-
 - The Deeside Line;
 - The Westhill path (from City boundary to Hazlehead Roundabout);
 - Howes Road;
 - The Shell path;
 - The A96 path, from Great Northern Road to Aberdeen Airport;
 - Cycle paths along Stoneywood Road (section of National Cycle Network);
 - Wellington Brae to Wellington Road via Wellington Bridge (section of National Cycle Network);
 - Cove Road to Duthie Park;
 - Wellheads Drive cycle path;
 - Cycle paths along Wellington Road;
 - Don Terrace to Persley Walled Garden (section of National Cycle Network)

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- (iv) to request officers to report back to the next meeting of this Committee on how the above routes could be included and implemented within the Roads Winter Service Plan 2013-14.

NOTICE OF MOTION BY COUNCILLOR MALONE - EARLSPARK DRIVE

7. With reference to article 7 of the minute of the previous meeting of 21 May, 2013 and 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 section of Earlsparck 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 suspend Standing Order 21(4) and to defer consideration of this item until the next meeting of the Committee in Councillor Malone’s absence.

NOTICE OF MOTION BY COUNCILLOR MCCAIG – 2014 SCOTTISH GOLF OPEN

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

"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"

The Committee resolved:-

to instruct officers to submit a report to the next meeting of the Committee on the terms of the motion.

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

9. With reference to article 10 of the minute of the previous meeting of 21 May 2013, 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.

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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 Convener advised that officers had submitted an amended set of recommendations as follows:-

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 in the following locations on the following routes:-
 - C128 Kirk Brae (Route 2);
 - C127 Blacktop Road (Route 3);
 - C127 Countesswells Road (Route 4);
 - C129 Baillieswells Road (Route 5).

The Committee resolved:-

- (i) to approve the amended recommendations by officers, with the addition that officers report back to the Committee on the feasibility of installing flashing speed limit signs at C127 Blacktop Road (East to West bound); and
- (i) that officers report back to the Committee in twelve months time on the speed limits across rural roads.

MOTION BY COUNCILLOR MALONE – FLOOD MANAGEMENT – FLOOD GUARD GRANT SCHEME – EPI/13/129

10. With reference to article 8 of the minute of the previous meeting of 21 May, 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which responded to a motion raised by Councillor Malone in relation to recent floods experienced by many households throughout the city.

The report recommended:-

that the Committee -

- (a) agrees to the instigation of a grant for the provision of flood guards;
- (b) agrees 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;

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- (c) agrees 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; and
- (d) to instruct officers to monitor the take up on this provision and to report back to the committee at a future date

The Committee resolved:-

to approve the recommendations.

JOINT MOTION BY COUNCILLORS KIDDIE AND CORMIE – UNION BRIDGE – SUICIDE PREVENTION MEASURES – EPI/13/128

11. With reference to article 6 of the minute of the previous meeting of 21 May, 2013 the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which responded to a joint notice of motion by Councillors Kiddie and Cormie relating to suicide prevention measures on Union Bridge.

The report recommended:-

that the Committee -

- a) agree to instruct officers to proceed with the development of option A and to submit applications as necessary for the relevant permissions; and
- b) agree that the project be funded from the Capital Project 'City Centre Transport Infrastructure'

The Committee resolved:-

to approve the recommendations.

CAPITAL MONITORING - ENTERPRISE, PLANNING AND INFRASTRUCTURE PROJECTS - EPI/13/127

12. The Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the Head of Finance, which provided an update on the capital spend to date for the Enterprise, Planning and Infrastructure projects included within the Non-Housing Capital Programme.

The report recommended:-

that the Committee note the current position.

The Committee resolved:-

to approve the recommendation.

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2013-14 REVENUE BUDGET MONITORING – EPI/13/132

13. The Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure and the Head of Finance, which outlined the current year revenue budget performance to date along with the forecast outturns for the services which relate to the Committee and advised on any areas of risk and management action.

The report recommended:-

that the Committee -

- (a) note this report on the performance to date and the forecast outturn and the information on risks and management action that is contained herein;
- (b) instruct that officers continue to review budget performance and report on Service strategies as required to ensure a balanced budget;
- (c) instruct officers to report, in due course, on the actual outturn compared to budget following completion of the 2013/14 financial statements.

The Committee resolved:-

to approve the recommendations.

TWINNING AND INTERNATIONAL PARTNERSHIPS - EPI/13/131

14. 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.

The report recommended:-

that the Committee approve the following grants from the International Twinning Budget 2013-2014 -

- (a) £1,180 towards the visit of two curators from Gomel Museum of Military Glory to undertake learning workshops from museums in Aberdeen, 7th to 12th October 2013;
- (b) £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, 16th to 20th September 2013;
- (c) £1,590 towards the participation of a Stavanger music group in the annual 'Christmas Light Switch-On Parade', 24th to 25th November 2013, Aberdeen;
- (d) £4,050 towards the participation of the Umdumo Wesizwe from Bulawayo in the Aberdeen International Youth Festival, Aberdeen, 25th July to 4th August 2013;
- (e) £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, 1st February 2013 to 1st December 2014; and
- (f) £4,789 towards the visit of music groups from Gomel and Regensburg for their participation in the International Concert during Offshore Europe, Aberdeen, 2nd to 5th September 2013.

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The Committee resolved:-

to approve the recommendations.

KIMO ANNUAL GENERAL MEETING 2013 – EPI/13/138

15. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval for the Council to be represented at the Kommunenes Intrasjonale Miljoorganisasjon (KIMO) Annual General Meeting taking place in the Faroe Islands on 13 to 15 September 2013.

The report recommended:-

that the Committee –

- (a) note the Council's long standing membership of KIMO; and
- (b) approve travel for Councillor Donnelly to attend the AGM to represent Aberdeen City Council.

The Committee resolved:-

- (i) to approve the recommendations;
- (ii) to appoint Councillors Donnelly and Corall as substitute members to Councillor Milne on Kimo UK;
- (iii) to request officers to review the method of calculating the subsistence rate for foreign travel and report to the Finance, Policy and Resources Committee on the outcome; and
- (iv) that officers be requested to contact Torshavn to raise concerns in relation to the trade dispute and to consider how trade could be improved.

ENTERPRISING ACADEMIES - PROPOSAL - EPI/13/126

16. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined proposals to run a business start-up competition for a business to operate from within an Aberdeen secondary school.

The report recommended:-

that the Committee -

- (a) give approval for officers in Enterprise Planning and Infrastructure to deliver the pilot competition as described in this report;
- (b) give approval that current finances available within existing Employability, Skills and Community Enterprise budgets to a maximum of £30,000 be used to fund this proposed pilot; and
- (c) 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.

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The Committee resolved:-

to approve the recommendations.

FLOOD RISK MANAGEMENT (SCOTLAND) ACT 2009 – DELEGATION OF DECISION MAKING POWERS TO COUNCIL OFFICERS - EPI/13/130

17. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided details of progress and sought approval for officers to make decisions timeously through having defined delegated powers relating to flood risk management.

The report recommended:-

that the Committee -

- (a) 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 to the Head of Service, Asset Management and Operations;
- (b) Instruct officers to report back to Committee when the draft short list of flood management measures for the North East Local Plan District has been progressed to approval stage.

The Committee resolved:-

to approve the recommendations.

FUNDING INTERNAL AUDIT UPDATE AND ATTENDANCE AT OVERSEAS EXHIBITIONS AND EVENTS - EPI/13/112

18. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought permission for Councillors, the Director of Enterprise, Planning and Infrastructure and officers to travel to overseas to attend various events.

The report recommended:-

that the Committee approve travel and attendance at the following events and for exhibition space at the Hannover Show -

- Brussels – EU Open days 8th to 11th October – Two Officers;
- Riga – Riga City Council Conference on “Smart Cities” 15th to 17th October – Two Officers – 50% costs covered by Riga City Council;
- China – ICEI’s 1st Annual Conference of emerging Industries – 5th and 6th 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;

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- Maastricht, Netherlands- The European Public Sector Awards- 25th -27th November 2013, a member and an officer;
- Tokyo – 10th International Hydrogen and Fuel Cell Expo – 26th to 28th February 2014 – Council Leader or nominee, HyTrEc Project Officer and Two Officers;
- Hannover – The world’s Leading Trade Fair and Exhibition for Industry Technology – 7th to 11th 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; and
- Hannover – To take Exhibition space up to a maximum value of £10,000.00. 50% of costs recovered from the EU Funded HyTrEc project.

The Committee resolved:-

to approve the recommendations.

STRATEGIC AND LOCAL TRANSPORTATION PROJECTS UPDATE REPORT – EPI/13/125

19. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided details in relation to 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 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 Convener/Vice Convener approved response to Nestrans on the Regional Transport Strategy Re-Fresh.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) to report back to the next meeting of the Committee on the production of a policy for the management of events at park and ride sites and open spaces.

SUPPLEMENTARY GUIDANCE – LOW AND ZERO CARBON BUILDINGS - EPI/13/141

20. 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

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carbon buildings for adoption as supplementary guidance to the Local Development Plan.

The report 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.

The Committee resolved:-

to approve the recommendation.

VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (NEW WORKS) - EPI/13/120

21. 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 -
Ardarroch Road;
Ashgrove Road;
Berryden Mills
Binghill Crescent, Milltimber;
Davidson Drive;
Esplanade;
Golden Square;
Marquis Road;
Strathmore Drive;
- Proposals to be funded by Housing and Environment -
Access Road to Marischal/Virginia Court;
Stewart Park Place;
- Proposals to be funded from the developer –
Beechgrove Place (Old Mile-End School Site);
Froghall Terrace;
Hardgate (Rear of no. 325 Holburn Street);
West North Street Car Park;
Woodside Health Centre, Marquis Road;
- Proposals to be funded from the Disabled Parking Revenue budget -

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Various On-Street Parking (63 spaces);
Various Off-Street Parking (6 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 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;
- (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; and
- (d) 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.

The Committee resolved:-

to approve the recommendations.

TRAFFIC ORDERS AT THE FINAL STAGE OF THE STATUTORY PROCESS - EPI/13/118

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 following 17 traffic orders and presented which had been received where relevant in each case:-

- (1) The Aberdeen City Council (Charleston Road North Area, Cove, Aberdeen) (Traffic Management and Waiting Restrictions) Order;
- (2) The Aberdeen City Council (Portland Street, Aberdeen) (Prohibition of Waiting) Order;
- (3) The Aberdeen City Council (Craigieburn Park, Aberdeen) (20mph Speed Limit) Order;
- (4) The Aberdeen City Council (Urquhart Road, Aberdeen) (Various Waiting Restrictions) Order;
- (5) The Aberdeen City Council (Westburn Crescent, Aberdeen) (Prohibition of Waiting) Order;
- (6) The Aberdeen City Council (Earlspark Avenue, Earlspark Circle, Earlspark Way, Bielside, Aberdeen) (20mph Speed Limits) Order;
- (7) The Aberdeen City Council (Kingswood Drive, Kingswells, Aberdeen) (Prohibition of Waiting) Order;
- (8) The Aberdeen City Council (Parking Places in Kingswells Park and Ride Car Park, Kingswells, Aberdeen) (Charging Points for Electric Vehicles) Order;
- (9) The Aberdeen City Council (Parking Places) (Parking Places in Sclattie Park Car Park, Bucksburn, Aberdeen) (Charging points for Electric Vehicles) Order;

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- (10) The Aberdeen City Council (Parking Places) (Parking Places in Kingswells Park and Ride Car Park, Kingswells, Aberdeen) (Charging points for Electric Vehicles) Order;
- (11) The Aberdeen City Council (Dubford Gardens/Cypress Grove) (Redetermination of Means of Exercise of Public Right of Passage) Order;
- (12) The Aberdeen City Council (Scotstown/Jesmond Area) (Various Footways) (Redetermination of Means of Exercise of Public Right of Passage) Order;
- (13) The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen) (Regulatory Parking Places) (No 3) Order;
- (14) The Aberdeen City Council (Disabled Persons' Parking Places in Rosemount Viaduct, Aberdeen) (Regulatory Parking Places) Order;
- (15) The Aberdeen City Council (Duthie Park, Aberdeen) (Parking Management) Order;
- (16) The Aberdeen City Council (Craigie Street, Aberdeen) (Pay and Display) Order;
- (17) The Aberdeen City Council (Powis Lane, Aberdeen) (Prohibition of Waiting) Order.

The report recommended:-

that the Committee -

- (a) 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;
- (b) 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; and
- (c) 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.

MARKET STREET/GUILD STREET JUNCTION – RATIONALISATION OF TURNING MOVEMENTS TO IMPROVE CAPACITY - EPI/13/121

23. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the results of the initial statutory consultation along with the results of the public advert relating to Market Street/Guild Street Junction.

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The report recommended:-

that the Committee 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.

The Committee resolved:-

- (i) in relation to the Aberdeen City Council (Market Street/Guild Street, Aberdeen) (Rationalisation of Turning Movements) Order 201(X), uphold the objection received and refuse the making of this order, reverting to the status quo position from January 2014 after the Christmas and New Year period;
- (ii) that officers review this in twelve months' time and report back to the Committee; and
- (iii) that officers be requested to investigate the positioning and/or instruction of the road signs around the railway station, which may be directing people the wrong way.

OBSTRUCTIONS – COMMERCIAL WASTE BINS - EPI/13/161

24. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided information on 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.

The report recommended:-

that the committee -

- (a) endorse the previously approved policy and approve the proposed course of action to actively take enforcement action; and
- (b) approve the proposed charge of £500 for monitoring, uplift, storage, and return or destruction of commercial waste bins.

The Committee resolved:-

to defer consideration of this report until the next meeting of the Committee to allow officers time to consult with Housing and Environment colleagues and Aberdeen Inspired on the proposals.

ASSET MANAGEMENT PLANS UPDATE 2013 – EPI/13/082

25. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval of the updated Service Asset Management Plans for Enterprise Planning and Infrastructure.

The report recommended:-

that the Committee approve the updated Service Asset Management Plans for Enterprise, Planning and Infrastructure.

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE
29 August 2013

The Committee resolved:-

to approve the recommendation.

REVIEW OF 20MPH ADVISORY ZONES – EPI/13/115

26. With reference to article 5 of the minute of meeting of 15 November 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided details on the possibility of changing the whole structure of traffic controls within the city of Aberdeen which included having all housing sub divisions designated 20mph traffic zones within arterial or main roads being designated as 30mph or 40mph maximum speed zones.

The report recommended:-

that the Committee note the contents of the report and the assessment criteria of the Mandatory and Advisory 20mph speed limit zones.

The Convener, seconded by Councillor Finlayson, moved:-

that the recommendations contained within the report be approved.

Councillor Yuill, seconded by Councillor McCaig moved as an amendment;

that the Committee –

- (a) agrees in principle to replace all 20mph advisory zones with 20mph mandatory speed limits;
- (b) recognises that there are significant budgetary implications in making this change and instructs officers to report to a future meeting with recommendations for the phased implementation of the mandatory 20mph speed limits; and
- (c) agrees to undertake informal consultation with community councils and other partners on the desirability of introducing a 20mph speed limit on all residential roads in Aberdeen.

On a division, there voted:- for the motion (14) – the Convener, Vice-Convener and Councillors Boulton, Finlayson, Jaffrey, Kiddie, Laing, May, MacGregor, McCaig, Milne, Jean Morrison MBE, Thomson and Young; for the amendment (1) – Councillor Yuill.

The Committee resolved:-

to adopt the motion.

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

29 August 2013

SPEED LIMIT REVIEW – A944 WESTHILL TO HAZLEHEAD/SKENE ROAD AS A RESULT OF THE WEST HUXTERSTONE, KINGSWELLS DEVELOPMENT AND THE A93 FROM BIELDSIDE TO MILLTIMBER – EPI/13/114

27. With reference to article 4 of the minute of meeting of 11 September 2012, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided information in relation to the Speed Limit Review on A944 Westhill to Hazlehead/Skene Road as a result of the West Huxterstone, Kingswells Development and the A93 from Bielside to Milltimber.

The report recommended:-

that the Committee -

- (a) note the content of this report and the results of the follow up surveys/analysis that had been carried out; and
- (b) agree that no further action should be taken with regard to the implementation of a lower speed limit.

Councillors Delaney and Jennifer Stewart as local members addressed the Committee under Standing Order 32.

Councillor Delaney requested that the Committee consider reducing the speed limit from 50mph to 40mph on the B9119 Skene Road and to introduce speed cameras on this road.

Councillor Jennifer Stewart requested that the Committee consider reducing the speed limit from 50mph to 40mph on the A944 at Westhill to Hazlehead.

The Committee resolved:-

- (i) that officers carry out a detailed road speed survey on the A944 and B9119 and report back to the Committee in twelve months; and
- (ii) that officers make the necessary arrangements to extend the current 30 mile per hour speed limit on the A93 to the section between Old Ferry Road and 153 North Deeside Road at Bielside and report back to the Committee.

AREA AROUND HILL OF RUBISLAW – PARKING REVIEW – EPI/13/123

28. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which made reference to the decision of the Development Management Sub Committee of 18 April, 2013 which requested that a report be submitted to this 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 around the Hill of Rubislaw area.

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE
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The report recommended:-

that the Committee -

- (a) instruct officers not to proceed with the introduction of a Controlled Parking Zone;
- (b) 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;
- (c) 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.

Councillor Jennifer Stewart as local member addressed the Committee under Standing Order 32, suggesting that officers continue to work with companies in the area in terms of a modal shift in transport and that during this, they consult with residents in the wider area on the proposals to introduce a priority parking scheme.

The Convener, seconded by Councillor Thomson, moved:-

that the recommendations contained within the report be approved.

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

that the recommendations contained within the report be approved with the addition that officers also be instructed to proceed with informal consultation with residents in the Hill of Rubislaw area on the possible introduction of a controlled parking zone in the area and report back to the Committee with the findings.

On a division, there voted:- for the motion (9) – the Convener, Vice-Convener and Councillors Boulton, Finlayson, Laing, Milne, Jean Morrison MBE, Thomson and Young; for the amendment (6) – Councillors Jaffrey, Kiddie, MacGregor, May, McCaig and Yuill

The Committee resolved:-

to adopt the motion.

GREEN BADGE PARKING SPACES – EPI/13/124

29. With reference to article 41 of the minute of the meeting of 13 September 2011, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which updated members on the impact of blue badge reform upon the close proximity parking scheme.

The report recommended:-

that the Committee -

- (a) note the reform of the Blue Badge scheme and the introduction of the Disabled Persons Parking Spaces (Scotland) Act 2009;

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- (b) instruct 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;
- (c) instruct officers to discontinue the issue of any new or renewal of Green Badges with immediate effect;
- (d) instruct 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; and
- (e) acknowledge 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.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) to note that the Director would provide members of the Committee with timescales for implementation of the reforms.

COMMITTEE BUSINESS STATEMENT

30. 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 5 (Green Badge Scheme), item 13 (Speed Limit Review), item 14 (Masterplanning – Representations to Committee), item 24 (Hill of Rubislaw Area – Controlled Parking Zone) and item 26 (Winter Services Plan) from the statement; and
- (ii) to otherwise note the updates contained within the statement.

MOTIONS LIST

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

The Committee resolved:-

to delete item 1 (Park and Ride Service at Kingswells), item 4 (Review of Rural Speed Limits at Countesswells, Baillieswells and Blacktop Area), item 7 (Union Bridge Suicide Prevention Measures) and item 8 (Flood Guard Grant Scheme) from the Motions List.

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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.

SCHOOL AND SOCIAL WORK TRANSPORT PROCUREMENT 2014 - EPI/13/116

32. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval to tender and award school, social work and client contracts with a set procurement process.

The report recommended:-

that the Committee -

- (a) instruct the Director of Enterprise, Planning and Infrastructure to proceed with the combined school and social work transport invitation to tender and award for 2014/15; and
- (b) approve the related estimated expenditure of £6.3M for the two, four year periods, as set out at paragraph 5.11 of the report.

The Committee resolved:-

to approve the recommendations.

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 decision was required timeously.

DECLARATION OF INTEREST

Councillors Milne and 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 the organisation under consideration. They did not feel it necessary to withdraw from the meeting during consideration thereof.

APPROVAL OF TRAVEL COSTS

33. The Committee had before it correspondence dated 1 July and 8 August, 2013 which had been referred from the meeting of the Housing and Environment Committee on 27 August, 2013 (article 23 refers) to this Committee to allow time for officers to submit additional information relating to travel costs. The effect of the correspondence,

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which was under press embargo at the time of consideration, was that approval was required for a member to travel overseas.

A brief adjournment was held to enable further written information to be provided by officers to enable the Committee to take a decision.

The Committee resolved:-

- (i) to approve the recommendation in the embargoed information presented by officers; and
- (ii) to congratulate the third party referred to.

COUNCILLOR BARNEY CROCKETT, Convener.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure Committee
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	2014 Scottish Open Royal Aberdeen
REPORT NUMBER:	EPI/13/218

1. PURPOSE OF REPORT

This report aims to respond to the request of Councillor McCaig to prepare a report for submission to a future meeting of the Enterprise Strategic Planning and Infrastructure Committee in response to his motion submitted to the meeting of 29 August 2013 "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"

2. BACKGROUND/MAIN ISSUES

- 2.1. For the last two years the Scottish Open, sponsored by Aberdeen Asset Management has been held at Castle Stewart Golf Club north of Inverness. The 2014 event will be staged at Royal Aberdeen which has a history of hosting prestigious tournaments, including the 2011 Walker Cup and the 2005 Senior British Open which was won by Tom Watson.
- 2.2 It is proposed that Aberdeen City Council lends its support to the hosting of the 2014 Scottish Open at Royal Aberdeen and that the level of support normally provided by Aberdeen City Council for such international sporting events, e.g. approval for erection of temporary signage, traffic management guidance, road closures, availability of extra car parking, dressing of the City etc. is extended to the organisers.
- 2.3 Furthermore, officers will explore opportunities before, during and after the tournament to promote the city of Aberdeen as a place to Invest, Live and Visit to a national, regional and international audience.
- 2.4 Discussions have been initiated with the European Tour and the first meeting of relevant officers will take place on Monday 4th November at Royal Aberdeen Golf Course.

3. FINANCIAL IMPLICATIONS

The financial implications of supporting this event are unknown at this time and will be confirmed once organising partners have intimated the services they wish the Council to provide.

4. OTHER IMPLICATIONS

There are no other implications identified at this time.

5. IMPACT

Corporate

Aberdeen – the Smarter City

- We will promote Aberdeen as a great place to live, bring up a family, do business and visit.
- We will embrace the distinctive pride the people of Aberdeen take in their city and work with them to enhance the sense of well-being here, building strong communities which look out for, and look after one another.

Smarter Governance (Participation)

- We will seek to develop a sense of community in Aberdeen based on the principles of openness, fairness, reciprocity and responsibility.

Smarter Living (Quality of Life)

- We will enhance the physical and emotional well-being of all our citizens by offering support and activities which promote independence, resilience, confidence and self-esteem.

Smarter Economy (Competitiveness)

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

6. REPORT AUTHOR DETAILS

Rita Stephen

Development Manager

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Capital Monitoring – Enterprise, Planning & Infrastructure Projects
REPORT NUMBER:	EPI/13/146

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 £43.882 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
£7 million (including external funding)

- 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 September is £8.893 million.

Appendix A provides a breakdown of expenditure to date and any supporting information as appropriate.

An update on the capital position will be reported to this Committee on 21 January 2014.

6. IMPACT

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

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**

Project Description	Revised Budget 2013/14*	Spend to September 2013	Profiled out-turn 2013/14	Five year budget 2013-18	Legal Commitments	Profiled out-turn 2013-18
	£'000	£'000	£'000	£'000	£'000	£'000
Corp Property Condition & Suitability Programme	10,075	2,466	7,581	39,675	3,420	39,675
Cycling Walking Safer Streets Grant	232	26	232	573	0	573
Access From the North	5,293	695	4,312	15,473	60	15,473
Western Peripheral Route	4,945	0	4,945	7,345	0	7,345
Corporate Office Accommodation	1,000	53	510	1,000	149	1,000
NESTRANS - Capital Grant	882	441	882	6,062	882	6,062
Fleet Replacement	3,000	210	3,806	15,000	1,939	15,806
Planned Renewal & Replacement of Road Infrastructure	4,224	2,137	4,222	19,883	757	19,911
Land Acquisition - Contingency	554	(0)	554	554	0	554
Hydrogen Buses	7,000	1,923	7,000	11,000	0	11,000
City Broadband	1,949	12	75	1,949	0	1,949
St. Nicholas House Demolition	2,713	484	2,387	2,713	2,230	2,713
South College Street	1,400	0	5	5,500	0	5,500
Berryden Corridor	250	96	250	5,550	0	5,630
Union Street Pedestrianisation	265	31	147	9,000	0	9,000
A96 Park & Choose / Dyce Drive Link Road	100	319	1,715	15,200	0	15,200
Totals	43,882	8,893	38,623	156,477	9,437	157,393

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

- The Condition & Suitability budget now has a combined spend and committed total of £5.886 million. The profiled underspend from this financial year is anticipated to be picked up with an increased number of projects during next year's summer holidays.
- The new front door for Marischal College, funded through the Corporate Office Accommodation budget, is now completed.
- The Fleet Manager has now committed close to £2 million on fleet replacement for this financial year.
- The Hydrogen buses spend profile is now being shown as gross expenditure. The total capital contribution of £4.8 million has been added to the £6.2 million additional external funding to give the £11 million total.
- St Nicholas House demolition is currently running slightly behind schedule – discussions are to be held with the contractor regarding working over the Christmas holidays which will go some way to bringing it back on track.

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	2013/14 Revenue Budget Monitoring
REPORT NUMBER:	EPI/13/204

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 £40.1M of net expenditure.
- 3.2. Based upon present forecasts it is anticipated that the outturn for the Directorate will be £1.5M 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 5 (end of August 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 5 is a net underspend of £1.9M. The forecast outturn for the full year is a net underspend of £1.5M.

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 £1.2M 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 £600K, 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 £230K below budget due to improvements in the management of the contracts.
- Vehicle repair costs are forecast to be £790K 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 £220K below budget due to various staff relocations since the budget setting process.
- Energy costs for the main office sites are forecast to be £210K 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. MANAGEMENT OF RISK

There are no risks associated with the decisions required of the Committee in respect of this report.

8. BACKGROUND PAPERS

Financial ledger data extracted for the period.

9. REPORT AUTHOR DETAILS

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DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT	31 August 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
ACCOUNTING PERIOD 5		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS	29,612		12,338	11,635	(703)	28,417	(1,195)	(4.0)%	476
PROPERTY COSTS	27,074		13,210	5,486	(7,724)	25,745	(1,330)	(4.9)%	(671)
ADMINISTRATION COSTS	972		405	593	188	1,206	233	24.0%	51
TRANSPORT COSTS	5,043		2,101	1,678	(423)	4,761	(282)	(5.6)%	87
SUPPLIES & SERVICES	26,834		11,176	9,441	(1,735)	28,072	1,238	4.6%	523
TRANSFER PAYMENTS	3,174		1,820	1,997	177	3,134	(40)	(1.2)%	1
GROSS EXPENDITURE	92,710		41,051	30,830	(10,221)	91,336	(1,374)	(1.5)%	467
LESS: INCOME									
GOVERNMENT GRANTS	(378)		0	1,437	1,437	(431)	(53)	14.1%	5
OTHER GRANTS	(15,851)		(6,555)	(1,530)	5,025	(15,628)	223	(1.4)%	162
INTEREST	0		0	(1)	(1)	0	0	0.0%	0
RECHARGES	(23,799)		(9,892)	(7,705)	2,188	(23,813)	(14)	0.1%	(436)
OTHER INCOME	(12,597)		(5,249)	(5,530)	(281)	(12,892)	(295)	2.3%	(123)
TOTAL INCOME	(52,624)		(21,695)	(13,328)	8,368	(52,763)	(139)	0.3%	(391)
NET EXPENDITURE	40,086		19,356	17,502	(1,854)	38,572	(1,514)	(3.8)%	76

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.

FORECAST VARIANCE	CHANGE
£'000	£'000

(1,195)	476
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Property Costs

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

(1,330)	(671)
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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.

233	51
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Transport Costs

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

(282)	87
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Supplies & Services

There are overspends forecast in Fleet Services materials of £770K and in Design Team consultants fees of £600K. Small savings are forecast in a number of areas across the Directorate.

1,238	523
-------	-----

Transfer payments

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

(40)	1
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Government Grants

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

(53)	5
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Other Grants & Contributions

Rechargeable allowances under the governments Carbon Reduction Scheme are forecast to be less than budgeted. Sponsorship income is now forecast to be £170K below budget.

223	162
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Interest

No significant variances from budget are forecast for this item.

0	0
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Recharges

Accommodation recoveries from non-General Fund services are forecast to be below budget. Design Team income is now expected to exceed budget by £520K.

(14)	(436)
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Other Income

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

(295)	(123)
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DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
ASSET MANAGEMENT AND OPERATIONS

AS AT	31 August 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 5									
STAFF COSTS	20,094	8,373	8,030	(343)	19,252	(842)	(4.2)%	710	
PROPERTY COSTS	11,076	6,488	5,281	(1,206)	9,773	(1,303)	(11.8)%	(644)	
ADMINISTRATION COSTS	617	257	431	173	787	170	27.5%	60	
TRANSPORT COSTS	1,610	671	437	(234)	1,584	(27)	(1.7)%	33	
SUPPLIES & SERVICES	10,025	4,177	5,581	1,403	11,302	1,277	12.7%	596	
TRANSFER PAYMENTS	853	853	874	21	853	0	0.0%	(0)	
GROSS EXPENDITURE	44,276	20,818	20,633	(185)	43,551	(725)	(1.6)%	755	
LESS: INCOME									
GOVERNMENT GRANTS	0	0	(691)	(691)	0	0	0.0%	(0)	
OTHER GRANTS & CONTRIBUTIONS	(53)	(22)	(50)	(28)	(59)	(6)	11.3%	(52)	
INTEREST	0	0	0	0	0	0	0.0%	0	
RECHARGES	(7,957)	(3,292)	(3,406)	(115)	(7,985)	(28)	0.4%	(436)	
OTHER INCOME	(7,620)	(3,175)	(2,822)	353	(7,397)	223	(2.9)%	(82)	
TOTAL INCOME	(15,630)	(6,489)	(6,969)	(480)	(15,441)	189	(1.2)%	(571)	
NET EXPENDITURE	28,646	14,330	13,664	(665)	28,109	(536)	(1.9)%	184	

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 and Facilities Management. A number of posts have been filled in the Design Team to deal with the expected increase in workload.

FORECAST VARIANCE £'000 CHANGE £'000
(842) 710

Property Costs

Favourable variances are forecast in non-housing repairs of £600K and in rents of £90K. Adverse variances are forecast in energy costs of £210K for the main office sites. The favourable variance in rates costs has increased to £890K as the service hold the balance of council-wide variances on rates.

(1,303) (644)

Administration Costs

Postages are forecast to be overspent by £110K and copying costs by £30K.

170 60

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. The cost of tyres and vehicle licences are forecast to exceed the budget by a total of £40K.

(27) 33

Supplies and Services

Fleet costs for vehicle repairs are forecast to be overspent by £770K and the Design Team is now forecasting an adverse variance in consultants costs of £600K to support the expected project workload. Favourable variances are forecast in School Catering Provisions and Cleaning materials.

1,277 596

Transfer Payments

No significant variance from budget is forecast for this item.

0 (0)

Income

Catering income is forecast to be £270K below budget. Accommodation recoveries are now forecast to be £100K below budget and Design Team income has been reviewed in light of the expected workload and is now forecast to be £520K above budget.

189 (571)

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

**DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
PLANNING AND SUSTAINABLE DEVELOPMENT**

AS AT	31 August 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
ACCOUNTING PERIOD 5									
STAFF COSTS		6,689	2,787	2,513	(274)	6,569	(120)	(1.8)%	(251)
PROPERTY COSTS		15,944	6,700	212	(6,488)	15,940	(5)	(0.0)%	(5)
ADMINISTRATION COSTS		112	47	37	(9)	125	14	12.4%	(2)
TRANSPORT COSTS		3,213	1,339	1,209	(130)	2,945	(269)	(8.4)%	71
SUPPLIES & SERVICES		14,725	6,131	2,748	(3,383)	14,712	(12)	(0.1)%	(42)
TRANSFER PAYMENTS		714	297	451	153	672	(42)	(5.9)%	1
GROSS EXPENDITURE		41,396	17,301	7,170	(10,131)	40,962	(434)	(1.0)%	(227)
LESS: INCOME									
GOVERNMENT GRANTS		(189)	0	2,526	2,525	(189)	0	(0.0)%	0
OTHER GRANTS & CONTRIBUTIONS		(15,159)	(6,267)	(1,280)	4,986	(15,160)	(0)	0.0%	(0)
INTEREST		0	0	0	0	0	0	0.0%	0
RECHARGES		(15,208)	(6,337)	(4,167)	2,170	(15,193)	15	(0.1)%	0
OTHER INCOME		(4,333)	(1,805)	(2,347)	(541)	(4,849)	(516)	11.9%	(9)
TOTAL INCOME		(34,889)	(14,409)	(5,269)	9,140	(35,391)	(501)	1.4%	(10)
NET EXPENDITURE		6,507	2,892	1,901	(991)	5,572	(936)	(14.4)%	(237)

VIREMENT PROPOSALS

None this cycle.

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Vacancies are managed closely across the Service with the main favourable variances being in Environmental Projects and Development Planning. An adverse variance is forecast in Roads Projects. The overall variance position has improved as services continue to manage their vacancies.

FORECAST VARIANCE £'000 (120) CHANGE FROM LAST REPORT £'000 (251)

Property Costs

No significant variance from budget is forecast for this item.

(5) (5)

Administration Costs

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

14 (2)

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.

(269) 71

Supplies and Services

Savings amounting to £50K are now expected in Development Planning. Roads Projects are forecasting a requirement for consultants that was not provided for in the budget.

(12) (42)

Transfer Payments

Savings are forecast in Environmental Projects.

(42) 1

Income

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

(501) (10)

(936) (237)

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013 / 2014

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
ECONOMIC AND BUSINESS DEVELOPMENT

AS AT	31 August 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
		£'000	£'000	£'000	£'000	£'000	%	£'000	
ACCOUNTING PERIOD 5									
STAFF COSTS		2,055	856	756	(100)	1,839	(215) (10.5)%	(1)	
PROPERTY COSTS		0	0	0	(0)	0	0 0.0%	0	
ADMINISTRATION COSTS		238	99	123	24	288	50 20.9%	(14)	
TRANSPORT COSTS		91	38	44	6	121	30 33.2%	(0)	
SUPPLIES & SERVICES		2,084	868	1,112	244	2,058	(26) (1.2)%	(36)	
TRANSFER PAYMENTS		1,608	670	672	2	1,610	3 0.2%	0	
GROSS EXPENDITURE		6,076	2,531	2,708	176	5,917	(159) (2.6)%	(51)	
LESS: INCOME									
GOVERNMENT GRANTS		(188)	0	(398)	(398)	(242)	(53) 28.3%	5	
OTHER GRANTS & CONTRIBUTIONS		(584)	(243)	(176)	67	(354)	229 (39.3)%	215	
INTEREST		0	0	(1)	(1)	0	0 0.0%	0	
RECHARGES		(582)	(242)	(109)	133	(582)	0 (0.0)%	0	
OTHER INCOME		(644)	(268)	(361)	(93)	(646)	(3) 0.4%	(31)	
TOTAL INCOME		(1,998)	(754)	(1,045)	(292)	(1,825)	173 (8.7)%	189	
NET EXPENDITURE		4,078	1,778	1,662	(115)	4,093	15 0.4%	138	

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.

FORECAST VARIANCE	CHANGE
£'000	£'000

(215)	(1)
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Property Costs

No significant variance from budget is forecast for this item.

0	0
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Administration Costs

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

50	(14)
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Transport Costs

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

30	(0)
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Supplies and Services

Savings are forecast in consultant fees and in events costs.

(26)	(36)
------	------

Transfer Payments

No significant variance from budget is forecast for this item.

3	0
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Income

The forecast for sponsorship income has been revised to reflect the current level of activity, which is not expected to differ significantly from last year's.

173	189
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15	138
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ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013 / 2014

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
DIRECTORATE SUPPORT

AS AT 31 August 2013	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
		PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
ACCOUNTING PERIOD 5								
STAFF COSTS	775	323	336	13	757	(17)	(2.2)%	18
PROPERTY COSTS	54	23	(7)	(29)	32	(22)	(41.1)%	(22)
ADMINISTRATION COSTS	5	2	2	(1)	5	0	0.0%	7
TRANSPORT COSTS	128	54	(12)	(65)	111	(17)	(13.3)%	(17)
SUPPLIES & SERVICES	0	0	0	0	0	0	0.0%	5
TRANSFER PAYMENTS	0	0	0	0	0	0	0.0%	0
GROSS EXPENDITURE	962	401	319	(82)	906	(57)	(5.9)%	(9)
LESS: INCOME								
GOVERNMENT GRANTS	0	0	0	0	0	0	0.0%	0
OTHER GRANTS & CONTRIBUTIONS	(55)	(23)	(23)	(0)	(55)	(0)	0.0%	0
INTEREST	0	0	0	0	0	0	0.0%	0
RECHARGES	(52)	(22)	(22)	(0)	(52)	0	0.0%	0
OTHER INCOME	0	0	0	0	0	0	0.0%	0
TOTAL INCOME	(107)	(45)	(45)	(0)	(107)	(0)	0.0%	0
NET EXPENDITURE	855	356	274	(82)	799	(57)	(6.6)%	(9)

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

A saving is forecast in the management of vacancies.

FORECAST VARIANCE £'000	CHANGE £'000
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(17)	18
------	----

Property Costs

No significant variance from budget is forecast for this item.

(22)	(22)
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Administration Costs

No significant variance from budget is forecast for this item.

0	7
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Transport Costs

No significant variance from budget is forecast for this item.

(17)	(17)
------	------

Supplies and Services

No significant variance from budget is forecast for this item.

0	5
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Income

No significant variance from budget is forecast for this item.

(0)	0
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(57)	(9)
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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Update on European Projects
REPORT NUMBER:	EPI/13/184

1. PURPOSE OF REPORT

This report is to give elected members an update on EU funded projects.

The report will include;

- An update on a town-twinning project application.
- An extension to the MUSIC project.
- Actions taken to follow up on an internal audit.
- Request for representation at the Hydrogen bus pre launch in Brussels.
- Request for permission to attend a finance workshop for the FCH JU programme

2. RECOMMENDATION(S)

1. Notes the successful town twinning project application.
2. Notes the MUSIC project extension.
3. Notes the actions taken to implement internal audit report.
4. Approves oversea travel to attend a pre launch of the Hydrogen Buses in Brussels. Elected Member representatives, the Chief Executive, two officers, and the press and journal to Van Hool bus manufacturer in Brussels..
5. Approves attendance for one officer to attend the FCH JU finance workshop in Brussels on 5th November.

3. FINANCIAL IMPLICATIONS

Town Twinning Application

The project will see Aberdeen work with two of its twinned towns. The €5000 grant will support this and any additional costs will be met from existing budgets of city events and twinning team. The grant rate is set by the Citizens for Europe programme on the basis of there being

between twenty five and forty invited international guest for a period of less than ten days.

Hydrogen Bus Pre Launch

It is estimated that the costs of travel and accommodation for those recommended to attend would total approximately £1750 and would be met from current service budgets.

FCH JU – Finance workshop

It is estimated that the cost of travel and accommodation for one officer to attend this finance workshop “how to avoid financial errors” will be around £500 and would be met from current service budgets.

4. OTHER IMPLICATIONS

- Travel

There will inevitably be risks involved with overseas travel. As far as possible these risks will be minimised through booking through Council procedures and following policy.

- Risk Management

It is important that Aberdeen is fully represented in European matters and that way take advantage of all opportunities related to influencing EU policy and accessing EU funds. This level of participation will help to increase the understanding of the new programmes and will assist in developing the capacity to successfully develop new projects and work with other EU cities to the benefit of Aberdeen.

- Sustainability

Aberdeen City Council has a clear contribution to make to sustainable development with an emphasis on enhanced productivity through improved resource efficiency, new business opportunities in the developing market for sustainable technologies and delivering better and more efficient Council services. Participation in projects and events enable us to look at best practice elsewhere and continue to draw down EU funds to raise the quality of life in the area through increasing economic opportunity for all on a socially and environmentally sustainable basis.

- Environmental

European activities are implemented in line with the aim of achieving a quality and sustainable environment.

- Social

The principles of social inclusion underpin European cohesion policy and are essential for any successful EU project application.

- Economic

European representation and inter-regional networking contributes to the City’s overall effort to maximize opportunities and to promote its

interests, both at home and overseas with the aim of creating a vibrant and sustainable economy.

5. BACKGROUND/MAIN ISSUES

Town Twinning Application

An application was made to the Europe for Citizens programme to support the hosting of a three day event between Aberdeen, Regensburg and Clermont Ferrand. The project will allow Aberdeen to deliver a host of events and visits for the delegates to give them an understanding of the impact of the great war on Aberdeen and how it shaped today's culture in the City. An award of €5,000 has been made to Aberdeen City Council and can be claimed upon successful delivery of the project. Following the PACED acronym which applies to ERM, the need to undertake a risk evaluation is very low. The risk is that we are unable to claim the grant of €5,000. However, we will be awarded this money so long as we deliver the agreed events and submit a claim. The project team is aware of this and the funding team will ensure that it is actioned.

MUSIC Extension

A MUSIC project extension has been proposed from June 2014 to March 2015. The benefits of a project extension for Aberdeen would be to support and develop the ideas of the working groups which will take forward the aims of the project to reduce carbon emissions and engage a wider group of stakeholders. There will be no financial implications, the extension only giving more time for delivery of the project.

Internal Audit report

Following a thorough investigation by internal audit, a number of recommendations were made to improve the robustness of the process which the Council follows when entering into EU funded projects to ensure that sound governance arrangements are in place.

Internal Audit highlighted that project objectives must be defined at the outset of the project and should be SMART. All staff within the Projects Partnerships and Funding team will ensure that PRINCE II training is up to date. Templates will be drawn up to ensure that project objectives are defined at the outset and agreed before any final application submitted. This will be part of a pre application checklist of documents to be completed to demonstrate a complete justification for participation.

It was also highlighted that risk management must be documented more visibly. As such a risk assessment will be undertaken for each project at the outset and actively managed thereafter. This is also in line with PRINCE II processes which staff are familiar with and trained upon.

Each project will be required to have a cost/benefit analysis undertaken to ensure that it is economically viable. This will be contained within the project files for inspection at any time and may be presented to committee where approval is being sought for match funding.

Internal Audit has asked for a selection process to be put in place to justify the selection of partners for projects. This is being worked upon, however in many instances we have to work on the basis of trust, with the funding bodies able to take action against any non-performing partner. Officers will ensure that any checks on partners are kept proportionate to the level of risk to which we are exposed.

Attendance at Hydrogen Bus Pre Launch

Prior to the arrival of the buses in Aberdeen there will be an opportunity to have a pre launch event in Brussels which will ensure that the City is given full recognition for its efforts in delivering this innovative project. In order to ensure that the council has a strong presence at this event and that the public are well informed it is recommended that committee agree for the following individuals to attend. City Council Elected member representative, Chief Executive of Aberdeen City Council, Officer and one representative from the Press and Journal.

FCH JU – Finance workshop

Aberdeen City Council has secured grants from the FHC JU programme in the past, and will likely continue to use this programme again. To ensure that we remain fully compliant with the financial requirements of the programme and maximise the grant which we receive it is vital that we ensure there are no errors in our claims. This workshop has been designed by the programme for beneficiaries to attend and gain a full understanding of the grant claims system and process. Attendance by one officer would help ensure that our claims are submitted and processed as efficiently as possible.

6. MANAGEMENT OF RISK

All EU funded projects shall undertake a risk assessment pre application submission as requested by internal audit. This will be an integral part of the project monitoring to ensure that mitigating actions are in place should they be necessary.

7. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning & Infrastructure
DATE	12th November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Offshore Europe (OE) 2013 & 2015
REPORT NUMBER:	EPI/13/188

1. PURPOSE OF REPORT

This report will outline feedback from the 2013 event and detail proposed direction for Aberdeen City Council's involvement in OE15. It will outline the cost implications of participating in the exhibition and the activities to be undertaken in support of the event. Funding approval is required from the 2014-15 and 2015-16 Economic & Business Development budget to ensure the event can continue to be delivered.

2. RECOMMENDATION(S)

That members:

- note the content of this report.
- support the Council's involvement in the exhibition in 2015 and as such commit to the necessary funding of £80,000. This will require £40,000 per annum being maintained in the budget for 2014-15 and 2015-16 subject to the standard budgetary process.
- Support the proposed direction for the promotion of Aberdeen at Offshore Europe 2015.

3. FINANCIAL IMPLICATIONS

Total cost for participation at OE is £270,000 however following receipt of partner contributions, company income and sponsorship contributions, Aberdeen City Council's contribution will be £80,000 spread across two consecutive financial years. The costs for OE are budgeted for on an annual basis with half the funding in 2014-15 Economic & Business Development budget and the remaining half to be included in the 2015-2016. This will be matched by Aberdeenshire Council who are joint partners in the Aberdeen City and Shire presence at the exhibition.

4. OTHER IMPLICATIONS

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

Finance: Total cost for the council's presence at OE as identified within the Economic & Business Development service budget is £80,000 across two consecutive financial years.

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

Risk Management: A high profile presence at OE15 facilitates Aberdeen City Council's opportunities arising from Economic & Business Developments existing international links and trade development activities. If Aberdeen City Council did not participate at this key global oil and gas exhibition, this may result in a failure to identify and capitalise on the new market opportunities for oil and gas companies in Aberdeen and the across the region.

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

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

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

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

5. BACKGROUND/MAIN ISSUES

Offshore Europe (OE) is the largest oil and gas conference and exhibition outside North America. It will be held in Aberdeen at the AECC from 8-11th September 2015.

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

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

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

In 2013 the event managed to break previous event attendance numbers with 63,000 visitors, a 33% increase from 2011.

The exhibition grew by 8 % in size to 27,000sqm from the previous floor plan and played host to over 1500 exhibitors and pavilions from around the world including Brazil, China, Norway and Australia to name but a few.

Generating an economic impact of £20 million for the local economy, taking a stand at Offshore Europe presents the council with an excellent opportunity to:

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

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

In 2013, as at previous exhibitions, Aberdeen City Council partnered Aberdeenshire Council on a joint stand in a prime location within the event. The stand provided a highly visible promotion of Aberdeen, Aberdeenshire and their respective local authorities. In addition, up to

25 companies pay to secure space on the 295sqm stand which is recognised as one of the most effective presences at the exhibition.

Feedback from exhibitors on the Aberdeen City and Shire stand reported that a significant number of genuine business opportunities were identified and all said that the event rated very good or excellent in meeting their participation objectives. It was also highlighted that the level and quality of business contacts met across the course of the week were better than in recent similar exhibitions.

Exhibitors reported in feedback questionnaires that the provision of the council's service associated with the exhibition, the quality of the stand, related facilities and overall value for money in relation to OE were rated excellent. Several companies have already noted an interest in exhibiting on the stand in 2015.

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

Initiatives included:

A civic reception for local, national and international energy representatives hosted by Aberdeen City Council was held in the Town House on the opening evening of the exhibition.

A number of trade development and key priority market workshops were organised and delivered in the upstairs lounge of the exhibition stand. Lord Provost of Aberdeen George Adam officially met with the HM Ambassador of Kazakhstan and the signing of an updated Memorandum of Understanding took place with the Mayor of Halifax Michael Savage.

Promotional banners across Union Street displayed key industry sector messages relating to the city supported by business sponsor logos.

Each visitor received an official welcome to the city from the Lord Provost, with letters being left in every city hotel room, along with relevant destination information.

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

The exhibition organisers significantly increased their provision of buses to shuttle delegates from strategic locations across the city to the

exhibition, again in an attempt to reduce the amount of vehicular traffic in and around Bridge of Don.

A number of areas continue to require attention and initial feedback from OE13 delegate surveys show that issues relating to car parking, site access and accommodation continue to raise concerns for those exhibiting and visiting the show. Discussions with the organisers of OE15, Reed Exhibitions will commence in due course about plans for 2015.

During the week of Offshore Europe the city also hosted the Aberdeen Energy Festival with a programme of evening events designed to complement the exhibition. In recognition of the 40 years since Offshore Europe was first held in Aberdeen, SPE Offshore Europe, in conjunction with Aberdeen City Council, organised the festival. Support was provided by Taqa Bratani, BP, Shell and the Balmoral Group. The festival provided a unique opportunity to celebrate the energy industry as a driving force in Aberdeen and to share the excitement of SPE Offshore Europe with the local community and visitors to the city.

Aberdeenshire Council will again be invited to contribute to the cost of staging a presence at the exhibition in 2015. Income from sponsors and companies who lease space on the stand will also be sought to offset the overall cost.

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.

7. BACKGROUND PAPERS

OE13 feedback report from Reed Exhibitions has yet to be published but will be available for member's consideration in due course.

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	12 th November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Twinning & International Partnerships
REPORT NUMBER:	EPI/13/195

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) £6,600 towards the educational exchange visit of pupils and staff from Manor Park School to Nestor Perret/Jean Jaures Ecoles, Clermont-Ferrand, 23rd to 28th June 2014.
- ii) £8,000 towards the inward visit of speakers and school pupils from Clermont-Ferrand and Regensburg to participate in a two day conference on 'The Impact of the Great War on Aberdeen & its Twin Cities', Aberdeen, 26th to 29th March 2014.
- iii) £1,600 towards the visit of a Bavarian Marching Band in the Christmas Parade, 23rd to 25th November 2013.
- iv) £4,380 towards the participation of a jazz quartet from Clermont-Ferrand to participate in the Aberdeen Jazz Festival, Aberdeen, 14th to 16th March 2014.
- v) £900 towards the visit of four Head Teachers from Clermont-Ferrand to meet with potential Aberdeen partner schools, 20th to 23rd November 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.

	Balance of Budget Available at April 2013	£60,831
i)	Contribution towards the educational exchange visit of pupils and staff from Manor Park School to Nestor Perret/Jean Jaures Ecoles, Clermont-Ferrand, 23 rd to 28 th June 2014.	£6,600
ii)	Contribution towards the inward visit of speakers and school pupils from Clermont-Ferrand and Regensburg to participate in a two day conference on 'The Impact of the Great War on Aberdeen & its Twin Cities', Aberdeen, 26 th to 29 th March 2014.	£8,000
iii)	Contribution towards the visit of a Bavarian Marching Band in the Christmas Parade, 23 rd to 25 th November 2013.	£1,600
iv)	Contribution towards the participation of a jazz quartet from Clermont-Ferrand to participate in the Aberdeen Jazz Festival, Aberdeen, 14 th to 16 th March 2014.	£4,380
v)	Contribution towards the visit of four Head Teachers from Clermont-Ferrand to meet with potential Aberdeen partner schools, 20 th to 23 rd November 2013.	£900
	TOTAL	£21,480
	Amount remaining in budget if recommendations approved:	£39,351

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 educational exchange visit of pupils and staff from Manor Park School to Nestor Perret/Jean Jaures Ecoles, Clermont-Ferrand, 23rd to 28th June 2014.

Following the successful exchange of school pupils and teachers of Nestor Perret/Jean Jaures to Aberdeen during June 2013, a reciprocal invite has been issued to Manor Park School to visit Clermont-Ferrand.

During the exchange in June 2013 the French children were very receptive to all the new experience included within the programme and the Manor Park children proved to be very warm and welcoming hosts. The French staff and children were keen to host a reciprocal visit and The Mission des Relations Internationales have sent an invitation which Manor Park School are eager to accept. There will be 12 children and 2 adults travelling to Clermont-Ferrand from Manor Park School.

By the reciprocal visit to Clermont-Ferrand the links between staff and pupils will be reinforced and build on links established through the correspondence and visit to Aberdeen in 2013. The activities the Aberdeen children will undertake would depend on the programme organised by the hosts, but it is envisaged joint activities with the French children will be central to the visit with some sessions taking part in school activities. This will provide the children of Manor Park to experience a different school system and share another culture as the Aberdeen children generally have little opportunity to travel abroad.

It is anticipated there will be increased interest from Manor Park pupils in learning about language and culture of France. Meeting with the French children in 2013 sparked an awareness and interest which will be further stimulated by the prospect of a trip to Clermont-Ferrand. The exchange visit supports the aims of the Curriculum for Excellence *'to enhance understanding and enjoyment of other cultures...and gain insights into other ways of thinking and views of the world; to develop skills to use and enjoy in work and leisure throughout life'*.

Manor Park is already an international school, having received and welcomed many children from across Europe, Africa and Asia over the last few years. Manor Park School wishes to continue developing their international reputation to allow the pupils to experience and adapt to the language and customs of one of our closest European neighbours.

In preparation for the visit in June 2014 the children and teachers will continue their written correspondence to further promote a favourable impression of Aberdeen. As only a small group will be able to travel due to costs, they will have the opportunity to share their planning with the rest of their classmates and afterwards share their experiences at the end of term assembly, to which parents are invited.

The application requests a total of £6,600 to contribute towards the cost of air flights and transfer to Aberdeen Airport. Accommodation and food will be covered by Clermont-Ferrand as per the normal twinning arrangement. Other funding will be sought from the Franco-Scottish Society, fund-raising events at the School and sponsorship is being sought from the Total and other companies with business interests in France. A full break-down of costs has been given below.

Expenditure	
Flights	£6,420
Mini Bus Aberdeen Airport	£180
Accommodation	£3,500
Food Costs	£2,530
Transport in Clermont-Ferrand	£600
Total	£13,230
Income	
Other sources of income	£6,630
Total	£6,630
Expenditure-Income	13,230-6,630
Total Applying For	£6,600

ii) Contribution towards the inward visit of speakers and school pupils from Clermont-Ferrand and Regensburg to participate in a two day conference on 'The Impact of the Great War on Aberdeen & its Twin Cities', Aberdeen, 26th to 29th March 2014.

A recent funding application to 'Europe for Citizens' Town Twinning', European Commission submitted jointly by the International Partnerships Officer and External Funding team was successful. This is a great achievement as it is the first time European Funding has been obtained for a town twinning meeting. Only two cities in the UK were awarded funding from the 'Europe for Citizens' Town Twinning'.

The maximum of 5,000 Euros (around £4,200) was granted to Aberdeen City Council to hold a conference on the project title 'The Impact of the Great War on Aberdeen & its Twin Cities'. As the funding is for European cities, it means only Clermont-Ferrand and Regensburg can participate and this was confirmed by discussions with the European Commission.

The visitors from our two European twin cities will arrive on Wednesday 26th March 2014 and there will be a Conference on Thursday 27th March and Young Peoples' Discussion and Scottish Night on the Friday 28th March. The visitors would depart Saturday 29th March. The visitors would be a mixture of school pupils, accompanied by teachers and 2-3 speakers from each city.

The Conference will entail speakers from Aberdeen, Clermont-Ferrand and Regensburg. The speakers from each city will be there to present about how the impact of the Great War affected their particular city and country. We are still awaiting confirmation on the speakers from Clermont-Ferrand and Regensburg but speakers from Aberdeen have already been confirmed and will include The Gordon Highlanders Museum, University of Aberdeen and hopefully a prominent author on The Great War in Scotland. The afternoon conference will be aimed at

schools and an evening conference will be held for the general public and interest groups on the Thursday night.

On the Friday, in collaboration with Europe Direct, a Young Peoples' Discussion will take place where the young people from Clermont-Ferrand, Regensburg and Aberdeen will discuss The Great War, their cities and the future of Europe. Their discussion and questions will be lead by the speakers from the Conference. On the Friday night, in order to celebrate life, an entertainment evening will be organised with ceilidh music, dancing and poetry reading to create a lasting favourable image of Aberdeen and show us as a welcoming city proud of our heritage but also forward looking and vibrant.

During the Thursday and Friday a walking tour of Aberdeen throughout the Great War will be organised as well as appropriate museum tours such as The Gordon Highlanders or Aberdeen Maritime Museum.

From initial enquiries, there has been great support and interest from all three cities involved. This is a one-off Council Event to mark the centenary of The Great War which will reap benefits for everyone involved, prove an interesting learning experience and bring individual and organisations together and create new collaborations. The event will be heavily publicised, such as from The Great War supplement in the Press and Journal in order to make the event a success and attract as many people possible.

The application requests a total of £8,000 to contribute towards the cost of accommodation, food and transport for the visitors during their stay in Aberdeen. A contingency fund has been applied for in case of any unexpected costs which could be detrimental to the conference taking place, but it is not expected all the funding will be required. The twin cities will cover the cost of air flights to Aberdeen and the European Funding the venue costs and hospitality.

Expenditure	
Flights Clermont-Ferrand	£5,000
Flights Regensburg	£5,000
Food Costs	£3,175
Accommodation	£3,500
Conference Venues	£525
Hospitality	£700
Transport	£1,000
Scottish Entertainment	£1,800
Contingency	£1,500
Total	£22,200
Income	
Contribution by Participants	£10,000
Europe for Citizens	£4,200

Total	£14,200
Expenditure-Income	22,200-14,200
Total Applying For	<u>£8,000</u>

iii) Contribution towards the visit of a Bavarian Marching Band in the Christmas Parade, 23rd to 25th November 2013.

In the Summer Festival 2013, a traditional Bavarian music band participated in the Tartan Day celebrations and was well received by spectators. They performed in the Tartan Day Parade, throughout the day, the Lord Provost civic reception and also in the evening at venues across the city.

As the City Events organisers were impressed with the standard of playing and the twinning links with Regensburg were able to be promoted so publicly, another Bavarian marching band have been invited to participate in the annual Christmas Light Switch-On Parade which takes place Sunday 24th November. Depending on weather conditions, an estimated 15,000 to 20,000 spectators are expected to watch the Parade which provides an excellent platform for promoting the twinning links.

A maximum of 5 people from Regensburg have been invited to Aberdeen Saturday 23rd to Monday 25th November 2013. The application requests a total of £1,600 to cover the cost of food, accommodation and some transport whilst they're in Aberdeen. Regensburg will cover the cost of their air flights as per the normal twinning arrangement.

Expenditure	
Air Flights	£2,000
Food Costs	£500
Accommodation	£900
Local Transport	£200
Total	£3,600
Income	
Contribution by Participants	£2,000
Total	£2,000
Expenditure-Income	3,600-2,000
Total Applying For	<u>£1,600</u>

iv) Contribution towards the participation of a jazz group from Clermont-Ferrand to participate in the Aberdeen Jazz Festival, Aberdeen, 14th to 16th March 2014.

A professional seven piece jazz ensemble from Clermont-Ferrand has been invited to perform at the Aberdeen Jazz Festival from the 14th to 16th March 2014. This will be the first visiting jazz musicians from Clermont-Ferrand to Aberdeen since 2005 and its part of the reactivation of the jazz links following the visit of an Aberdeen Jazz Quartet to perform at 'Jazz en Tête' in October 2013.

The group from Clermont-Ferrand, 'PG Project', will perform a mixture of popular jazz at the Aberdeen Jazz Festival 2014. They will perform both at The Blue Lamp and at Jazz on the Green. This project will develop lasting links between musicians in both cities and encourage others to become involved in the twinning programme. Aberdeen jazz fans appreciate the international cooperation within twin city partnerships and will expose the public to a more diverse programme. During their visit to Aberdeen the organisers will also discuss future cooperation between this band and Aberdeen musicians.

In 2013 there was a commissioned joint project between Aberdeen jazz musicians and Trio Elf from Regensburg, who played at both twin cities. Furthermore Stavanger students were brought to Aberdeen to perform at the Festival. Through the participation of PG Project the jazz organisers will have reached out to collaborate with many of the twin cities to promote the strong partnerships and develop Aberdeen's vibrant music and culture scene.

The application requests a total of £4,380 to help support the cost of accommodation, food and transport for the Clermont-Ferrand group. Clermont-Ferrand will cover the cost of air flights and Jazz Scotland will contribute towards the cost of marketing.

Expenditure	
Air Travel	£2,450
Accommodation	£1,120
Musician Expenses	£760
Band Fee	£1,750
Fee Jazz Scotland	£450
Marketing & Promotion	£600
Total	£7,130
Income	
Contribution by Participants	£2,450
Other sources of income	£300
Total	£2,750
Expenditure-Income	7,130-2,750
Total Applying For	£4,380

v) **Contribution towards the visit of four Head Teachers from Clermont-Ferrand to meet with potential Aberdeen partner schools, 20th to 23rd November 2013.**

A request was received by Aberdeen City Council to help support the visit of four Head Teachers from Academie Clermont to Aberdeen. The Head Teachers will visit Aberdeen to further continue developing the on-going building of educational and schools links with local Aberdeen schools, both primary and secondary. This particular visit is aimed at Primary Schools.

The visiting Head Teachers are from the following schools:

- George Sand
- Albert Bayet
- Charles Perrault
- Jules Ferry

The International Partnerships Officer has been working with these Head Teachers to seek a partner school in Aberdeen. During their visit to Aberdeen the French Head Teachers will undertake meetings with the interested potential partner schools the International Partnerships Officer has found after making enquiries.

The Education Department is supportive of encouraging the uptake of potential French links, given the excellent learning experience for children currently learning French within Primary schools and the 1+2 Language Strategy which would see French being taught in P6 & P7.

The French visitors have been awarded a subsidy to help them visit Aberdeen, but the subsidy is not enough to cover the cost of their accommodation which is why they have asked Aberdeen City Council to assist. They have asked for a host teacher stay in which the Aberdeen City Council Officers are trying to accommodate, but in the case this cannot be provided for hotel accommodation has to be looked into as a back-up.

The application requests a total of £900 to assist towards the cost of accommodation by the French delegation in the case a host teacher stay cannot be found. The French delegation are meeting all other costs involved in the visit.

Expenditure	
Air Flights	£4,000
Food Costs	£360
Accommodation	£900
Total	£5,260
Income	
Contribution by Participants	£4,360

Total	£4,360
Expenditure-Income	5,260-4,360
Total Applying For	<u>£900</u>

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	Enterprise, Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Strategic Hydrogen Programme
REPORT NUMBER:	EPI/13/208
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1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to request committee approval for participation in the projects identified within this report.
- 1.2 At the meeting of Enterprise Planning and Infrastructure on 15 November 2011 officers were given approval to seek external funding to deliver the HyTransit and HyTrEc projects. External funding for these projects was secured and the projects were then given full approval for delivery by Full Council at their meeting on 20 January 2012. that same report (Strategic European Hydrogen Transport Projects) at 5.5 it was stated that “When these two projects come to fruition, this will activate phase 2 of the project which will develop a network of filling stations which will be required to meet the demand of the buses. The strategy here is for commercial production and delivery of green hydrogen generated for renewable energy as a by-product.”
- 1.3 This report puts forward a Strategic Hydrogen Programme of projects which are designed to demonstrate and deploy the most innovative of hydrogen technologies in the area as instructed by Full Council in January 2012.

2. RECOMMENDATION(S)

- 2.1 It is recommended that Committee approves:
 - 2.1.1 That ACC participate and lead the bus feasibility study project with the seven cities if they agree to work in partnership. Failing that, that ACC develop a new partnership to undertake this project. This includes a contribution from ACC of up to £10,000 from existing service budgets.
 - 2.1.2 Travel costs for one officer to attend the Fuel Cell Hydrogen – Joint Undertaking (FCH-JU) workshop in Brussels on 5 November 2013 and the FCH-JU annual conference on the 13th of November.

- 2.1.3 ACC participation in the Hyacinth Project
- 2.1.4 ACC participation in the ACHES project, subject to securing additional external funding.
- 2.1.5 Travel for an Officer to be nominated by the Director EP&I to Hydrogenics established Hydrogen fuelling stations in the California, Canada and Belgium to finalise scope and design of station to be built in Aberdeen for the ACHES project
- 2.1.6 ACC to participate in the HESTON project, subject to securing additional external funding. .
- 2.1.7 The proposed delivery mechanism attached at appendix 1.
- 2.1.8 Travel costs for two officers, Director of EP&I plus Council Leader to launch the Smart Aberdeen 2020 documents in Scotland House, Brussels, on 27th November 2013.

3. FINANCIAL IMPLICATIONS

- 3.1 With a grant of €1.2m being made available from the FCH-JU it is anticipated that only a share of project management and administrative support costs would be required for the bus feasibility study project. Match funding of up to £10,000 is therefore necessary to cover these costs and would be met from existing service budgets (EU Projects).
- 3.2 Attendance at the FCH-JU Financial Claims Workshop and their annual conference would require travel and accommodation costs for one officer. This would cost up to £750 and would be met from existing service budgets (EU Projects).
- 3.3 With a grant of €814,340 for the partnership the match funding required from ACC is €4,576. At 02 October the official journal lists the exchange rate as €1=£0.83410. Therefore match funding of £3,817 is required and can be met from existing service budgets (EU Projects) to participate in the Hyacinth project.
- 3.4 Travel costs to finalise scope and design works of the hydrogen fuelling station for the ACHES project would require travel and accommodation costs for one officer. This would cost approximately £2,500 for the life time of the project and will be met from current service budgets (EU Projects)
- 3.5 Travel costs for Director of EP&I and ACC Leader and two officers to go to Brussels for the Smart Aberdeen 2020 launch. Anticipated costs of up to £1250 which will be met from within existing service budgets (EU projects).

4. OTHER IMPLICATIONS

- 4.1 Where there are any legal documents to be signed then Corporate Governance will be fully engaged to ensure that we are in full agreement with the legal obligations which we commit to.
- 4.2 Updates will be provided to committee on the progress of projects which have been fully approved.

5. BACKGROUND/MAIN ISSUES

Following on from the decision of Full Council on 20 January 2012 to develop a network of green hydrogen re-fuelling stations officers have worked to develop a programme of projects which can be delivered in a strategic manner and build upon the existing Hydrogen Framework Strategy launched in 2013.

Policy at EU, National and now Local level all indicate that Hydrogen can play a key role in decarbonising transport, but also for developing a sustainable low carbon economy. Policy alone will not lead to the commercial viability of innovative technologies and so it is vital that these are deployed to test their commercial viability and encourage private investment.

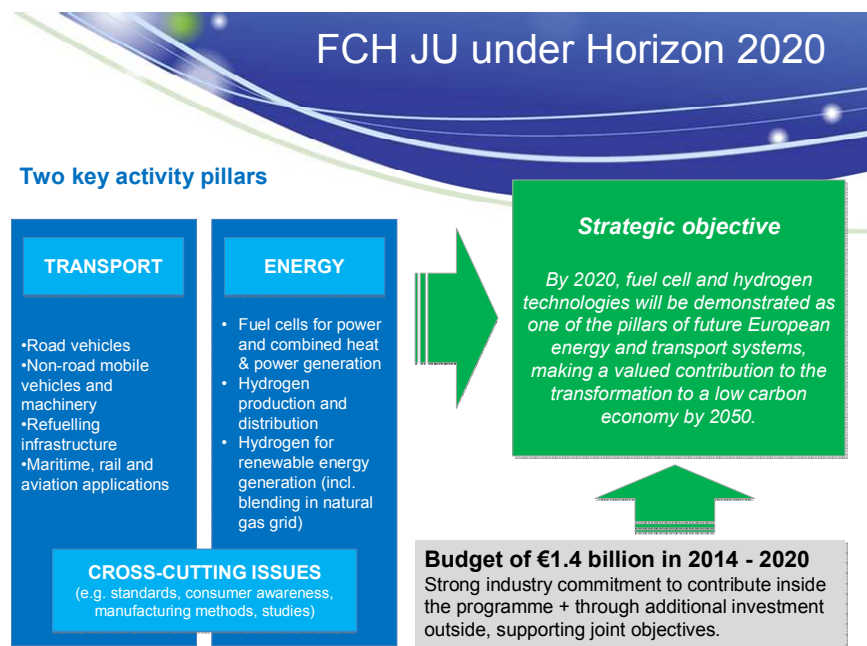
As one of the leading EU cities, Aberdeen is now well positioned to go on and become the leading region on the deployment of hydrogen technology. The potential growth of the market will depend upon industry investment and they have made it clear that they will be looking for testing grounds for fleets of vehicles.

5.1 Bus Feasibility Study

- 5.1.1 On 12 September 2013 at a meeting of the Scottish Cities Alliance (SCA) in Aberdeen, the Fuel Cell Hydrogen – Joint undertaking (FCH-JU) put forward an offer of €1.2m to the SCA to undertake a detailed feasibility study project to determine the viability of 100 hydrogen fuelled buses being deployed within Scotland's Cities. This would cover the total costs of the project with no Council funding required. Such a feasibility study is integral to scaling up number of buses which will be arriving in the City in the near future.
- 5.1.2 It is proposed that Aberdeen City Council takes the lead on this project should the SCA agree to work together. Should the SCA governance structure reject the proposal then it is proposed that Aberdeen City Council leads a transnational consortia with partners who have already been expressing an interest to be part of such a project. THE FCH-JU are looking for a detailed feasibility study which will identify the most suitable mix of low carbon transport solutions within cities. It is essential that the study outlines the commercial viability of these solutions so that there is a clear plan of how low carbon transport solutions can be fully integrated in cities across Europe. Aberdeen has been identified by the FCH-JU due to the ongoing work in the City to

date which has seen it emerge as a leading EU city.

5.1.3 The project would require only staff time to be input into the project, with the costs of this recoverable from the FCH-JU programme. It is planned to recruit as project manager and admin assistant through the Scottish Cities Alliance, or a consortia, with each partner making a financial contribution towards this cost. Total cost to ACC would be £10,000 and would be met from existing service budgets. This feasibility study will help to shape future projects within the Horizon 2020 programme to be launched next year. The FCH JU has outlined their vision for where future funding will be allocated from Horizon 2020 and this is well aligned to Aberdeen City Council priorities.



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5.2 FCH-JU Financial Claims Workshop

5.2.1 On 5 November 2013 there is a free workshop being hosted by the FCH-JU which will explain to attendees the requirements for submitting financial claims to receive grants. This workshop will help to ensure that attendees are clear about the audit requirements and that claims are error free and that no grant is lost due to error with the claims. ACC will be required to submit claims to the FCH-JU for the HyTransit project, and also the bus feasibility study project if committee approval is given.

5.3 Hydrogen Acceptance in the Transition Phase (HYACINTH)

- 5.3.1 At EPI Committee on 21 May 2013 (EPI/13/019) approval in principle was given for ACC to participate in the HYACINTH project subject to a further report for full approval once funding was confirmed.
- 5.3.2 This project is now in the negotiation phase with the funding body to ensure that all parties are in agreement over the project objectives, timescales and costs. The project aim is to gather and understand public attitudes and perceptions and levels of acceptance of hydrogen technologies at two main levels (country-level and project level) in various EU countries. The project assumes, as shown by social research on energy technologies, that public attitudes towards a general technology might be fundamentally different from attitudes towards specific developments.
- 5.3.3 The total costs for Aberdeen City Council will be €42,240. The FCH-JU will provide a grant to ACC of €37,664. The remaining contribution of €4,576 will come from existing service budgets (EU projects).
- 5.3.4 This project will play a key role in ensuring that future deployment projects are more aware of the issues of public perception and better placed to increase the understanding of the impact and benefits of the projects for businesses and citizens, and how to communicate these messages.

5.4 Aberdeen City Hydrogen Energy Storage Project (ACHES)

- 5.4.1 In line with the direction given from Full Council on 20 January 2012 to develop a network of green hydrogen filling stations, officers have developed a project which would see the generation of green hydrogen from renewable sources, providing refuelling at 700 and 350 bar.
- 5.4.2 This project looks to demonstrate the commercial viability of this innovative technology. In addition there will be a strong focus on supporting local SMEs to develop products and services which can take advantage of the deployment of the technology here in Aberdeen.
- 5.4.3 Discussions with Toyota and Hyundai have indicated that they would be interested in deploying a fleet of vehicles in the UK, but would need to find an area which has a sufficient refuelling network in place. This type of project would help to attract large industry to the area.

5.5 Hydrogen Energy Station in Aberdeen (Heston)

- 5.5.1 The Heston project is being developed in a transnational consortium led by Logan Energy from Edinburgh. Again, this project follows up from direction provided by Full Council on 20 January 2012 to develop a network of green hydrogen filling stations.
- 5.5.2 The overall objective of the HESTON project is to provide a step change in the volume of biogas based hydrogen production in Europe, by combining Europe's molten carbonate fuel cell with innovative gas clean-up techniques, to create green hydrogen, electricity and heat. In

doing so, the project will demonstrate a route to large scale green hydrogen production which is economically favourable and technically robust.

5.5.3 Project partners want to test this approach in Aberdeen because it is seen as the leading EU City for large scale demonstration projects where industry is actively involved.

5.5.4 The project will deploy Europe's largest fuel cell, with 1.4MW of electrical capacity, and directly contributing towards the target of 100MW installed by 2015. The unit has the potential to meet the 2015 cost target of €1500-€2500/kW

5.5.5 The Hydrogen project is estimated to have a total cost of €18.3m. There are 12 partners in total within this project from across Europe, with Logan Energy from Edinburgh leading the project as co-coordinator. €9.54m will come from the FCH JU Programme. This leaves a balance of €8.76m to be sourced from partners and other sources of funding. Once other sources of funding have been explored a more detailed report will come to committee with a request for any approval of required match funding.

5.6 Proposed Delivery Mechanism of Strategic Hydrogen Programme

5.6.1 In order to deliver the future projects, it will be important to ensure that the overall Hydrogen Programme has the required Governance and operational structures to ensure a streamlined and efficient approach to the overall programme rather than what could appear to be a plethora of unrelated projects with duplicated structures. This is consistent with other complex programmes, such as the Accelerate Aberdeen Digital Programme. The Delivery structure recommended is in Appendix 1.

5.6.2 This structure is designed to ensure that there is a consistent approach to the management of the programme and that all projects feed into the same management structure and that a strategic approach is evident and ensure efficiency within all projects.

5.7 Launch of Smart Aberdeen 2020 Documents

5.7.1 Officers have prepared and published documents which promote the work of Aberdeen City Council which relates to the EU2020 objectives. This was developed to showcase the area on the EU level and to help position the region for accessing future funds.

5.7.2 As the 2014-2020 funding programme is now approaching we have a window of opportunity to launch these documents officially in Brussels and ensure that we are seen as one of Europe's leading local authorities and that the European Commission are aware of our previous performance as well as our priorities for the future.

5.7.3 With the support of Scotland Europa (Brussels Office) and Scottish Government, we have been given the opportunity to launch these documents in Brussels at a stakeholder event.

6. IMPACT

6.1 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.

6.2 Human Rights/Equalities/Diversity
European Policy is consistent with the Equal Opportunities Policy of the Council.

6.2 Sustainability
Aberdeen City Council has a clear contribution to make to sustainable development with an emphasis on enhances productivity through improved resource efficiency, new business opportunities in the developing market for sustainable technologies and delivering better and more efficient Council services. By attending these events, it will give us the opportunity to look at the possibilities of best practice and drawing down more funds from EU programmes to raise the quality of life through increasing economic opportunity for all on a socially and environmentally sustainable basis.

6.3 Environmental
European activities are implemented in line with the aim of achieving a quality and sustainable environment.

6.4 Social
The principles of Social inclusion underpin European cohesion policy.

6.5 Economic
European representation and inter-regional networking contributes to the City's overall effort to maximize opportunities and to promote its interests, both at home and overseas with the aim of creating a vibrant and sustainable economy.

7 Risk Management

7.1 All projects will have risk assessments undertaken prior to commencing as required by internal audit. Transnational partnership projects require detailed risk assessments as part of the application, however these focus on risk to the partnership and project rather than risk to the individual partners which must also be considered and recorded on file.

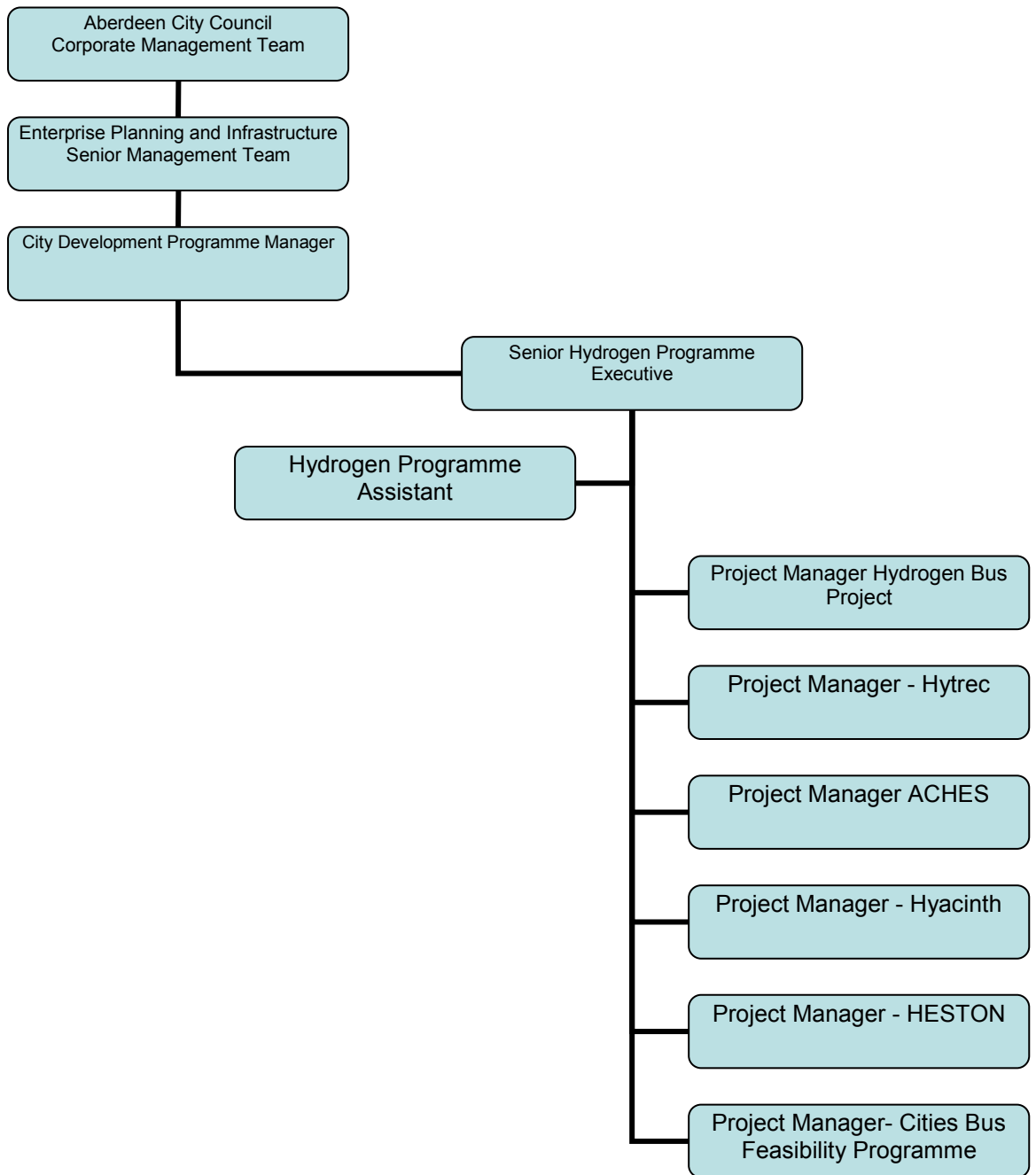
7.2 PRINCE II project principles will be followed, and this will ensure a consistent approach to risk management which is fully compliant with ACC existing policy.

8. REPORT AUTHOR DETAILS

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Appendix 1



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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development
REPORT NUMBER:	EPI/13/178

1. PURPOSE OF REPORT

- 1.1. The Development Management Sub-Committee at its meeting on the 8th of November (2012) considered an application for 81 units at Friarsfield Road, Cults (this site will be developed to the extent of 280 units as per the Local Development Plan). The Sub-Committee discussed the affordable housing allocation for the site and the overall affordable housing policy.
- 1.2. The Sub-Committee approved the application and also made a number of further recommendations, one of which was “that a report be presented on the policy of 25% affordable housing provision and when it is appropriate for the planning authority to accept a commuted payment, and the calculation of that payment to maximise affordable housing provision in the City.” A commuted payment is a financial contribution made in lieu of providing affordable homes as a part of the housing development proposed.
- 1.3. Subsequent reports (EPI/12/277 on 22 January 2013 and EPI/13/093 on 21 May 2013) set out the issues around affordable housing and commuted payments and sought agreement for officers 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.
- 1.4. This report summarises the results of this consultation and makes recommendations on the role of commuted payments.

2. RECOMMENDATION(S)

- 2.1. It is recommended that the Committee agree:
 - a) Not to implement the change in the methodology for calculating commuted sums at this time, but for officers to continue to investigate

the potential of a change in the methodology and give detailed consideration to the consultation responses.

- b) Work with officers in Housing and Legal to incorporate target prices for affordable units to be incorporated within legal agreements and monitor the effects of this approach.
- c) Report back to this Committee March 2014 with an up-date on progress of recommendation b) and responses to comments from recommendation a).

3. FINANCIAL IMPLICATIONS

- 3.1. There will potentially be a financial implication resulting from this report related to legal advice. This cost will be met through the existing Local Development Plan Budget.

4. OTHER IMPLICATIONS

- 4.1. There are no other implications resulting from this report.

5. BACKGROUND/MAIN ISSUES

- 5.1. The Aberdeen Local Development Plan contains a policy that requires new housing developments of 5 units or more to contribute no less than 25% of the total number of units as affordable housing. Further guidance on the provision of affordable housing from new development is available in Supplementary Guidance, available at: <http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=31814&SID=14394>. This is consistent with guidance set out in PAN 2/2010. The Supplementary Guidance details that for developments of 20 units or more the provision will be expected to be delivered on-site. This approach helps to deliver mixed communities, assist in the eradication of existing concentrations of deprivation and create more sustainable communities where there is a range of housing opportunities. This provides support for individuals and families and supports them as they age, as their household size changes and as their income increases or decreases. Another benefit is providing Registered Social Landlords (RSLs) with land or property to deliver affordable housing. At present RSLs do not hold extensive land banks in Aberdeen City and without land in the control of RSLs there are limited sites where affordable housing can be delivered when funding is available.
- 5.2. Within the current Aberdeen Local Development Plan Policy there is an allowance for a commuted payment, but this should only be considered for smaller developments (less than 20 units). The current methodology is to apply a standard payment of £25,000 per house, which is a figure consistent across the Aberdeen Housing Market Area (the Aberdeen Housing Market Area covers Aberdeen and the surrounding areas of Aberdeenshire).

- 5.3. There are difficulties in the delivery of affordable housing on-site, as discussed in the previous report, related to the level and overall amount of funding available. With the difficulties in the delivery of housing on-site the simple £25,000 commuted payment is an easier way for a developer to meet the requirements of the policy and there is the incentive that, depending on the location, there could be significant gains in providing more private housing on-site instead of affordable housing. It should be noted, however, that in some instances there are benefits to a developer of providing on-site affordable housing, especially in the early phases as there will be a guaranteed buyer for a set number of units and this may help to finance some of the early infrastructure investment.

Consultation on Proposed Methodology

- 5.4. Consultation was undertaken on a proposed formula to calculate and then negotiate payments on a case by case basis. The proposal would link the payment to the increase in land value that would be generated by the substitution of affordable housing with private housing. **Appendix 1** provides more detail on the proposed methodology.
- 5.5. Responses were received from Homes for Scotland, Stewart Milne Homes, CALA Homes (East) Ltd., Barratt North Scotland, Churchill Homes, CHAP Homes Ltd. and Aberdeenshire Council's Affordable Housing Forum. Full copies of all responses are contained in **Appendix 2**.
- 5.6. A summary of the issues raised were:

5.6.1 Stewart Milne Homes

Stewart Milne Homes objected to the proposed change to the methodology for commuted sums in lieu of on-site affordable housing. They believe the current approach to arriving at the value of the commuted sum based on comparable evidence is the correct way in which to value such monies. They state that the contribution should be based on the cost of land for affordable housing. They also state there has been no change in policy which has provided a need to change the methodology in arriving at such sums. However, they accept that the figure should be reviewed on a regular basis based on evidence of affordable housing land purchase transactions, as suggested by Supplementary Guidance on Affordable Housing. Stewart Milne Homes also suggest that the 'proposed tax' based on the formula proposed will only frustrate the delivery of both affordable and mainstream housing at a time supply is critical in the north east to meet demand and secure the economic viability of the area. They further this by stating that the Council are being contradictory in what they are seeking to achieve, as the Council wish to be flexible and secure additional commuted sums to help deliver affordable homes

but are seeking to implement a tax that will slow down the delivery of housing.

Stewart Milne Homes are also dismayed at the way in which the consultation has been carried out as it is disappointing that this policy change is being brought forward when it contradicts the recommendations of the City's Affordable Housing Forum (which Stewart Milne Homes is a member of).

5.6.2 Homes for Scotland, CALA Homes (East) Ltd. and Barratt North Scotland

Homes for Scotland, CALA Homes (East) Ltd. and Barratt North Scotland oppose the proposed alteration to the current approach to the valuation of commuted sums for affordable housing on the grounds that:

- i) In the absence of any relevant supervening change in law, policy or economic circumstance, the development industry is entitled to expect that the current approach will remain in place during the life of the Aberdeen Local Development Plan (2012), and
- ii) The proposed 'site by site' formula is unworkable and that it has the potential to set the value of the commuted sum at a level that is greater than the difference between the open market and affordable housing residual land values, it would constitute an unlawful 'tax' on housing development.

Homes for Scotland, CALA Homes (East) Ltd. and Barratt North Scotland would be prepared to endorse an amendment to the adopted statutory guidance which directed that the annual review of the standard sum should be carried out on an upward only basis. This would provide certainty over the life of the current plan that the commuted sum would not fall below its current level of £25,000 per unit. They also welcome the opportunity to assist the Council in setting out a reasoned justification for the introduction of a policy change at this point in time.

Homes for Scotland, CALA Homes (East) Ltd. and Barratt North Scotland propose that paragraph 2.1 of the existing Supplementary Guidance is amended so that the following sentences are removed:

'Committed sums will be negotiated between the developer and the Council. The figure for committed sums is set by the Council, and the figure per plot is currently £25,000 (as of August 2010). This figure is subject to change and the figure is reviewed annually. Any changes will be consulted on and published in advance of implementation on the Council's website.'

and replaced with the following:

'Commuted sums will be initially calculated on a fixed contribution per unit basis (currently £25,000) and thereafter reviewed by the Council annually on an upwards only basis following consultation with the house building industry by reference of appropriate comparison evidence of sale prices of development land for the average price for affordable housing within the development land for the average price for affordable housing within the Aberdeen Housing Market Area or, in the absence of such evidence, the residual land value method set out in the relevant edition of the RICS Guidance Note, Scotland on the 'Valuation of land for affordable housing'. In the absence of agreement as regards the appropriateness or availability of the available comparison evidence or, as the case may be, the assessment of the average residual land value, the Council will refer the matter to an independent expert for final and binding determination.

The date of the annual review shall be fixed by reference to the month (currently August) on which the commuted sum for the preceding year was agreed or, as the case may be, determined. The figure fixed for the preceding year shall continue to be the relevant figure for the purposes of the application of Policy H5 until such time as the reviewed figure has been agreed or, as the case may be, determined.

The reviewed figure will be published on the Council's website.'

Homes for Scotland, CALA Homes (East) Ltd. and Barratt North Scotland ask the Council to reject the proposed alterations pending the next review of the local development plan because no valid reasons have been put forward, contrary to national and local planning policy and the advice set out in the Chief Planners letter of 15 March 2010. Furthermore, it would 'stifle the delivery of housing development...leading to house price inflation'. They also ask that the modifications proposed above are approved.

In supporting the proposal for the mixed use of on-site and commuted sum provision, it is assumed that the method of valuation would continue to be based on the current approach whereby the value of the standard sum is calculated by reference to the average price that an affordable housing provider would pay for land for affordable housing (currently £25,000). Homes for Scotland, CALA Homes (East) Ltd. and Barratt North Scotland believe mixed use on-site and commuted sum provision would improve the delivery of both mainstream and affordable housing. They suggest there is merit if complete flexibility were to be introduced into the guidance whereby a developer was permitted to deliver the 25% policy requirement entirely in the form of a commuted sum in circumstances where it was known that no Housing Association Grant funding would be available.

5.6.3 Churchill Homes

Churchill Homes think the proposed change is inappropriate, unlawful and will make the already difficult process of delivering housing impossible. It would also make the viability of developments questionable and not fundable. Churchill Homes' understanding is that the process would remain the same throughout the existence of the adopted Local Development Plan.

Churchill Homes thinks that the methodology appears to have been written with larger sites in mind because affordable housing is inappropriate on smaller sites with large housing plots. This is because of the small size of affordable unit plots.

Churchill Homes are of the mind that the proposed change of methodology is unworkable and requires major change because the 0.33 proportion is 'unjustified' and is a figure at the top end of the market and does not apply to the majority of sites. The proposed change to the methodology 'focuses on the selling price' of properties. Churchill Homes sees this as a means of increasing revenue to the Council to supplement the reduction of grant funding received from the Government which does not comply with the Plan, Supplementary Guidance or PAN 2/2010. The proposal for negotiation to be based on concluded missives will be unacceptable to most developers and all landowners.

Churchill Homes are of the mind that the current methodology reflects the value of a commuted sum and should not be amended.

Churchill Homes are of the opinion that a mix of on-site delivery of affordable housing and commuted payments has merit on sites of 20 or more units. If it were possible to allow this amendment without changing the methodology, then the proposed mix of provision should be conditional – the overall cost to the developer should not change. There are extreme impacts of this policy on smaller developments which will have a profound impact on their viability.

5.6.4 CHAP Homes Ltd.

CHAP Homes Ltd do not think it is appropriate to link the value of the commuted sum payment to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement. They think the commuted sum payment should be linked to the provision of affordable housing.

CHAP Homes Ltd are of the mind that the existing system has been very successful for many years and believe an annual review of the sum is more appropriate and practical than a review of methodology. They think this would allow flexibility to adjust to changing situations.

CHAP Homes Ltd. believe that a mix of on-site delivery and commuted sum payments will help improve the overall delivery of affordable housing. It will allow cross subsidy to deliver probably less than 25% but with reduced public contribution.

CHAP Homes Ltd. wish to object to the proposal and would urge the Council to acknowledge comments from the industry as put forward by Homes for Scotland (please see above).

5.6.5 Aberdeenshire Council's Affordable Housing Forum

Aberdeenshire's Affordable Housing Forum agree that a review of the methodology is appropriate, however the proposal appears complex and would likely require additional resources to facilitate. They feel that a more flexible and pragmatic approach is required and suggest the approach be transparent, provide a degree of certainty for developers as well as being efficient to manage and implement. However, to allow a mix of on-site delivery and commuted payments it is felt that this is an appropriate option to assist in the delivery of affordable housing.

Evaluation

- 5.7. The consultation responses all make reference to difficulties that the implementation of this policy will cause. It is suggested that to increase the commuted payment to the levels that would be generated through the proposed methodology would be unviable. The responses from developers state that the current figure of £25,000 is based on comparison evidence of what affordable housing providers are actually paying for sites and that this figure should be retained. It has also been made abundantly clear that Homes for Scotland would consider instigating judicial review should the Council press ahead with the proposed changes. That could ultimately impact not just on the Supplementary Guidance, but also potentially the adoption of the new Local Development Plan should the Council wish to pursue this approach through that Plan. Through consultation it has been suggested that the proposed approach will delay and in some cases stop development. The impact of policy on the viability of development and delay of development is of concern as new housing in Aberdeen is essential for the economy. The proposed methodology does allow for negotiation on the payment where it impacts on development viability, but there may be delays during the negotiation and the lack of certainty may cause difficulties for some developments.
- 5.8. There has been an alternative suggested in some responses. This alternative would be to maintain the standard commuted payment, but review this figure annually, and only review the figure upwards. This option would retain clarity in the approach ensuring that legal agreements are not delayed. This approach could be prepared in agreement with developers avoiding impact on development viability. It

is suggested that if this approach is taken forward discussions are held to gather evidence on which to base a standard payment. This option would not reflect differences across sites.

- 5.9. There are positives and negatives with both approaches and the consultation has raised some concerns with the legality of such an approach. In light of the responses received it is recommended that more time is given to consider the issues including obtaining legal advice. In the interim it is recommended that a clause be inserted into legal agreements to ensure that units or land would be offered to an RSL at a value that is equivalent to the end use as an affordable house. This will ensure that where the Council decides that affordable housing is to be incorporated into a development that an RSL will be in a position to afford to deliver affordable housing. This approach ensures that developers meet their obligations and that the Council can make progress towards delivering much needed affordable homes.

6. IMPACT

- 6.1 This Report is focused on ways that we can maximise the delivery of affordable housing and sustainable mixed communities. This has a direct link to the high-level priority in the 5 Year Business Plan 2013/14 – 2017/18 to “improve access to affordable housing in both the social rented and private sectors, by supporting first time buyers, regenerating areas within the city and by working with developers to maximise the effective use of planning gain contributions.” This would also support priorities under Smarter Living to reduce levels of inequality and meet national targets on homelessness.
- 6.2 This report is seeking agreement to undertake further work and consultation and there is no impact on equalities and human rights resulting from this report.

7. BACKGROUND PAPERS

Supplementary Guidance: Affordable Housing:

<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=31814&sID=14394>

8. REPORT AUTHOR DETAILS

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Appendix 1: Proposed Methodology

In calculating commuted payments the payment will be equivalent to the increase in the residual land value gained by substituting private housing for sale at the open market value in lieu of the affordable housing proposed. The use of commuted payments should be limited, but in the case that a commuted payment is acceptable it will be negotiated between the developer / land owner and the Council using this principle. The preferred method for agreeing payments will be to share the concluded missives in confidence to determine the gain in land value. Where concluded missives can not be shared the assumption will be that the area of land required for affordable housing will have nil value.

In calculating the commuted payment, and the starting point for negotiation, the following formula will be used.

a = the number of private development houses for sale, gained in lieu of the affordable housing proposed.

b = the mean (weighted average) current selling price for the mix of private development houses for sale gained in lieu of the affordable housing proposed.

0.33 = an estimate of the residual land value

$(a \times b) \times 0.33 = \text{Commutated Payment.}$

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12th September 2013

If you have difficulty reading this document please contact Elaine Reid on 01467 628486

Dear Mr Harrington

Consultation on Commuted Payments in Lieu of Affordable Housing

Thank you for your letter regarding the above.

We welcome the further opportunity to provide feedback in terms of your proposals relating to revised methodology for calculating commuted payments in lieu of affordable housing.

As previously advised since Aberdeen City Council and Aberdeenshire Council share the Aberdeen Housing Market Area (AHMA), we would be happy to participate in future discussions to consider a joint approach to reviewing, assessing and potentially adopting a similar methodology for calculating commuted payments in lieu of affordable housing provision on site for the AHMA. We recognise that a different approach may well be required for the remaining part of Aberdeenshire Council area which is classed as the Rural Housing Market Area, as it is very different in terms of its character and activity.

At our Affordable Housing Forum meeting 11th September 2013 Aberdeen City's proposal was discussed. The Forum agreed that a review to the methodology was appropriate. However the general consensus was that the proposal appears to be quite complex and would likely require additional resources to facilitate such a proposal. The Forum felt that a more flexible and pragmatic approach would be required. This builds on our earlier response

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where we have suggested that any approach will require to be transparent, provide a degree of certainty to the development industry, as well as being efficient to manage and implement.


In terms of the proposal to allow for a mix of on-site delivery and commuted payments the Forum felt that this was an appropriate option to assist in the delivery of affordable housing.

I trust these comments are helpful but please feel free to contact me should you wish to discuss this further.

Yours sincerely

A handwritten signature in black ink that reads "Elaine Reid". The signature is written in a cursive, slightly slanted style.

Elaine Reid – Team Leader Affordable Housing
Strategic Planning & Delivery Team
Aberdeenshire Council



13 September 2013

Mr Daniel Harrington
Senior Planner
Aberdeen City Council
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CALA
HOMES

Commuted Payments in Lieu of Affordable Housing Consultation

Dear Mr Harrington,

Thank you for the opportunity to comment on the recent 'Commuted Payments in Lieu of Affordable Housing' consultation. Please find enclosed the representation on behalf of CALA Homes (East) Ltd.

We should be grateful if you would acknowledge safe receipt of this letter and the enclosed consultation response and confirm that the content of both will be taken into account by the Council when it takes its decision on whether or not to adopt the proposed alterations.

Yours sincerely,



Ross MacLennan
Land Buyer

CALA Homes (East) Ltd (CALA Homes)

Consultation Response to Aberdeen City Council's proposed variation to SG 5.1 Affordable Housing (March 2102)

In summary, CALA Homes oppose the proposed alteration to the current approach to the valuation of commuted sums for affordable housing on the grounds that:

- (i) as a matter of law, in the absence of any relevant supervening change in law, policy or economic circumstance, the development industry is entitled to expect that the current approach will remain in place during the life of the Aberdeen Local Development Plan (February 2012), and
- (ii) the proposed "site by site" formula is unworkable and to the extent that it has the potential to set the value of the commuted sum at a level that is greater than the difference between the open market and affordable housing residual land values that it purports to capture, it would constitute an unlawful "tax" on housing development within the Aberdeen housing market area.

For those reasons CALA Homes would ask the Council to reject the proposed alterations to the current approach to the valuation of commuted sums pending the next review of the local development plan.

As per the representation from Homes for Scotland, to assist the Council in reaching a decision to reject the subject proposals CALA Homes can confirm that they would be prepared to endorse an amendment to the adopted statutory guidance which directed that the annual review of the standard sum should be carried out on an upward only basis. This would provide the key stakeholders with the certainty over the life of the Aberdeen Local Development Plan (February 2012) that the commuted sum would not fall below its current level of £25,000 per unit. As anecdotal evidence suggests that the average price paid for land for affordable housing in the Aberdeen HMA has fallen since 2010 when the standard sum was last reviewed, CALA are of the view that this represents a significant concession.

So far as the proposed increased use of commuted sums payments in developments of 20 or more units is concerned, whilst CALA Homes are supportive of the increased flexibility that an amendment of that nature would provide, we are conscious too of the fact that the introduction of an amendment of that nature would also run contrary to the adopted statutory guidance. In the interests of consistency, therefore, CALA Homes, are of the view that unless valid reasons can be put forward by the Council to justify the introduction of this proposed change at this point in the life of the development plan, the guidance should remain in its current form until the Aberdeen Local Development Plan (February 2012) is itself reviewed.

The issue which CALA Homes has with the introduction of this otherwise worthwhile alteration is that no valid reasons have been put forward by the

Council to justify it. CALA Homes would, alongside Homes for Scotland, welcome the opportunity to assist the Council in setting out reasoned justification for the introduction of a policy change at this point in time. As we see it, this would require to be done as part of a further but limited standalone consultation exercise.

CALA Homes, as a member of Homes for Scotland, would wish to make it clear, however, that alongside the other members, the support for this "mixed use" of on-site and commuted sum provision is predicated on the assumption that the method of valuation would continue to be based on the current approach whereby the value of the standard sum is calculated by reference to the average price that an affordable housing provider would pay for land for affordable housing within the Aberdeen HMA.

In terms of the further detail of the consultation, Aberdeen City Council proposed several variations to the current position. They are:

Proposed Alteration 1 - the value of the commuted sum payment established by reference to a value that is equal to the amount that an affordable housing provider would need in order to purchase an equivalent site identified for affordable housing, as is the current policy position, its value should be established by reference to a value that is equal to the difference between that affordable housing value (which is to be assumed to be nil unless contractual evidence to the contrary is exhibited) and the value of an equivalent site identified for open market housing (which is to be assumed to be 33% of the mean estimated open market selling price for the mix of housing units that would be delivered on-site in lieu of the affordable housing units)

Proposed Alteration 2 - a standard sum for the Grampian housing market area that is reviewed annually, as is the current policy position, the value of the commuted sum payment should be agreed or, as the case may be, determined, on a site by site basis at the point when an application for planning permission is submitted, and

Proposed Alteration 3 - a requirement to provide 25% affordable housing units on-site in circumstances where the number of units authorised to be constructed is greater than 20, as is the current policy position, consideration should be given in pre-application discussions to the policy requirement being provided in the form of a mix of on-site affordable housing units and commuted sum payments.

In putting forward these proposed alterations for consultation, the Council has asked respondents to address the following questions, namely:

1. Is it appropriate to link the value of the commuted sum payment to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement?

2. If the answer to the first question is that it would be inappropriate to make that link, how might the method of valuing the commuted sum be otherwise amended to ensure that it "operates more fairly"?

3. Would the proposal to allow a mix of on-site delivery and commuted sum payments help improve the overall delivery of affordable housing?

The Council has confirmed that if these proposed alterations are approved (in whatever finalised form they may take) then ahead of formal adoption they will be notified to the Scottish Ministers in terms of Section 22 (6) of the Town and Country Planning (Scotland) Act 1997.

Response to the Questions

1. *Is it appropriate to link the value of the commuted sum payment to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement?*

No, it would not only be inappropriate but also unlawful for the Council to change the Statutory Guidance so that the value of the commuted sum payment was linked to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement. CALA Homes believe that this would be contrary to the doctrine of legitimate expectation, contrary to national and local planning policy and the advice set out in the Chief Planners letter of 15th March 2010, and illogical and to that extent unreasonable. Furthermore it is thought that the proposed formula is unworkable and if adopted would stifle the delivery of housing development across the Aberdeen HMA leading to house price inflation.

2. *If the answer to the first question is that it would be inappropriate make that link, how might the method of valuing the commuted sum be otherwise amended to ensure that it "operates more fairly"?*

To protect the value of the commuted sum after it had been first calculated or reviewed after a first calculation, it would be appropriate for the Approved Guidance to be amended so that it was made clear that if the figure were to be reviewed on an annual basis, it would be on an "upward only" basis. Indeed there might be some merit in simply adjusting the Approved Guidance so that it provides that the figure of £25,000 would be indexed over the life of the plan period by reference to increases in construction costs. In either case this would provide both the development industry, the Council and affordable housing providers with the certainty that is needed to underpin investment decisions.

Given that the evidence suggests that the value of land for affordable housing has actually fallen since the date of the last review in 2010, it follows that this proposal represents a significant concession on the part of the Grampian house building industry.

3. *Would the proposal to allow a mix of on-site delivery and commuted sum payments help improve the overall delivery of affordable housing?*

CALA Homes, as member of Homes for Scotland, see a great deal of merit in this proposal we believe it would improve the delivery of both mainstream and affordable housing.

Indeed CALA Homes would suggest that there would be a great deal of merit in the current housing market if complete flexibility were to be introduced into the Existing Guidance whereby a developer was permitted to deliver the headline 25% policy requirement entirely in the form of a commuted sum in circumstances where it was known at the point in time when an application was submitted that no HAG funding would be available.

However, CALA Homes, as a member of Homes for Scotland, is of the view that the Council would have to provide valid reasons for seeking to introduce the proposed "mixed delivery" option.

Proposed Changes to the Existing Guidance

Taking these points together and in order to address the queries in the consultation letter as regards (a) how the methodology might be amended to operate more fairly and (b) whether increased flexibility in the use of commuted sum payments might improve the overall deliverability of both mainstream and affordable housing, CALA Homes, as a member of Homes for Scotland, would recommend that whilst the existing approach to the valuation of commuted sum payments as set out in SG 5.1 should (and indeed must) remain, the remainder of the policy guidance would benefit from the following changes to its wording.

These proposed changes are set out as follows:

Paragraph 2.1 should be amended so that the following sentences are removed:

"Committed sums will be negotiated between the developer and the Council. The figure for committed sums is set by the Council, and the figure per plot is currently £25,000 (as of August 2010). This figure is subject to change and the figure is reviewed annually. Any changes will be consulted on and published in advance of implementation on the Council's website."

and replaced with the following:

"Committed sums will be initially calculated on a fixed contribution per unit basis (currently £25,000) and thereafter reviewed by the Council annually on an upward only basis following consultation with the house building industry by reference to appropriate comparison evidence of sale prices of development land for the average price for affordable housing within the Aberdeen Housing Market Area or, in the absence of such evidence, the residual land value method set out in the relevant edition of the RICS Guidance Note, Scotland on the "Valuation of land for affordable housing". In

the absence of agreement as regards the appropriateness or availability of the available comparison evidence or, as the case may be, the assessment of the average residual land value, the Council will refer the matter to an independent expert for final and binding determination.

The date of the annual review shall be fixed by reference to the month (currently August) on which the commuted sum for the preceding year was agreed or, as the case may be, determined. The figure fixed for the preceding year shall continue to be the relevant figure for the purposes of the application of Policy H5 until such time as the reviewed figure has been agreed or, as the case may be, determined.

The reviewed figure will be published on the Council's website."

The remaining paragraphs in SG 5.1 should be re-numbered accordingly.

Rejection of the Proposed Alterations

CALA Homes respectfully request that the Council rejects the Proposed Alterations and approves the modification to the wording of the Approved Guidance proposed in this response.

Daniel Harrington

From: William Burr <WBurr@chap.co.uk>
Sent: 13 September 2013 14:22
To: Daniel Harrington
Subject: Commuted payments

Daniel
Response to the consultation on commuted payments.

Question 1
No- It should be linked to the provision of affordable housing.

Question 2
The existing system has been very successful for many years. We believe an annual review of that sum is more appropriate and practical. This would allow flexibility to adjust to changing situations.

Question 3
Yes – this allows cross subsidy to deliver probably less than 25% but with reduced public contribution.

We wish to object to the proposal as put forward and would urge the Council to acknowledge comment from the industry as put forward by Homes for Scotland.

Bill Burr
Director



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Consultation on Commuted Payments in Lieu of Affordable Housing

Q1. Proposed Amendment to Methodology.

“Do you think this approach, linking the payment to the increase in land value, is appropriate or is there an alternative that you think is more appropriate?”

I do not think that this proposed change is appropriate; this will make the already very difficult process of delivering housing impossible. It is very difficult to imagine how S75's could be agreed. It is very likely that agreement between the parties will not be achievable and if it were and happens then it may be the case that the viability of such developments would be very questionable and not fundable. This proposal removes a corner stone to progress which is, “the certainty, consistency and speed” of the current process contained in Supplementary Guidance to the Aberdeen Local Development Plan. Fundamental to my understanding of the existing processes concerning affordable housing and commuted sums, I have maintained the reasonable expectation that apart from an annual review of the standard sum (£25,000 within Aberdeen) which subject to analysis, justification and agreement of the stakeholders would be amended to accord with current market conditions, the process would remain unaltered throughout the existence of the present adopted Aberdeen Local Plan.

Proposed Methodology

“In calculating commuted payments the payment will be equivalent to the increase in the residual land value gained by substituting private housing for sale at the open market value of the affordable housing proposed. The use of commuted payments should be limited, but in the case that a commuted payment is acceptable it will be negotiated between the developer/land owner and the Council using this principal. The preferred method for agreeing payments will be to share the concluded missives in confidence to determine the gain in land value. Where concluded missives can not be shared the assumption will be that the area of land required for affordable housing will have nil value”.

This proposed methodology appears to have been written with larger sites in the mind of the author. Where smaller sites are considered in the context of these proposals the problems become clearer especially in regard to their practical operation and apply to all sites. For example if a site for 6 houses were to be considered each with a plot area of say 1800 square meters. For 6 houses this requires $6 \times 0.25 = 1.5$ affordable homes. The industry has ample comparative evidence to show that it has been accepted by ACC planning, that an appropriate land take for an affordable house is circa 100sqm. Therefore it is straight away obvious that it would be inappropriate to locate affordable housing within this development. It is also worth noting that on the basis that the standard sum of £25,000 per affordable housing site at 100sqm is equivalent to £1,011,572.5/serviced acre which is

presently above the market value (remembering that the 100sqm site for an affordable house and could be established by the Council from their own records of the extent of land take for affordable housing). If under any circumstance the value of an affordable site would be nil then I would subscribe to the view that the house building industry in Scotland should go ahead and create its own RSL into which developers could pass their affordable sites into at nil value. As this organisation would be national then the Government would find it easier to deal with a single entity and said organisation would be likely to collect the majority of grant funding as it is likely that it would hold the greatest share of affordable housing land. The end result would be that the industry would own and control the provision of affordable housing. An added benefit would be that there would be a consistent specification to all AH throughout the country. The participants would receive a return on the basis of the extent of their input.

The idea of establishing residual land values may be fine as an idea but a very different prospect in reality. With all possible respect to the property valuer's fraternity this is not a science and is very open to and driven by opinion, objective and comparison. In the most recent years it has been clearly seen by the development industry that property values have been very driven by comparative values and the availability of funding and still is today. RLV's are dependent upon the anticipated selling prices of the properties being developed. It therefore follows that any scheme will require that it is designed for the requisite affordable provision and also designed on the basis of all private homes all adding another layer of uncertainty and guess work. It is also very inappropriate that developers are asked to open their business to scrutiny. The proposal that missives between developers and land owners, are to be scrutinised by the Council will be unacceptable to most developers and certainly most land owners. This will run the risk of seriously curtailing the availability of land for development.

"In calculating the commuted payment, and the starting point for negotiation, the following formula will be used".

$(a \times b) \times 0.33 = \text{Commutated Payment}$

Where

a = the number of private houses gained in lieu of the affordable houses on site

b = the average selling price of the private housing on site

0.33 = an estimated RLV

This is unworkable and at least requires major change. The 0.33 proportion is unjustified and may be a figure that prior to the banking crisis some developers may have been prepared to pay, which is at the extreme upper end of any range that may exist, this is a

symptom of the process that got the industry into the position that exists throughout the country today. Although in the most recent past as there was a lack of sufficient supply of housing land this brought about such extremes.

The following is an example of the unacceptability of this proposal in action.

If we assume a site has 4 houses then there is no Affordable house obligation. If we then assume that said site numbers are increased up to 6. This then implies that there is now an Affordable house obligation which is, $6 \times 25\% = 1.5$ AH's.

Now let's assume that these houses are to be sold at £1,200,000 each. This implies that;

$$a = 1.5$$

$$b = £1,200,000$$

$$\text{Therefore, Commuted payment} = 1.5 \times 1,200,000 \times 0.33 = £594,000$$

Therefore in this situation the commuted sum will go from £25,000 \times 1.5 = £37,500 up to £594,000. If for example the present requirement of the lending institutions is that any development must return a minimum 20% GROSS MARGIN. This implies that the GROSS MARGIN from 2.5 private houses would be required to meet the commuted payment. In accordance with PAM 2/2010 this means that the sum provided to purchase a serviced site suitable to build 1.5 affordable houses is £594,000 this example highlights the problems with this proposal? THE GROSS MARGIN DOES NOT ALLOW FOR THE OPERATING COSTS NOR THE FINANCING COSTS FOR THESE PROJECTS WHICH THE 20% GROSS MARGIN MUST ALSO MEET. Therefore when these costs are also taken into account the number of private houses required to meet the costs of the commuted payment for the affordable housing for such a site would make any such a site unviable. In this situation it would be better to build 4 homes, alternatively the present system for the calculation of commuted sums **WORKS**. Importantly it provides certainty, consistency and speed in the delivery of both private and affordable housing.

This proposed change to the methodology focuses on the selling price of the properties in a development. This is difficult to interpret in any other way other than to see this as means of increasing the revenue to the Council to supplement the reduction of grant funding received from the Government. This does not accord with the Local Development Plan, the Supplementary Guidance or PAN 2/2010.

Q2. "Do you think the calculation methodology fairly calculates the increase in land value between private housing and affordable housing? If not how should the methodology be amended?"

To be absolutely clear I am of the opinion that the existing methodology in regard to the standard sum of £25,000 per affordable unit, properly and correctly reflects the value of a

commuted sum and therefore should not be amended. The existing methodology was arrived at with the agreement of all parties particularly ACC after very considerable considerations and therefore now accords with the Aberdeen Local Development Plan, Supplementary Guidance and PAN 2/2010. I cannot see how these present proposals show any respect to this statutory guidance and unfortunately consider said proposal to be ill considered, unlawful and most importantly unworkable.

Mix of ON-site and Commuted payment.

Although I am of the opinion that this idea of a mix of on-site delivery of affordable housing (on sites of 20 or more) and commuted payments has merit. This degree of flexibility as I understand the matter is not provided for in PAN 2/2010 or the Supplementary Guidance. If it were possible to allow this amendment without opening up the methodology to wholesale change, that the present proposals would require then this proposed mix of provision should be conditional. The main one being that the overall cost to the developer should not change. If for example 50 affordables were required and were to be delivered as a mix of on site and commuted sums. The mix could be 25 affordable home serviced plots plus $25 \times £25,000 = £625,000$ in those proportions or any variation thereof. This commuted sum would have to be spent on the site that generated the payment. If the Council wanted completed homes then agreement between the Council and the developer as to the cost of provision of houses and therefore the number of completed homes always on the condition that the total cost to the developer did not increase from the cost of meeting the initial obligation.

Another example;

At the moment the commuted sum is £25,000. Let's assume that it costs £100,000 to produce an affordable unit "all in". Let's assume that a site has an allocation of 160 units. This would generate an affordable housing obligation of: $160 \times 25\% = 40$ units. Therefore the developer could build $£100,000 / £25,000 \times 40 = 10$ completed affordable houses.

Q3. "Do you think that allowing a mix of on-site delivery and commuted payments will improve the delivery of affordable housing on-site?"

If a proper, acceptable and workable solution can be agreed, then on the basis that neither the RSL's nor the LA's have any budgets to build AH's then the answer is obvious.

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13 September 2013

Dear Mr Harrington

**HOMES FOR SCOTLAND
ABERDEEN CITY COUNCIL
ABERDEEN LOCAL DEVELOPMENT PLAN
REPORT NUMBER: EPI/13/093: POLICY ON AFFORDABLE HOUSING
REQUIREMENTS FOR NEW DEVELOPMENT
CONSULTATION RESPONSE**

We refer to the above matter.

Please find enclosed our response on behalf of Homes for Scotland regarding the proposed alterations to the Council's adopted statutory guidance on the valuation and use of commuted sums for affordable housing.

In summary, its members oppose the proposed alteration to the current approach to the valuation of commute sums for affordable housing on the grounds that:

- (i) as a matter of law, in the absence of any relevant supervening change in law, policy or economic circumstance, the development industry is entitled to expect that the current approach will remain in place during the life of the Aberdeen Local Development Plan (February 2012), and
-) the proposed "site by site" formula is unworkable and to the extent that it has the potential to set the value of the commuted sum at a level that is greater than the difference between the open market and affordable housing residual land values that it purports to capture, it would constitute an unlawful "tax" on housing development within the Aberdeen housing market area.

For those reasons Homes for Scotland would ask the Council to reject the proposed alterations to the current approach to the valuation of commuted sums pending the next review of the local development plan.

So far as the proposed increased use of commuted sums payments in developments of 20 or more units is concerned, whilst Homes for Scotland's members are very supportive of the increased flexibility that an amendment of that nature would provide, it is conscious too of the fact that the introduction of an amendment of that nature

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would also run contrary to the adopted statutory guidance. In the interests of consistency, therefore, Homes for Scotland, are of the view that unless valid reasons can be put forward by the Council to justify the introduction of this proposed change at this point in the life of the development plan, the guidance should remain in its current form until the Aberdeen Local Development Plan (February 2012) is itself reviewed.

As our consultation response makes clear, the issue which Homes for Scotland has with the introduction of this otherwise worthwhile alteration is that no valid reasons have been put forward by the Council to justify it. Homes for Scotland would welcome the opportunity to assist the Council in setting out reasoned justification for the introduction of a policy change in relation to an increase in the use of commuted sum payments at this point time. As we see it, this would require to be done as part of a further but limited standalone consultation exercise.

Homes for Scotland would wish to make it clear, however, that their members' support for this "mixed use" of on-site and commuted sum provision is predicated on the assumption that the method of valuation would continue to be based on the current approach whereby the value of the standard sum is calculated by reference to the average price that an affordable housing provider would pay for land for affordable housing within the Aberdeen HMA.

We should be grateful if you would acknowledge safe receipt of this letter and the enclosed consultation response and confirm that the content of both will be taken into account by the Council when it takes its decision on whether or not to adopt the proposed alterations.

Finally we are also instructed to advise the Council that Homes for Scotland will reserve its position meantime regarding the instigation of judicial review proceedings in the event that the Council decides to reject its members' views and press ahead with the proposed changes.

We look forward to hearing from you.

Yours faithfully



DLA PIPER SCOTLAND LLP

Homes for Scotland

Consultation Response to Aberdeen City Council's ("the Council") proposed variation to SG 5.1 Affordable Housing (March 2102)

1. Introduction

- 1.1 Homes for Scotland have now had the opportunity to consult with its members regarding the alterations which the Council proposes to make to the subject statutory supplementary guidance.
- 1.2 In summary the proposed variations are that instead of having;
 - 1.2.1 the value of the commuted sum payment established by reference to a value that is equal to the amount that an affordable housing provider would need in order to purchase an equivalent site identified for affordable housing, as is the current policy position, its value should be established by reference to a value that is equal to the difference between that affordable housing value (which is to be assumed to be nil unless contractual evidence to the contrary is exhibited) and the value of an equivalent site identified for open market housing (which is to be assumed to be 33% of the mean estimated open market selling price for the mix of housing units that would be delivered on-site in lieu of the affordable housing units) ("Proposed Alteration 1")
 - 1.2.2 a standard sum for the Grampian housing market area that is reviewed annually, as is the current policy position, the value of the commuted sum payment should be agreed or, as the case may be, determined, on a site by site basis at the point when an application for planning permission is submitted ("Proposed Alteration 2"), and
 - 1.2.3 a requirement to provide 25% affordable housing units on-site in circumstances where the number of units authorised to be constructed is greater than 20, as is the current policy position, consideration should be given in pre-application discussions to the policy requirement being provided in the form of a mix of on-site affordable housing units and commuted sum payments (Proposed Alteration 3").
- 1.3 In putting forward these proposed alterations for consultation, the Council has asked respondents to address the following questions, namely:
 - 1.3.1 Is it appropriate to link the value of the commuted sum payment to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement?
 - 1.3.2 If the answer to the first question is that it would be inappropriate to make that link, how might the method of valuing the commuted sum be

otherwise amended to ensure that it "operates more fairly"?

1.3.3 Would the proposal to allow a mix of on-site delivery and commuted sum payments help improve the overall delivery of affordable housing?

1.4 The Council has confirmed that if these proposed alterations are approved (in whatever finalised form they may take) then ahead of formal adoption they will be notified to the Scottish Ministers in terms of Section 22 (6) of the Town and Country Planning (Scotland) Act 1997 .

2. Documents

2.1 In preparing this consultation response, Homes for Scotland has taken account of the planning policy and other advice contained in the following documents:

2.2 In chronological order in terms of publication these are:

- * Circular 1/2009: Development Planning (February 2009);
- * Chief Planner's Letter dated 28th October 2009;
- * Consultation on Calculating Commuted Sums for Affordable Housing;
- * Chief Planner's Summary of Comments regarding the said Consultation;
- * PAN 2/2010: Affordable Housing and Housing Land Audits (August 2010);
- * Chief Planner's Letter dated 15th March 2011;
- * Aberdeen City Council letter dated 1 November 2011 to the Scottish Government;
- * Policy H5 on Affordable Housing - Aberdeen Local Development Plan (February 2012)
- * Supplementary Guidance 5.1: Affordable Housing (March 2012)
- * Report to Enterprise Planning & Infrastructure Committee dated 22nd January 2013, and
- * Report to Enterprise Planning & Infrastructure Committee dated 21st May 2013

2.3 Before we address the issues raised by the questions which the Council has asked respondents to consider, Homes for Scotland would wish to remind the Council of the level of consultation which both it and the Scottish Government carried out on the issue of commuted sum valuation ahead of the Scottish Government's publication of PAN 2/2010: Affordable Housing and Housing Land Audits in August 2010 and the Council's subsequent adoption of its current supplementary guidance on affordable housing in March 2012.

3. Chief Planner's Letter dated 28th October 2009

2.1 Ahead of the publication of PAN 2/2010 in 2010 (and as part of the review of PAN 74) the Chief Planner wrote to Homes for Scotland, the Scottish Federation of Housing Associations, District Valuer Services and the Heads of Planning in October 2009 to seek their comments on "four options for the

appropriate basis on which to calculate commuted sums" (see PAN 2/2010 Consultation on Calculating Commuted Sums for Affordable Housing: Summary of Contents report published by the Scottish Government.)

2.2 These options were:

Option 1

"For the commuted sum to be equal to the *value of the land for affordable housing* of that part of the original site that would otherwise have been used for affordable housing if the planning authority had not determined that a commuted sum was acceptable (ie the amount required to allow an affordable housing provider to purchase an equivalent site identified for affordable housing elsewhere.)"

Option 2

"For the commuted sum to be equal to the *difference* between the value identified at Option 1 and the value of this land for market housing (ie the amount required to allow an affordable housing provider to purchase an equivalent site for housing on the open market.)"

Option 3

"For the commuted sum to be a standard sum set annually by the planning authority, being a typical or average sum calculated for the authority or housing market area as a whole, using one of the approaches [ie Option 1 or Option 2] set out above."

Option 4

"For the PAN to focus on planning advice and not to provide advice to planning authorities on land valuation or suitable approaches to commuted sums, referring to instead the forthcoming Royal Institution of Chartered Surveyors guidance."

2.4 In his Summary of Comments concerning the outcome of the consultation exercise, the Chief Planner confirmed that "the majority of respondents supported Option 3 as the most appropriate basis on which to calculate commuted sums because it provided certainty, consistency and speed." (our emphasis).

2.5 The Chief Planner also advised that the respondents who had selected Option 3 had also taken the view that clear details of a standardised method would be needed in order to create certainty, confidence and consistency between Councils and to avoid challenges to the Councils preferred approach.

2.6 Respondents also suggested that the "standard sum" approach proposed in terms of Option 3 should be:

- * set annually;
- * standardised/based on average values (the DV or an independent valuer can provide such values);
- * relate to the housing market area or local authority boundaries, different sums can be used in different areas, and
- * based on regularly reviewed, published data (to aid transparency)."

2.7 The advice set out in the Summary of Comments would have been an important relevant material consideration which the Scottish government would have taken into account when drafting PAN 2/2010. Given the subject matter of the consultation exercise, the advice set out in the Summary of Comments document would also have been an important relevant material consideration which the Council would have taken into account when it drew up its existing supplementary guidance on affordable housing. It remains relevant and important advice in terms of the Council's current consultation exercise.

3. PAN 2/2010

3.1 Having taken cognisance of the consultation responses on commuted sum valuation when drafting PAN 2/2010, the Scottish Government's guidance on the use of commuted sums in lieu of on-site affordable housing provides:

at paragraph 19 that:

"the contribution from the developer of a market housing site will normally be the provision of serviced land eg a proportion of the site which can be developed by or for a RSL or local authority. Such land can be transferred either at a value relating to its end use for affordable housing or by agreement between the developer and the RSL or local authority, at a lower value."

at paragraph 21 that:

"[e]xceptionally a site may be unsuitable for affordable housing for a variety of reasons, including the size of the site, location, topography, conversion of buildings where relevant standards cannot be met and other local circumstances such as whether an appropriate tenure mix can be delivered. In such circumstances the developer may offer to provide the contribution on another viable site within their ownership or in some cases provide a commuted sum as long as the proposed alternative will help to meet an affordable need in the same housing market area. Commuted sums should only be used sparingly. The decision to accept a commuted sum is one for the planning authority and the rationale for accepting a commuted sum should be set out clearly in local policy." (our emphasis)

and at paragraph 22 that:

"[w]here it is agreed that as an alternative to a contribution of land within the proposed development site is acceptable the developer will provide either land or homes or a commuted sum of a value equivalent to the cost of providing the percentage of serviced land required by the policy."

"Planning authorities may wish to consider a policy for calculating a commuted sum, but this should be the subject of consultation with stakeholders before being applied."

- 3.2 It was this national guidance which informed the Council's local development plan policy on the use of commuted sums in lieu of on-site affordable housing provision.

4. Chief Planner's Letter dated 15th March 2011

- 4.1 On 15th March 2011 the Chief Planner wrote again to the Heads of Planning in Scotland to remind them of the importance which the Scottish Government placed on "removing constraints to the development of housing land in the current economic climate."

- 4.2 The latest constraint which the Scottish Government had identified was the impact of cuts in public spending on affordable housing on the delivery of mainstream housing development in those parts of the country where local planning authorities already had or were proposing to put planning policies in place to deliver more affordable housing as part of private sector open market housing development. The Chief Planner highlighted the need for "realism and flexibility" in the drawing up and implementation of such policies.

- 4.3 Specifically he advised the Heads of Planning that:

"authorities will also be aware of the significantly lower levels of public funding that are likely to be available to support the development of affordable housing in the coming years. In these circumstances [the Chief Planner] suggest[s] that authorities in drawing up and implementing planning policies on affordable housing should consider whether contributions of 25% or more are likely to be deliverable in the current economic climate. Levels of affordable housing that act to stifle overall levels of housing development are likely to be counter-productive. In certain cases the effect could be that development would not proceed at all." (our emphasis)

- 4.4 The advice contained in the Chief Planner's letter would have been an important consideration which the Council took into account when it drafted its local development plan policy on the use of commuted sums in lieu of on-site affordable housing. It is also a relevant material consideration for the Council to take into account in the context of its current consultation.

5. Aberdeen City Council letter to the Scottish government dated 1st November 2011

- 5.1 The content of this letter is also relevant for the purposes of the current

consultation exercise. In this letter officers set out the Council's response to the Reporters carrying out the Section 19 examination into the proposed Aberdeen Local Development Plan regarding certain representations which it had received regarding the calculation of commuted sums.

- 5.2 The advice which the Council gave at that time, having considered the terms of the Chief Planner's letters, the Summary of Comments and the guidance set out in PAN 2/2010, was that:

"The current commuted sum was set on 1st January 2008, and is £25,000. Prior to implementation of this sum notification was sent to developers, and from 1st January this fee (sic) has been used for all commuted sum payments in the Aberdeen Housing Market Area. An assessment was made into what the average cost to a developer was to provide an affordable house or serviced land. This fee has the benefit of providing clarity to the development industry on the likely costs of providing affordable housing."

Supplementary Guidance 5.1 allows for the commuted sum payment to be altered, but that this is to be the subject of consultation with the development industry and notice of any change in fee will be given."

- 5.3 For the purposes of the current consultation exercise that remains important and relevant advice.

- 5.4 Circular 1/2009: Development Planning advises at paragraph 98 that:

"[Supplementary] Guidance adopted in connection with a plan falls when the plan is replaced, but if it remains up to date, authorities may readopt it in connection with the replacement plan after limited re-consultation, provided a proper connection with the plan remains." (our emphasis)

- 5.5 It follows, therefore, that in providing that advice to the LDP Examination Reporters in November 2011, the Council was satisfied that the approach to the valuation of commuted sums which they had put in place in 2008 not only remained "up to date" but also reflected the approach set out in Option 3 of the Chief Planner's letter of 28th October 2009, which had been thereafter identified in the Scottish Government's consultation as the option which had been selected by the majority of respondents as the most "appropriate basis on which to calculate commuted sums"

- 5.6 In providing this advice to the Scottish Government in November 2011 the Council would also have been aware of the enhanced status which their approved supplementary guidance on affordable housing (including the selected approach to the calculation of commuted sums) would acquire following the adoption of the new Local Development Plan.

- 5.7 Following submission of the proposed supplementary guidance to the Scottish Ministers in terms of the validation procedure set out in Section 22 (6) of the Supplementary Guidance on Affordable Housing referred to in Policy H5 was approved by the Council on 1st March 2012 ("the Existing Guidance").

- 5.8 In terms of Section 24 (1) (b) (ii) of the Town and Country Planning (Scotland) Act 1997 ("the 1997 Act"), supplementary guidance "approved" by the Scottish Ministers in terms of the notification procedure set out in Section 22 (6), would become part of the statutory development plan.
- 5.9 Account too would have been taken by the Council when giving that advice concerning its selected approach to the valuation of commuted sums of the terms of Section 16 (1) (a) (ii) of the 1997 Act. This provides that local planning authorities are required to prepare a new local development plan "at intervals of no more than 5 years"(our emphasis).
- 5.10 Taken together the statutory and policy framework provides an implied promise on the part of the national and local planning authorities to the development industry that once supplementary guidance has been taken through the appropriate consultation and validation processes, it will remain in place, absent any supervening changes in the law, policy or material circumstances, for the life of the local development plan. In other words once those processes have been carried out and the relevant supplementary guidance is adopted, the legitimate substantive expectation of the development industry is that the guidance will remain in place until it either falls or is re-adopted when the local development plan is replaced.
- 5.11 Against that background, we would now propose to examine the scope of the review which the Council is entitled to carry out in terms of its statutory policy on commuted sums.

6. The Local Development Plan Policy on Commuted Sums

6.1 The local statutory policy on affordable housing commuted sum payments is set out at Policy H5 of the Aberdeen Local Development Plan which was adopted on 29th February 2012.

6.2 Policy H5 provides that:

"Housing developments of 5 units or more are required to contribute no less than 25% of the total number of units as affordable housing. Further guidance on the provision of affordable housing from new developments is available in Supplementary Guidance on Affordable Housing."

6.3 It confirms that the approved supplementary guidance sets out the Council's detailed advice on how it expects commuted sums to be used in the context of affordable housing provision over the life of its current adopted local development plan.

7. The Approved Guidance

7.1 In relation to the provision of commuted sums for affordable housing, and reflecting the advice which the Council gave to the Scottish government in November 2011 ahead of its formal adoption in March 2012, the Approved

Guidance advises developers at paragraph 2.1 that:

"[a]ffordable housing requirements may be made on-site, off-site or by means of a commuted payment depending on the scale of development...Commuted sums will be negotiated between the developer and the Council. The figure for commuted sums is set by the Council, and the figure is currently £25,000 (as of August 2010). This figure is subject to change and the figure is reviewed annually. Any changes will be consulted on and published in advance of implementation on the Council's website." (our emphasis)

7.2 At paragraph 2.4 the Existing Guidance advises that:

"For developments of less than 20 units the provision of affordable housing may be on site, off site, or commuted payments." (our emphasis), and

At paragraph 2.5 that:

"For developments of 20 units or more the expectation is that the affordable housing contribution will be delivered on-site" (our emphasis).

7.3 The circumstances in which the headline policy contribution may be reduced are explained at paragraphs 2.6-2.8 of the Approved Guidance. This provides that where by reference to a financial appraisal a developer can demonstrate to the Council that there are "exceptional costs", the requirement for affordable housing contributions may be reduced to "ensure the cumulative burden on the overall development does not make the site unviable" (our emphasis).

8. The Valuation Methodology underpinning the Approved Guidance

8.1 It is clear from the advice which the Council gave to the Scottish Government on 1st November 2011 (see section 5 above) that the valuation method for the calculation of commuted sums as set out in the Approved Guidance is based on the third of the four approaches proposed by the Scottish Government in 2009 ie Option 3. As advised, that option proposed that the commuted sum could be *a standard sum set annually by the planning authority, being a typical or average sum calculated for the authority or housing market area as a whole, using one of the approaches [ie Option 1 or Option 2] set out above."*

8.2 Having selected the "standard sum" approach, it follows, that the next issue for the Council to consider was whether when calculating the "typical or average" standard sum for the Aberdeen Housing Market Area, it should use the approach set out in Option 1 or Option 2. Crucially, for the purposes of this consultation response, it was the approach set out in Option 1 that was selected, namely;

"[f]or the commuted sum to be equal to the value of the land for affordable housing of that part of the original site that would otherwise have been used

for affordable housing if the planning authority had not determined that a commuted sum was acceptable (ie the amount required to allow an affordable housing provider to purchase an equivalent site identified for affordable housing elsewhere.)" (our emphasis)

- 8.3 It follows, therefore, that at the point when the Approved Guidance was adopted by the Council on 1st March 2012 and hived up by application of Section 24 (1) (b) (ii) of the 1997 Act into the development plan, the Council had carefully considered and thereafter rejected the approach to the valuation of commuted sums set out in Option 2 of the Chief Planner's October 2009 letter.
- 8.4 In taking its decision to re-adopt the approach to the calculation of commuted sums which it had approved in the form of supplementary planning guidance in 2008, it is safe to assume, given the terms of the Approved Guidance, that the Council would have carefully considered the terms of the Summary of Contents report prepared by the Chief Planner and agreed with the comment that the use of the approach to the valuation of the standard commuted sum set out in Option 2 was inappropriate. The Summary of Comments report confirmed that the majority of respondents had recognised that, if that approach were to be implemented, it could potentially result in the value of the standard sum being set at such a high level that its practical effect would be to dis-incentivise developers from using commuted sums. As the Summary of Content report explains, it would act as a "penalty to encourage on site provision" in circumstances where such a requirement would otherwise have been regarded as "unsuitable" for any one or more of the reasons set out in paragraph 21 of PAN 2/2010 (see page 3 of the Summary of Comments and para. 3.1 above).
- 8.5 Indeed evidence supporting that assumption can be found at paragraph 2.4 of the Approved Guidance where the Council makes it clear that in sites involving 19 units or less, developers are to have the flexibility of delivering the headline 25% policy requirement in any one of three forms, including the payment of a commuted sum. Had Option 2 been selected as the Council's preferred approach to the valuation of the commuted sum, its acknowledged effect would have been to render their use unviable. The practical effect, therefore, had Option 2 been selected would have been to rule out the payment of a commuted sum on sites involving less than 20 units.

9. Development Plan Policy on Commuted Sums

- 9.1 Against that legislative and planning policy background, we would now wish to consider the extent to which, as a matter of development plan policy, the Council is entitled to promote Proposed Alterations 1 and 2.
- 9.2 As part of that consideration it is important to understand what it is precisely that these Proposed Alterations involve.
- 9.3 It is clear from the terms of Proposed Alterations 1 and 2 that the Council is looking to substitute the approach to valuation of the commuted sum set out in

Option 1 of the Chief Planner's letter with the approach set out in Option 2. These two alterations, if approved, would have the effect of not only removing the Option 3 "standards sum" approach and replacing it with "site by site negotiation", they would also, crucially, change the underlying basis on which the commuted sum is calculated. The commuted sum would no longer be established and thereafter reviewed by reference to the price that affordable housing providers were actually paying for serviced land for affordable housing within the Aberdeen housing Market Area but rather by reference to a formula that purports to provide an estimate of the difference between the open market housing and the affordable housing residual land values.

- 9.4 On any objective assessment these proposed changes to an important part of the Statutory Guidance, were they to be implemented, would remove the flexibility of using commuted sum payments as a means of addressing the Council's affordable housing policy requirements. So far as Homes for Scotland's members are concerned, the implementation of these proposed alterations to the current Approved Guidance would have a major adverse impact on the delivery of housing development right across the Aberdeen Housing Market Area.
- 9.5 Turning now to consider whether the Council would be entitled, as a matter of law and planning policy, to press forward with and adopt Proposed Alterations 1 and 2 following the outcome of this consultation exercise.
- 9.6 The Council's statutory policy on the use of commuted sums in the context of affordable housing is set out in Policy H5 of the adopted Aberdeen Local Development Plan as supplemented by the Approved Guidance ("the Statutory Guidance").
- 9.7 When read against the legal and policy background and the level of previous consultation referred to in section 2-9 of this response, it is clear that the Statutory Guidance anticipates that it is only the headline figure of £25,000 which is to be subject to the annual review. In other words the scope of the annual review referred to in paragraph 2.1 of the Approved Guidance is expected to be confined to a consideration of the extent or otherwise to which the average amount required to allow an affordable housing provider to purchase an equivalent site may have either increased or decreased over the course of the preceding year.
- 9.8 If the average price paid for a plot of serviced land for an affordable house can be shown to have decreased over the course of the period since the figure of £25,000 was last reviewed in 2010, then, in term of the Statutory Guidance, that reduction in value should be reflected in a corresponding decrease in the level of the commuted sum payment set for the next year. Conversely, if the land prices paid by affordable housing prices has increased that increase too should be reflected through a corresponding increase in the current £25,000 figure.
- 9.9 What the Statutory Guidance does not anticipate, therefore, outside of a review of the local development plan itself, is that the underlying "approach" to

the valuation of the commuted sum should itself be the subject of annual review.

- 9.10 Having selected Option 1 as its preferred approach in terms of the calculation of the value of the standard sum following consultation and thereafter ratified that selection through the validation process enshrined in Section 22 of the 1997, the Council have created a legitimate substantive expectation on the part of the house building industry in Grampian. As indicated, this means that, as a matter of law, in the absence of the current valuation approach set out in the Statutory Guidance being superseded by more recent law or national planning policy or it being required to be reviewed as a consequence of any supervening material changes in circumstances, developers operating in the Aberdeen Housing Market Area are entitled to expect that it will remain in place throughout the duration of the current local development plan period. This ensures that the outcome of planning applications for housing development involving affordable housing can be decided with a degree of certainty and efficiency." (see paragraph 5 of Circular 1/2009)
- 9.11 Since the Approved Guidance was adopted by the Council in March 2012 it is self-evident that there have been no changes to either the relevant law or planning policy. It follows, therefore, that the issue then arising is whether Proposed Alterations 1 and 2 can be justified by reference to any supervening material change in circumstances that may have occurred since the current guidance on the issue of commuted sum payments was adopted in March 2012.
- 9.12 When considering this issue, regard has to be had of the explanations which the Council have given as justification for the proposed amendments.

10. Reasons provided for the proposed alteration to the Valuation Approach

- 10.1 The Council's justification for Proposed Amendments 1 and 2 is set out in the 22nd January 2013 Report from the Council's planning department to its Enterprise Planning & Infrastructure Committee entitled "Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development" ("the Committee Report").
- 10.2 The Committee Report put forward two reasons to justify the Proposed Amendments, namely, a reduction in Government funding for affordable housing and the need to strengthen the policy regarding on-site affordable housing provision (see paragraphs 5.6-5.11 and of the Committee Report).
- 10.3 By changing the method of calculating the commuted sum from the "standard sum" approach outlined in Option 3 (whereby the value of that standard sum is established by reference to the value of the land for affordable housing as set out in Option 1) to the site by site valuation approach outlined in Option 2 (whereby the value of the commuted sum is set at a level that is deemed to represent the difference between the value of the land for market and affordable housing) the amount of commuted sum payable would increase significantly. The benefit of this proposed increase, according to the Council,

would be to "make the option of a commuted sum less attractive" with the result that "the delivery of on-site [affordable housing] may become more attractive or a more realistic commuted payment will be received, which can meet a greater proportion of housing need." (our emphasis)

10.5 Dealing with each reason in turn:

Reduction in Government Funding for Affordable Housing

- 10.6 At paragraph 5.5 of the Committee Report the Council acknowledge the terms of the letter dated **15th March 2011** which it and other planning authorities received from the Chief Planner highlighting the desire on the part of the Scottish Government to remove "constraints to the development of housing land in the current economic climate.
- 10.7 We have drawn attention to the date of this letter and to the advice from the Chief Planner to local planning authorities in March of 2011 that when drawing up planning policies on affordable housing that the level of requirement should not be set at a level that had the counter-productive effect of stifling mainstream housing development.
- 10.8 As indicated, it has to be assumed that when drawing up and consulting upon the Statutory Guidance over the course of the twelve month period leading up to its adoption on **1st March 2012**, the Council gave due and proper regard to the terms of the Scottish Government's advice. If that assumption is correct, as we have suggested it must be given the clear and unequivocal support set out in its letter to the Scottish Government dated 1st November 2011, it follows that in selecting both the standard sum approach set out in Option 3 and the method of calculating it set out in Option 1 rather than Option 2, the Council had concluded that that approach was the one that was most likely of the four options proposed by the Scottish Government to facilitate the delivery of affordable housing over the life of the new plan period. If that was not the case, why was Option 2 not selected and taken through a thorough consultation exercise ahead of the guidance on the subject acquiring development plan status in March 2012
- 10.9 Against that background, it seems illogical and indeed somewhat irrational for the Council to now put forward the fact that significantly lower levels of public funding are likely to be available during the plan period to support the development of affordable housing as a reason for changing its approach to the calculation of commuted sum payments in circumstances where:
- (a) it was already aware of the issue of reduced funding at the point at which it approved the current valuation approach and
 - (b) rejected the alternative valuation approach which it is now proposing to introduce through Proposed Alterations 1 and 2 on the grounds that its introduction would be likely to stifle overall levels of housing development with the Aberdeen Housing Market Area.

- 10.10 It follows, therefore, that the reduction in public funding available for affordable housing does not constitute a relevant supervening change in circumstance justifying the promotion of Proposed Alterations 1 and 2.

Need to Strengthen the Policy regarding On-Site Delivery

- 10.11 The second reason which the Council has advanced as justification for the promotion of the Proposed Alterations 1 and 2 is that it would strengthen the presumption in the Statutory Guidance in favour of on-site delivery. If the value of the commuted sum is more "closely matched" to the increase in the value of the land that arises, as a consequence of the removal of the on-site affordable housing requirement, it follows, according to the Council, that the resulting reduction in the benefit to the developer that would otherwise be gained from making a commuted payment would improve the prospects of on-site delivery (see paragraph 5.14 of the Committee Report).
- 10.12 So far as Homes for Scotland is concerned, this second explanation is not only also illogical it is also contrary to national and local planning policy.
- 10.13 Dealing with each point in turn. Proposed Alterations 1 and 2 are intended to apply to all housing development proposals involving 5 or more units. No apparent account is taken of the fact that in terms of the advice set out in paragraph 2.4 of the Statutory Guidance (reflecting the national guidance set out in paragraph 16 of PAN 2/2010) there is no hierarchy of preferred form of delivery in terms of the way in which the H5 Policy requirement may be provided for developments of less than 20 units. The Statutory Guidance makes it clear that on such smaller sites the requirement can be delivered on-site, off-site or in the form of a commuted sum. It is, therefore, illogical for the Council to propose an amendment to the Statutory Guidance which would have the effect of raising the value of the commuted sum payment to a level that would effectively remove it as a viable option for a developer to put forward when promoting a site for less than 20 units.
- 10.14 As it would be extremely unlikely that a developer promoting a site of that size would be able to provide a similar amount of serviced land with planning permission elsewhere within the Aberdeen Housing Market Area, the practical effect of Proposed Alterations 1 and 2, were they to be introduced, would be to remove entirely the flexibility which PAN 2/2010, the Statutory Guidance and the Chief Planner (in terms of his letter of 15th March 2011) expects developers to have in terms of the form in which the affordable housing requirement is delivered. The effect, as indeed would appear to be the Council's intention, would be to restrict a developer's options to on-site delivery only.
- 10.15 Setting aside the "flexibility" issue, PAN 2/2010 in any event also makes it clear that there will be circumstances where "for a variety of reasons" a site may be "unsuitable for affordable housing". Given the clear and unequivocal terms of the Scottish Government's guidance, it again appears to be illogical and thus irrational for the Council to promote a proposed amendment to its Statutory Guidance which would effectively force affordable housing onto

unsuitable sites. If, as a result of the Proposed Alterations 1 and 2 the payment of a commuted sum was no longer a viable alternative option because it was set as a consequence of the change in the method by which it was calculated at an "unaffordable" level, it follows that the inevitable (and previously recognised and accepted) outcome would be that the development of the site would be stifled.

- 10.16 So far as the application of the Proposed Alterations 1 and 2 to the payment of commuted sums in relation to developments involving 20 or more units is concerned, the obvious question to be asked, given the clear advice set out in paragraphs 2.6- 2.8 of the Approved Guidance is why the Council has concluded that an increase in the amount of commuted sum sought would strengthen the existing policy presumption in favour of on-site delivery.
- 10.17 The Statutory Guidance makes it quite clear that on sites involving 20 or more units, 25% of the total number of units that are authorised to be constructed will require to be sold or let subject to a recognised category of affordable housing occupancy restriction. The Statutory Guidance makes it quite clear that that presumption in favour of on-site delivery will only be set aside in circumstances where the developer has been able to demonstrate by reference to "detailed financial information on the development costs and viability" that the site cannot afford the headline 25% on-site requirement.
- 10.18 On the basis that the Statutory Guidance is being followed by planning officers, it follows that an increase in the value of the commuted sum payment ought to have no impact whatsoever on the issue of whether or not a site is able to deliver the requisite headline number of affordable units on-site. The Statutory Guidance makes it clear that the purpose of the financial appraisal is to demonstrate to the Council why either the headline number of units should be reduced to a number that the site can afford or alternatively why the affordable housing requirement should be removed entirely. An issue concerning site viability should not be seen as an opportunity on the part of the Council to extract an enhanced financial payment. If that point is accepted, as Homes for Scotland would suggest it must, it follows that the reasoning behind the promotion of the Proposed Alterations 1 and 2 is fundamentally flawed.
- 10.19 Further support for the illogicality of the Council's position concerning the proposed changes to the way in which the commuted sum is calculated can also be found by contrasting those proposed changes with the terms of Proposed Alteration 3. This is the proposal that the headline 25% on-site affordable housing requirement for sites involving the promotion of 20 or more units should be amended so that the requirement can be delivered by means of a "mix of affordable housing and commuted payments."
- 10.20 If the principal objective behind the proposed changes to the way in which the commuted sum payment is calculated as set out in Proposed Alterations 1 and 2 is to make the delivery of on-site affordable housing "more attractive", why would the Council wish at the same time to promote a further amendment to the Statutory Guidance through Proposed Alteration 3 which had as its

primary objective the promotion of a reduction in the delivery of on-site affordable housing in favour of a mix of housing and commuted sum payments? Whilst for other reasons (see below), Homes for Scotland can see merit in this "mixed delivery" proposal, its promotion at the same time as the promotion of a policy alteration that is intended to strengthen the focus of on-site affordable housing simply serves to highlight the flaws in the Council's reasoning as regards why these proposed changes to the existing guidance are necessary.

- 10.21 It follows, therefore, that the assertion on the part of the Council that there is a need to strengthen the existing policy presumption in favour of on-site delivery on sites involving the promotion of 20 or more units is without foundation. If officers are allowing commuted sums to be paid in lieu of on-site affordable housing then that dispensation is presumably being given in the light of viability issues evidenced in a financial appraisal, which is precisely what the PAN 2/2010 and the Statutory Guidance expects. If, however, in what might otherwise be regarded as an informal "trial run" of the approach that the Council is now apparently looking to introduce in terms of Proposed Alteration 3, offers of commuted sum payments on larger sites are being accepted by the Council that would reflect a decision on its part to attach more weight in the decision-making process to the benefits of receiving a financial contribution towards the procurement of affordable housing rather than insisting that the policy presumption is followed and the 25% headline requirement is met in full on-site. Either way the matter lies entirely within the Council's own hands.
- 10.22 In the absence of (a) any supervening changes to the law or to national planning policy and (b) any other relevant material considerations which might suggest that the Proposed Alterations were justified, it follows that, as a matter of law, developers in the position of Homes for Scotland's members have a legitimate substantive expectation that the Statutory Guidance will remain unchanged until the current Aberdeen Local Development Plan is reviewed at which time it will either fall to be the subject of a fundamental overhaul or be re-adopted.
- 10.33 So far as Homes for Scotland is concerned, for the reasons outlined above, nothing has happened in terms of law or planning policy and no other material considerations have arisen since the Statutory Guidance was adopted in March 2010 which would justify the promotion far less the introduction of Proposed Alterations 1 and 2. For that reason Homes for Scotland is of the view that, as a matter of law, developers in the position are entitled to expect that the existing Statutory Guidance will continue in its current form.
- 10.34 Over and above the issue of their members' legitimate expectation, Homes for Scotland is also of the view that for the reasons outlined above Proposed Alterations 1 and 2 are in any event contrary to:
- (i) the national planning guidance set out in paragraph 21 of PAN 2/2010;
 - (ii) paragraphs 2.4 and 2.5 of the Approved Guidance, and
 - (iii) the advice set out in the Chief Planners Letter of 15th March 2011.

- 10.35 It is also of the view that the reasons put forward by the Council to justify Proposed Alterations 1 and 2 are illogical and thus *Wednesbury* unreasonable.
- 10.36 For the reasons outlined in paragraphs 10.33-10.35 above, Homes for Scotland has concluded that it would be ultra vires for the Council to implement Proposed Alterations 1 and 2. It, therefore, requests on behalf of its members that they are withdrawn pending the statutory review of the adopted Aberdeen Local Development Plan (February 2012).

11 Proposed Alteration 3

- 11.1 Homes for Scotland's members see a deal of merit in the proposal that further flexibility ought to be introduced into the practical application of Policy H5 so that the option of delivering a significant proportion of the headline 25% affordable housing requirement on large sites in the form of a commuted sum payment rather than on-site units was supported in policy terms.
- 11.2 A worked example may be of assistance in demonstrating the point. A 400 unit site would involve a 100 unit AH requirement. Fully funding such a 100 scheme for affordable housing would almost be impossible for an affordable housing provider (AHP) in the current economic climate. However, if 50 of the required 100 units were notionally delivered in the form of a commuted sum, it would raise £1.25m (50 x £25k). This sum could then be used to cross-fund the other 50 units through either an AHP (or by LCHO) thereby bringing the overall viability of the site to a point where at least 50% of the affordable housing project was capable of being delivered.
- 11.3 Notwithstanding these apparent merits, it has to be recognised too that this proposal is contrary to the provisions of paragraph 21 of PAN 2/2010 which advises local planning authorities that commuted sums should only be used "sparingly". For the reasons outlined in paragraphs 10.19-10.21 of this response, it is also contrary to the provisions of the Council's own Statutory Guidance insofar as it has the potential to undermine the strong presumption set out at paragraph 2.5 of the Approved Guidance that in sites involving 20 or more units the headline requirement will be delivered "on-site".
- 11.4 In the interests of consistency Homes for Scotland would also point out that if this proposed change to the existing guidance is to be promoted ahead of the review of the current local development plan, there would need to be evidence before the Council which suggested that an increased use of commuted sums on larger sites would have the potential to increase the delivery of both mainstream and affordable housing across the Aberdeen Housing Market Area. Given the fact that Proposed Alteration 3 is being promoted in the first place, it may well be that the Council has already reached that conclusion. But where it has misdirected itself is in concluding that that otherwise worthwhile objective would be achieved by altering the basis on which commuted sum is calculated so that a significantly increased (but unviable) level of payment is required.

12. The Proposed Formula

- 12.1 Setting aside the legal and policy issues outlined above, (and without prejudice to its right to challenge the introduction of Proposed Alteration 1 and 2 should the Council decide at the end of the current consultation exercise to adopt it and the Scottish Ministers endorse that decision by not serving a notice in terms of Section 22 (8) of the 1997 Act requiring that those alterations are not adopted) Homes for Scotland's members are united in their conclusion that the proposed formula that the Council has put forward as a means of calculating commuted sums on a site by site basis is unworkable.
- 12.2 If adopted, it would be counter-productive and stifle the delivery of both mainstream and affordable housing as officers and applicants tried to reach agreement on the level at which the commuted sum payment should be set. The "certainty, consistency and speed" of the current approach would be lost.
- 12.3 To appreciate how inappropriate this revised methodology would be, an understanding of how land values are calculated is necessary. Most development land is contracted on the basis of an estimated residual land value (RLV) carried out at the outset of the development process. Broadly speaking, RLV is the surplus remaining after deducting costs and the required profit margin from sales income. This is the price that is left to pay for the land. Costs include the costs of planning gain contributions and the cost of affordable housing provision.
- 12.4 It can be seen from this that RLV is dependent on the cost of providing AH, including commuted payments, and is a cyclical process. How can a developer proceed to acquire land if all such costs cannot be established as far as is reasonably possible up front. It should also be borne in mind that at this point in the calculation of RLV, sales income is also an estimate based on prevailing market conditions. The Council must appreciate that a developer takes a considerable risk when projecting future sales revenue as conditions can either deteriorate or improve over the course of what might be a considerable lead-in period between site acquisition and sales income being received. Actual sales income is not known until the last house is sold. Actual uplift in land value is accordingly contingent on site completion. So if commuted sums are to be dependent on sales income, the question that immediately arises is which figures are to be used, and at which point is the commuted sum to be paid. Should it be the estimated sales values at the point of contract (putting aside for the moment that there may be uplift involved) or the final sales figures which might emerge years later. If it is paid 'up-front' then all parties, including the Council, would be exposed risk. In the current risk averse climate the proposed approach would not be supported by the lenders.
- 12.5 The suggested use of the figure of 33% deduction from sales revenue as providing a reasonable means of assessing the RLV is also extremely problematic. As outlined above, costs have to be expended to deliver the sales income. For mainstream units (even as substitutes for affordable

housing) landowners expect a land value, construction costs have to be met and funded, and a profit is still required by lenders. To take 33% of revenue 'off the top' would clearly impact significantly on viability and (on the basis of our research to date) mean that very few projects could proceed.

- 12.6 Homes for Scotland would wish to remind the Council that Option 1 and Option 2 are both based on land values. As advised Option 1 is based on the amount required to allow an affordable housing provider to purchase an equivalent site identified for affordable housing whilst Option 2 is based on the difference between that amount and the amount that would be needed to allow an affordable housing provider to purchase an equivalent site for housing on the open market. To the extent that the 33% deduction exceeded the difference between those two land values it would constitute an unlawful development tax.
- 12.7 Homes for Scotland also have a significant issue with the proposal that in the absence of concluded missives between the developer and an AHL being exhibited to the Council, the calculation of the commuted sum payable in respect of the individual site should proceed on the basis that the land with affordable housing at its end use has a nil value. Given that the current £25,000 figure is based on comparison evidence of what AHPs are actually paying for sites for affordable housing within the Aberdeen HMA, it seems unreasonable in the extreme for the Council to promote a formula that assumes that the value of the land for that purpose is nil.
- 12.8 Perhaps even more significantly in terms of the unfairness of the proposed methodology, 33% is nowhere near a reasonable reflection of the 'land' element of average sales income. If, for example, a house builder were to promote a development of 5 high value (£600k) units of which one was to be deemed be affordable with the policy requirement stipulating that a commuted sum calculated at 33% of the sales price had to be paid, it follows that a commuted sum of £200k would require to be paid. This would represent an uplift of 800% on the current level. At such a level the commuted sum would be significantly greater than the actual open market residual land value. The Council will be aware that there is a significant demand for new housing at this price range. If this proposed amendment to the Statutory Guidance were to be approved it would inevitably lead to house price inflation in the Grampian housing market area.
- 12.9 The proposed formula is fraught with difficulties. As such its introduction would run counter to the clear advice which the Chief Planner gave to Heads of Planning in March 2011 regarding the need for "realism" when it comes to the drawing up and implementation of affordable housing policies.

13 Conclusion

- 13.1 For the reasons outlined above the Proposed Alterations are:

* contrary to the doctrine of legitimate expectation;

* contrary to national and local planning policy and the advice set out in the Chief Planners letter of 15th March 2010, and

* illogical and to that extent unreasonable.

13.2 Setting aside its members' principal objections to these Proposed Alterations the proposed formula is unworkable. If adopted, it would stifle the delivery of housing development across the Aberdeen HMA leading to house price inflation.

13.3 For the foregoing reasons Homes for Scotland request that the Council do not adopt it.

14. Response to the Questions

14.1 **Question 1** - Is it appropriate to link the value of the commuted sum payment to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement?

14.2 No. For the reasons set out in section 13 of this response, it would not only be inappropriate but also unlawful for the Council to change the Statutory Guidance so that the value of the commuted sum payment was linked to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement.

14.3 **Question 2** - If the answer to the first question is that it would be inappropriate to make that link, how might the method of valuing the commuted sum be otherwise amended to ensure that it "operates more fairly"?

14.4 Implicit in this question is the suggestion that the current method of valuation is somehow operating "unfairly". So far as Homes for Scotland's Grampian members are concerned, the current method of valuation is entirely fair because it achieves the objectives of "certainty consistency and speed" for developers and the Council alike. These were the benefits which the majority of the respondents to the Scottish Government's 2009 consultation believed the current method of valuation would deliver. It must be assumed that it was the underlying fairness that lay behind these recognised benefits which prompted the Council to re-adopt the current method of valuation in 2010 when it promoted it as part of its first edition of statutory guidance on affordable housing made under and in terms of Sections 22 and 24 of the 1997 Act.

14.5 So far as Homes for Scotland are concerned, the current approach to the valuation of commuted sums in the Aberdeen Housing Market Area is certain, consistent and speedy and for those reasons it is fair. Neither it nor its members see any reason for it to be changed.

14.6 **Question 3** - Would the proposal to allow a mix of on-site delivery and commuted sum payments help improve the overall delivery of affordable housing?

- 14.7 Homes for Scotland see a great deal of merit in this proposal as its members believe it would improve the delivery of both mainstream and affordable housing.
- 14.8 Indeed Homes for Scotland would suggest that there would be a great deal of merit in the current housing market if complete flexibility were to be introduced into the Existing Guidance whereby a developer was permitted to deliver the headline 25% policy requirement entirely in the form of a commuted sum in circumstances where it was known at the point in time when an application was submitted that no HAG funding would be available.
- 14.9 However, for the reasons set out at paragraph 11.4 of this response, Homes for Scotland is of the view that the Council would have to provide valid reasons for seeking to introduce the proposed "mixed delivery" option.

15. Proposed Changes to the Existing Guidance

- 15.1 Taking these points together and in order to address the queries in the consultation letter as regards (a) how the methodology might be amended to operate more fairly and (b) whether increased flexibility in the use of commuted sum payments might improve the overall deliverability of both mainstream and affordable housing, Homes for Scotland would recommend that whilst the existing approach to the valuation of commuted sum payments as set out in SG 5.1 should (and indeed must) remain, the remainder of the policy guidance would benefit from the following changes to its wording.
- 15.2 These proposed changes are set out as follows:

Paragraph 2.1 should be amended so that the following sentences are removed:

"Committed sums will be negotiated between the developer and the Council. The figure for committed sums is set by the Council, and the figure per plot is currently £25,000 (as of August 2010). This figure is subject to change and the figure is reviewed annually. Any changes will be consulted on and published in advance of implementation on the Council's website."

and replaced with the following:

"2.2 Committed sums will be calculated initially on a fixed contribution per unit basis (currently £25,000) and thereafter reviewed by the Council annually, following consultation with the house building industry, by reference to appropriate comparison evidence of sale prices of development land for the average price for affordable housing within the Aberdeen Housing Market Area or, in the absence of such evidence, the residual land value method set out in the relevant edition of the RICS Guidance Note, Scotland on the "Valuation of land for affordable housing". In the absence of agreement as regards the appropriateness or availability of the available comparison evidence or,

as the case may be, the assessment of the average residual land value, the Council will refer the matter to an independent expert for final and binding determination.

2.3 *The date of the annual review shall be fixed by reference to the month (currently August) on which the commuted sum for the preceding year was agreed or, as the case may be, determined. The figure fixed for the preceding year shall continue to be the relevant figure for the purposes of the application of Policy H5 until such time as the reviewed figure has been agreed or, as the case may be, determined.*

2.4 *The reviewed figure will be published on the Council's website."*

15.3 The remaining paragraphs in SG 5.1 should be re-numbered accordingly.

16 Rejection of the Proposed Alterations

Homes for Scotland respectfully request that the Council rejects the Proposed Alterations and approves the modification to the wording of the Approved Guidance proposed in section 15 of this response.

DLA Piper Scotland LLP

CONSULTATION ON COMMUTED PAYMENTS IN LIEU OF AFFORDABLE HOUSING

RESPONSE BY STEWART MILNE HOMES

1.0 INTRODUCTION

- 1.1 We write in to object in the strongest terms to Aberdeen City Council's consultation on commuted payments in lieu of affordable housing. Before detailing our objection we wish to express our dismay at the way in which this consultation has been carried out. Stewart Milne Homes is a member of the City's Affordable Housing Forum. The group was set up in order to discuss and agree "best practice" in terms of the provision of affordable housing recognising the challenges faced by the public and private sector in this matter. The group which, is made up of expertise from ACC planning and housing departments, members of the house building and construction industries, the Scottish Government Housing Division and Housing Associations, has actively looked at means of unlocking the delivery of affordable housing. One of the means that has been discussed and supported has been the encouragement and use of commuted sums to acquire land for RSLs or the Council to build affordable homes. What the council is now proposing is the converse of this and will actively discourage the use of commuted systems and is likely to frustrate the provision of affordable homes more than ever. It is extremely disappointing that this policy change is being brought forward when it contradicts the recommendations of the Forum.
- 1.2 The current commuted sum arrangement was agreed following extensive dialogue with the house building industry, housing associations and the planning gain teams and is based on the assessed market value for land for affordable housing. This was based on comparable evidence of actual affordable land transactions. Whilst we accept that the actual sums of money should be reviewed on a regular basis, we do not accept that there has been a policy change which warrants the introduction of a new methodology for calculating the funds as ACC now propose.
- 1.3 We welcome ACC's recognition that they support the use of commuted sums to deliver affordable housing. It is disappointing however that the proposed methodology contradicts that statement.

2.0 OBJECTION

2.1 Planning Policy Background

- 2.1.1 Scottish Planning Policy (SPP) requires the Scottish planning system to help provide affordable housing through the development plan where a need is found through an up to date Housing Needs and Demand Assessment. SPP requires policies on affordable housing to be realistic and take into account considerations such as development viability and the availability of funding (Para 87). PAN 2/2010 provides further guidance on affordable housing. This sets out that the decision to accept a commuted sum is one for the planning authority (Para 21). Where it is agreed that an alternative to a contribution of land within the proposed development site is acceptable by the local authority, the developer will provide either land or homes or a commuted sum of "a value equivalent to the cost of providing the percentage of serviced land required by the policy" (Para 22). It further advises that the commuted sum is a matter for negotiation between

the developer and the local authority, having regard to development costs, other contributions that are being sought, and other relevant factors such as layout and design.

- 2.1.2 PAN 2/2010 replaced Planning Advice Note 74. Affordable Housing (PAN 74) which was issued by the then Scottish Executive in March 2005. The section on commuted sums (Para 48 and 49) does not differ from PAN 2/2010.
- 2.1.3 The approved Aberdeen City and Shire Structure Plan (2009) and the emerging Strategic Development Plan defer to Local Development Plan to provide policy guidance on affordable housing. The Local Development Plan which was approved in February 2012 defers to Supplementary Guidance on Affordable Housing. It does recognise however at Para 3.46 that the provision of affordable housing should not jeopardise delivery of housing as this would counter-productive and would increase affordability constraints across the city.
- 2.1.4 Aberdeen City Council published its Supplementary Guidance on Affordable Housing in March 2012 which purely makes reference to the use of commuted sums and them being currently being set at a rate of £25,000. It further advises that the figure of £25,000 per plot is subject to change and the figure is reviewed annually.

2.2 Response to Consultation

- 2.2.1 The current sum set for commuted payment was calculated using comparable transactional evidence of affordable housing land purchases. The figure was agreed with the Planning Gain Service for Aberdeenshire in 2006 and when the Planning Gain Service took responsibility for Aberdeen City in 2007, it was agreed between the housebuilding industry, housing associations and the Planning Gain Service that based on evidence this sum was also an appropriate amount for land for affordable housing in the City. Stewart Milne Homes do not object to the figure being reviewed on a regular basis based on evidence of affordable housing land purchase transactions.
- 2.2.2 Our objection relates to Aberdeen City's attempt to change the methodology for calculating the commuted sum. Section 2.1 sets out the planning policy background to affordable housing and commuted sums. Since the methodology for assessing the value of commuted payments was agreed, there has been no policy change through national, regional or local planning documents that warrant a change in the methodology for calculating committed sums. ACC's Supplementary Guidance advises "the **figure** per plot is currently £25,000 (as of August 2010). This **figure** is subject to change and the **figure** is reviewed annually". This is clear that it is the sum that is subject to review and not the methodology for arriving at that sum without change in the overarching policy there is no locus for reviewing the methodology for arriving at that figure.
- 2.2.3 Notwithstanding the above, we do not accept the methodology proposed by ACC is a reasonable interpretation of guidance and the current policy position. The consultation document advises that methodology amounts to the increase in the land value created by the substitution of the affordable housing for private housing. Not only is this a massive assumption (as no guarantee there will be any increase in land value) but, in our view, there is no justification in planning policy terms for this and it is noted that the consultation does not give any policy justification for this revised approach. PAN 2/2010 in paragraphs 21 and 22 makes it clear that our obligations relate to providing "land, homes or a commuted sum of a value equivalent to the cost of providing serviced land."

It does not say that the housebuilding industry will have to pay for any perceived benefit they might get in not providing affordable housing on site. Commuted sums have nothing to do with the value of private development land and nothing to do with housing revenues. Commuted sums are related to the value of land for affordable housing. The housebuilding industry does not have the responsibility of filling any deficits created by a reduction in government funding for affordable housing.

- 2.2.4 It is our opinion that Aberdeen City Council is being contradictory in what they are seeking to achieve. On one hand, they are advising they wish to be flexible and secure additional commuted sums to help deliver affordable homes but on the other hand are seeking to implement a tax that in our opinion, will not only slow down the delivery of affordable housing but will slow down the delivery of all housing as a result of a convoluted negotiation process. A shortage of housing supply will only serve to increase the cost of homes and will exacerbate rather than improve the situation.
- 2.2.5 We are of the opinion that the methodology is effectively a tax for a number of reasons. ACC's Convenor of Finance has spoken in the press of securing a "share of developer's profits" as more money is required for affordable homes (a copy of this is attached for ease of reference). This has followed through to the formula being proposed which considers only the sales price of any resultant properties. As this does not reflect any increased costs associated with the development, the council are assuming a share of "profit". This is a wholly unreasonable position to take.
- 2.2.6 Further, the formula being proposed makes no sense and has no grounding in development economics, for example, there is absolutely no justification for the use of 0.33 as a ratio as an estimate of the residual land value. Indeed the only thing close to 0.33 in land and development economics is a typical *Stokes v Cambridge* "ransom value" which is what the council appear to be applying here.
- 2.2.7 Notwithstanding the fundamentally flawed nature of the formula, both in policy and land economic terms, the approach of the council to introduce a formula is flawed at a practical level. What is being proposed will lead to a long drawn out negotiation process, adding further delay to the execution of planning consents. Each developer would have to prepare at least 2 development appraisals. We question whether the council have the skills and resources to consider these in a professional and expeditious manner.

3.0 **CONCLUSIONS AND ALTERNATIVES**

- 3.1 We object in the strongest terms to ACC's proposed methodology for commuted sums in lieu of on-site affordable housing. We believe that the current approach to arriving at the value of the commuted sum based on comparable evidence is the correct way in which to value such monies. The contribution should be based on the cost of land for affordable housing. There has been no change in policy which has provided a need to change the methodology in arriving at such sums.
- 3.2 We accept, as suggested by ACC's Supplementary Guidance on Affordable Housing, the figure should be reviewed on a regular basis. Indeed, we have offered to do this through Aberdeen City's Affordable Housing Forum and again at the meeting between ACC, the housebuilding industry and housing associations on 22 August 13.
- 3.3 We wholeheartedly support the use of commuted sums based on land value being used to cross fund the building of affordable homes on larger sites. The challenges to deliver 9000 home equivalents (25% of the Structure Plan Requirements in Aberdeen City)

cannot be underestimated and this has been one of the key topics of debate at the Affordable Housing Forum for the last few years. The benefit of using commuted sums, based on affordable land value, has been recognised in this Forum and agreed at officer level and with the support of housing association as a good way forward to help with current funding constraints. The proposed tax based on the formula proposed will only frustrate the delivery of both affordable and mainstream housing at a time supply is critical in the northeast to meet demand and secure the economic viability of the area.

FRAMEWORK FOR MORE HOMES

Council plans to change fee rules

HUNDREDS of cheap new homes could be built across Aberdeen, the Evening Express can reveal today.

City council chiefs want to shake up the way "affordable" housing is delivered and grab a share of developers' profits.

A report has proposed relaxing planning rules that require a number of cut-price properties to be built on site by the developer.

They would instead

By David Ewen
chief reporter

be asked to hand over a slice of the cash they make that the council would use for social housing across the city.

Finance convener Councillor Willie Young said: "Developers and housebuilders have to do more to help us get more affordable housing."

"We need to get a better deal for the people of Aberdeen."

A report for councillors said that in some instances

providing on-site affordable housing could guarantee buyers and help finance other parts of the development.

But it also said that in some locations there could be "significant gains in providing more private housing on-site instead of affordable housing".

Under current planning rules developments of more than 20 units must be 25% affordable housing.

In exceptional circumstance developers can hand over

a "commuted" payment in place of each affordable house.

This is a flat fee of £25,000.

The report by planner Daniel Harrington said the current arrangement did not reflect "the different land values across the city".

He suggested linking the payment to "the increase in land value" resulting from replacing affordable housing with private housing. The proposed formula - which would be a starting point for negotiations - is that developers

hand over a third of the sale price.

Mr Harrington warned the changes, if progressed, were "not likely to be welcomed by housebuilders" because of the "additional costs of development".

But Cllr Young said: "At the moment we are getting only £25,000 in place of an affordable home."

"We can mix and match affordable houses and commuted payments."

"If we operate it correctly, it will allow us to build more

affordable homes."

The aim of the report - to be considered on May 21 - was to spell out ways to "maximise the delivery of affordable housing" and "reduce levels of inequality and meet national targets."

The review was triggered after Cala entered talks with the council about affordable housing after 81 units were approved for Friarsfield Road, Cults.

● 'Affordable homes vital for city', Page 6

dewen@ajl.co.uk

Bridge repair to top £2m

By Chris Foote

A CRUMBLING former rail bridge could cost hundreds of thousands of pounds to repair.

Aberdeen City Council plans to spend £200,000 on repairs to the historic Formartine Way Bridge - also known as the Buchan Way Bridge.

The centuries-old railway bridge is in need of works including the replacement of missing brickwork and some major masonry repairs.

An Aberdeen City Council spokeswoman said: "The bridge is in need of repair and we have put it out to tender."

"The repair work required includes re-pointing the masonry and the brick arches, spandrels, voussoirs and piers, replacement of missing brickwork on the arches and voussoirs, as well as some waterproofing of the deck area."

"The bridge is shared by both Aberdeen City and Aberdeenshire councils. Aberdeen City Council is lead partner in the repair works."

The bridge - which crosses the River Don to the North of Dyce - is 50 metres long, with three-span masonry and a brick archway structure.

Despite the Formartine Way falling mostly within Aberdeenshire, the city council has put the

£3 million worth of contributions

THE council has so far raked in more than £3 million of developer contributions towards affordable housing.

A further £1m is set to be negotiated for the next year.

Of the money received, £1.8m has been paid out to registered social landlords. These grants have helped provide seven special needs flats, 39 very sheltered apartments, 43 affordable rented flats, four wheelchair accessible houses and 28 mid-market rented flats.

Other forms of "affordable housing" can include purchases in which the Scottish Government takes a stake.

The council recognises that housing projects need to be "viable".

If a developer has to make contribution towards major new infrastructure, such as schools, drainage, water and roads, the affordable housing element can be reduced. According to the council, the high cost of housing in Aberdeen has resulted in "severe affordability pressures" on people.

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Daniel Harrington
Senior Planner
Aberdeen City Council
Marischal College
Broad Street
Aberdeen
AB10 1AB

13 September 2013

Dear Mr Harrington

**BARRATT NORTH SCOTLAND
ABERDEEN CITY COUNCIL
ABERDEEN LOCAL DEVELOPMENT PLAN
REPORT NUMBER: EPI/13/093: POLICY ON AFFORDABLE HOUSING
REQUIREMENTS FOR NEW DEVELOPMENT
CONSULTATION RESPONSE**

We refer to the above matter.

Please find enclosed Barratt North Scotland's response regarding the proposed alterations to the Council's adopted statutory guidance on the valuation and use of commuted sums for affordable housing. Barratt North Scotland is the largest private housebuilder in the Aberdeen Housing Market Area operating across a variety of locations and providing a wide range of housing.

In summary, Barratt North Scotland oppose the proposed alteration to the current approach to the valuation of commute sums for affordable housing on the grounds that:

- (i) as a matter of law, in the absence of any relevant supervening change in law, policy or economic circumstance, the development industry is entitled to expect that the current approach will remain in place during the life of the Aberdeen Local Development Plan (February 2012), and
- (ii) the proposed "site by site" formula is unworkable and to the extent that it has the potential to set the value of the commuted sum at a level that is greater than the difference between the open market and affordable housing residual land values that it purports to capture, it would constitute an unlawful "tax" on housing development within the Aberdeen Housing Market Area.

For those reasons Barratt North Scotland would ask the Council to reject the proposed alterations to the current approach to the valuation of commuted sums pending the next review of the local development plan.

So far as the proposed increased use of commuted sums payments in developments of 20 or more units is concerned, whilst Barratt North Scotland is very supportive of the increased flexibility that an amendment of that nature would provide, it is conscious too of the fact that the introduction of an amendment of that nature would also run

contrary to the adopted statutory guidance. In the interests of consistency, therefore, Barratt North Scotland, are of the view that unless valid reasons can be put forward by the Council to justify the introduction of this proposed change at this point in the life of the development plan, the guidance should remain in its current form until the Aberdeen Local Development Plan (February 2012) is itself reviewed.

As our consultation response makes clear, the issue which Barratt North Scotland has with the introduction of this otherwise worthwhile alteration is that no valid reasons have been put forward by the Council to justify it. Barratt North Scotland would welcome the opportunity to assist the Council in setting out reasoned justification for the introduction of a policy change in relation to an increase in the use of commuted sum payments at this point in time. As we see it, this would require to be done as part of a further but limited standalone consultation exercise.

Barratt North Scotland would wish to make it clear, however, that its support for this "mixed use" of on-site and commuted sum provision is predicated on the assumption that the method of valuation would continue to be based on the current approach whereby the value of the standard sum is calculated by reference to the average price that an affordable housing provider would pay for land for affordable housing within the Aberdeen HMA.

We should be grateful if you would acknowledge safe receipt of this letter and the enclosed consultation response and confirm that the content of both will be taken into account by the Council when it takes its decision on whether or not to adopt the proposed alterations.

Finally we are also instructed to advise the Council that Barratt North Scotland will reserve its position meantime regarding the instigation of judicial review proceedings in the event that the Council decides to reject its views and press ahead with the proposed changes.

We look forward to hearing from you.

Yours faithfully

BARRATT NORTH SCOTLAND

Barratt North Scotland

Consultation Response to Aberdeen City Council's ("the Council") proposed variation to SG 5.1 Affordable Housing (March 2102)

1. Introduction

1.1 Barratt North Scotland have now had the opportunity to review and consider the alterations which the Council proposes to make to the subject statutory supplementary guidance.

1.2 In summary the proposed variations are that instead of having;

1.2.1 the value of the commuted sum payment established by reference to a value that is equal to the amount that an affordable housing provider would need in order to purchase an equivalent site identified for affordable housing, as is the current policy position, its value should be established by reference to a value that is equal to the difference between that affordable housing value (which is to be assumed to be nil unless contractual evidence to the contrary is exhibited) and the value of an equivalent site identified for open market housing (which is to be assumed to be 33% of the mean estimated open market selling price for the mix of housing units that would be delivered on-site in lieu of the affordable housing units) ("Proposed Alteration 1")

1.2.2 a standard sum for the Grampian housing market area that is reviewed annually, as is the current policy position, the value of the commuted sum payment should be agreed or, as the case may be, determined, on a site by site basis at the point when an application for planning permission is submitted ("Proposed Alteration 2"), and

1.2.3 a requirement to provide 25% affordable housing units on-site in circumstances where the number of units authorised to be constructed is greater than 20, as is the current policy position, consideration should be given in pre-application discussions to the policy requirement being provided in the form of a mix of on-site affordable housing units and commuted sum payments (Proposed Alteration 3").

1.3 In putting forward these proposed alterations for consultation, the Council has asked respondents to address the following questions, namely:

1.3.1 Is it appropriate to link the value of the commuted sum payment to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement?

1.3.2 If the answer to the first question is that it would be inappropriate to make that link, how might the method of valuing the commuted sum be otherwise amended to ensure that it "operates more fairly"?

1.3.3 Would the proposal to allow a mix of on-site delivery and commuted sum payments help improve the overall delivery of affordable housing?

1.4 The Council has confirmed that if these proposed alterations are approved (in whatever finalised form they may take) then ahead of formal adoption they will be notified to the Scottish Ministers in terms of Section 22 (6) of the Town and Country Planning (Scotland) Act 1997 .

2. Documents

2.1 In preparing this consultation response, Barratt North Scotland has taken account of the planning policy and other advice contained in the following documents:

2.2 In chronological order in terms of publication these are:

- * Circular 1/2009: Development Planning (February 2009);
- * Chief Planner's Letter dated 28th October 2009;
- * Consultation on Calculating Commuted Sums for Affordable Housing;
- * Chief Planner's Summary of Comments regarding the said Consultation;
- * PAN 2/2010: Affordable Housing and Housing Land Audits (August 2010);
- * Chief Planner's Letter dated 15th March 2011;
- * Aberdeen City Council letter dated 1 November 2011 to the Scottish Government;
- * Policy H5 on Affordable Housing - Aberdeen Local Development Plan (February 2012)
- * Supplementary Guidance 5.1: Affordable Housing (March 2012)
- * Report to Enterprise Planning & Infrastructure Committee dated 22nd January 2013, and
- * Report to Enterprise Planning & Infrastructure Committee dated 21st May 2013

2.3 Before we address the issues raised by the questions which the Council has asked respondents to consider, Homes for Scotland would wish to remind the Council of the level of consultation which both it and the Scottish Government carried out on the issue of commuted sum valuation ahead of the Scottish Government's publication of PAN 2/2010: Affordable Housing and Housing Land Audits in August 2010 and the Council's subsequent adoption of its current supplementary guidance on affordable housing in March 2012.

3. Chief Planner's Letter dated 28th October 2009

2.1 Ahead of the publication of PAN 2/2010 in 2010 (and as part of the review of PAN 74) the Chief Planner wrote to Homes for Scotland, the Scottish Federation of Housing Associations, District Valuer Services and the Heads of Planning in October 2009 to seek their comments on "four options for the appropriate basis on which to calculate commuted sums" (see PAN 2/2010

Consultation on Calculating Commuted Sums for Affordable Housing: Summary of Contents report published by the Scottish Government.)

2.2 These options were:

Option 1

"For the commuted sum to be equal to the *value of the land for affordable housing* of that part of the original site that would otherwise have been used for affordable housing if the planning authority had not determined that a commuted sum was acceptable (ie the amount required to allow an affordable housing provider to purchase an equivalent site identified for affordable housing elsewhere.)"

Option 2

"For the commuted sum to be equal to the *difference* between the value identified at Option 1 and the value of this land for market housing (ie the amount required to allow an affordable housing provider to purchase an equivalent site for housing on the open market.)"

Option 3

"For the commuted sum to be a standard sum set annually by the planning authority, being a typical or average sum calculated for the authority or housing market area as a whole, using one of the approaches [ie Option 1 or Option 2] set out above."

Option 4

"For the PAN to focus on planning advice and not to provide advice to planning authorities on land valuation or suitable approaches to commuted sums, referring to instead the forthcoming Royal Institution of Chartered Surveyors guidance."

2.4 In his Summary of Comments concerning the outcome of the consultation exercise, the Chief Planner confirmed that "the majority of respondents supported Option 3 as the most appropriate basis on which to calculate commuted sums because it provided certainty, consistency and speed." (our emphasis).

2.5 The Chief Planner also advised that the respondents who had selected Option 3 had also taken the view that clear details of a standardised method would be needed in order to create certainty, confidence and consistency between Councils and to avoid challenges to the Councils preferred approach.

2.6 Respondents also suggested that the "standard sum" approach proposed in terms of Option 3 should be:

* set annually;

- * standardised/based on average values (the DV or an independent valuer can provide such values);
- * relate to the housing market area or local authority boundaries, different sums can be used in different areas, and
- * based on regularly reviewed, published data (to aid transparency)."

2.7 The advice set out in the Summary of Comments would have been an important relevant material consideration which the Scottish government would have taken into account when drafting PAN 2/2010. Given the subject matter of the consultation exercise, the advice set out in the Summary of Comments document would also have been an important relevant material consideration which the Council would have taken into account when it drew up its existing supplementary guidance on affordable housing. It remains relevant and important advice in terms of the Council's current consultation exercise.

3. PAN 2/2010

3.1 Having taken cognisance of the consultation responses on commuted sum valuation when drafting PAN 2/2010, the Scottish Government's guidance on the use of commuted sums in lieu of on-site affordable housing provides:

at paragraph 19 that:

"the contribution from the developer of a market housing site will normally be the provision of serviced land eg a proportion of the site which can be developed by or for a RSL or local authority. Such land can be transferred either at a value relating to its end use for affordable housing or by agreement between the developer and the RSL or local authority, at a lower value."

at paragraph 21 that:

"[e]xceptionally a site may be unsuitable for affordable housing for a variety of reasons, including the size of the site, location, topography, conversion of buildings where relevant standards cannot be met and other local circumstances such as whether an appropriate tenure mix can be delivered. In such circumstances the developer may offer to provide the contribution on another viable site within their ownership or in some cases provide a commuted sum as long as the proposed alternative will help to meet an affordable need in the same housing market area. Commuted sums should only be used sparingly. The decision to accept a commuted sum is one for the planning authority and the rationale for accepting a commuted sum should be set out clearly in local policy." (our emphasis)

and at paragraph 22 that:

"[w]here it is agreed that as an alternative to a contribution of land within the

proposed development site is acceptable the developer will provide either land or homes or a commuted sum of a value equivalent to the cost of providing the percentage of serviced land required by the policy."

"Planning authorities may wish to consider a policy for calculating a commuted sum, but this should be the subject of consultation with stakeholders before being applied."

- 3.2 It was this national guidance which informed the Council's local development plan policy on the use of commuted sums in lieu of on-site affordable housing provision.

4. Chief Planner's Letter dated 15th March 2011

- 4.1 On 15th March 2011 the Chief Planner wrote again to the Heads of Planning in Scotland to remind them of the importance which the Scottish Government placed on "removing constraints to the development of housing land in the current economic climate."

- 4.2 The latest constraint which the Scottish Government had identified was the impact of cuts in public spending on affordable housing on the delivery of mainstream housing development in those parts of the country where local planning authorities already had or were proposing to put planning policies in place to deliver more affordable housing as part of private sector open market housing development. The Chief Planner highlighted the need for "realism and flexibility" in the drawing up and implementation of such policies.

- 4.3 Specifically he advised the Heads of Planning that:

"authorities will also be aware of the significantly lower levels of public funding that are likely to be available to support the development of affordable housing in the coming years. In these circumstances [the Chief Planner] suggest[s] that authorities in drawing up and implementing planning policies on affordable housing should consider whether contributions of 25% or more are likely to be deliverable in the current economic climate. Levels of affordable housing that act to stifle overall levels of housing development are likely to be counter-productive. In certain cases the effect could be that development would not proceed at all." (our emphasis)

- 4.4 The advice contained in the Chief Planner's letter would have been an important consideration which the Council took into account when it drafted its local development plan policy on the use of commuted sums in lieu of on-site affordable housing. It is also a relevant material consideration for the Council to take into account in the context of its current consultation.

5. Aberdeen City Council letter to the Scottish government dated 1st November 2011

- 5.1 The content of this letter is also relevant for the purposes of the current consultation exercise. In this letter officers set out the Council's response to

the Reporters carrying out the Section 19 examination into the proposed Aberdeen Local Development Plan regarding certain representations which it had received regarding the calculation of commuted sums.

- 5.2 The advice which the Council gave at that time, having considered the terms of the Chief Planner's letters, the Summary of Comments and the guidance set out in PAN 2/2010, was that:

"The current commuted sum was set on 1st January 2008, and is £25,000. Prior to implementation of this sum notification was sent to developers, and from 1st January this fee (sic) has been used for all commuted sum payments in the Aberdeen Housing Market Area. An assessment was made into what the average cost to a developer was to provide an affordable house or serviced land. This fee has the benefit of providing clarity to the development industry on the likely costs of providing affordable housing.

Supplementary Guidance 5.1 allows for the commuted sum payment to be altered, but that this is to be the subject of consultation with the development industry and notice of any change in fee will be given."

- 5.3 For the purposes of the current consultation exercise that remains important and relevant advice.

- 5.4 Circular 1/2009: Development Planning advises at paragraph 98 that:

"[Supplementary] Guidance adopted in connection with a plan falls when the plan is replaced, but if it remains up to date, authorities may readopt it in connection with the replacement plan after limited re-consultation, provided a proper connection with the plan remains." (our emphasis)

- 5.5 It follows, therefore, that in providing that advice to the LDP Examination Reporters in November 2011, the Council was satisfied that the approach to the valuation of commuted sums which they had put in place in 2008 not only remained "up to date" but also reflected the approach set out in Option 3 of the Chief Planner's letter of 28th October 2009, which had been thereafter identified in the Scottish Government's consultation as the option which had been selected by the majority of respondents as the most "appropriate basis on which to calculate commuted sums"

- 5.6 In providing this advice to the Scottish Government in November 2011 the Council would also have been aware of the enhanced status which their approved supplementary guidance on affordable housing (including the selected approach to the calculation of commuted sums) would acquire following the adoption of the new Local Development Plan.

- 5.7 Following submission of the proposed supplementary guidance to the Scottish Ministers in terms of the validation procedure set out in Section 22 (6) of the Supplementary Guidance on Affordable Housing referred to in Policy H5 was approved by the Council on 1st March 2012 ("the Existing Guidance").

- 5.8 In terms of Section 24 (1) (b) (ii) of the Town and Country Planning (Scotland) Act 1997 ("the 1997 Act"), supplementary guidance "approved" by the Scottish Ministers in terms of the notification procedure set out in Section 22 (6), would become part of the statutory development plan.
- 5.9 Account too would have been taken by the Council when giving that advice concerning its selected approach to the valuation of commuted sums of the terms of Section 16 (1) (a) (ii) of the 1997 Act. This provides that local planning authorities are required to prepare a new local development plan "at intervals of no more than 5 years"(our emphasis).
- 5.10 Taken together the statutory and policy framework provides an implied promise on the part of the national and local planning authorities to the development industry that once supplementary guidance has been taken through the appropriate consultation and validation processes, it will remain in place, absent any supervening changes in the law, policy or material circumstances, for the life of the local development plan. In other words once those processes have been carried out and the relevant supplementary guidance is adopted, the legitimate substantive expectation of the development industry is that the guidance will remain in place until it either falls or is re-adopted when the local development plan is replaced.
- 5.11 Against that background, we would now propose to examine the scope of the review which the Council is entitled to carry out in terms of its statutory policy on commuted sums.

6. The Local Development Plan Policy on Commuted Sums

- 6.1 The local statutory policy on affordable housing commuted sum payments is set out at Policy H5 of the Aberdeen Local Development Plan which was adopted on 29th February 2012.
- 6.2 Policy H5 provides that:
- "Housing developments of 5 units or more are required to contribute no less than 25% of the total number of units as affordable housing. Further guidance on the provision of affordable housing from new developments is available in Supplementary Guidance on Affordable Housing."*
- 6.3 It confirms that the approved supplementary guidance sets out the Council's detailed advice on how it expects commuted sums to be used in the context of affordable housing provision over the life of its current adopted local development plan.

7. The Approved Guidance

- 7.1 In relation to the provision of commuted sums for affordable housing, and reflecting the advice which the Council gave to the Scottish government in November 2011 ahead of its formal adoption in March 2012, the Approved Guidance advises developers at paragraph 2.1 that:

"[a]ffordable housing requirements may be made on-site, off-site or by means of a commuted payment depending on the scale of development....Commuted sums will be negotiated between the developer and the Council. The figure for commuted sums is set by the Council, and the figure is currently £25,000 (as of August 2010). This figure is subject to change and the figure is reviewed annually. Any changes will be consulted on and published in advance of implementation on the Council's website." (our emphasis)

7.2 At paragraph 2.4 the Existing Guidance advises that:

"For developments of less than 20 units the provision of affordable housing may be on site, off site, or commuted payments." (our emphasis), and

At paragraph 2.5 that:

"For developments of 20 units or more the expectation is that the affordable housing contribution will be delivered on-site" (our emphasis).

7.3 The circumstances in which the headline policy contribution may be reduced are explained at paragraphs 2.6-2.8 of the Approved Guidance. This provides that where by reference to a financial appraisal a developer can demonstrate to the Council that there are "exceptional costs", the requirement for affordable housing contributions may be reduced to "ensure the cumulative burden on the overall development does not make the site unviable" (our emphasis).

8. The Valuation Methodology underpinning the Approved Guidance

8.1 It is clear from the advice which the Council gave to the Scottish Government on 1st November 2011 (see section 5 above) that the valuation method for the calculation of commuted sums as set out in the Approved Guidance is based on the third of the four approaches proposed by the Scottish Government in 2009 ie Option 3. As advised, that option proposed that the commuted sum could be *a standard sum set annually by the planning authority, being a typical or average sum calculated for the authority or housing market area as a whole, using one of the approaches [ie Option 1 or Option 2] set out above."*

8.2 Having selected the "standard sum" approach, it follows, that the next issue for the Council to consider was whether when calculating the "typical or average" standard sum for the Aberdeen Housing Market Area, it should use the approach set out in Option 1 or Option 2. Crucially, for the purposes of this consultation response, it was the approach set out in Option 1 that was selected, namely;

"[f]or the commuted sum to be equal to the value of the land for affordable housing of that part of the original site that would otherwise have been used for affordable housing if the planning authority had not determined that a

commuted sum was acceptable (ie the amount required to allow an affordable housing provider to purchase an equivalent site identified for affordable housing elsewhere.)" (our emphasis)

- 8.3 It follows, therefore, that at the point when the Approved Guidance was adopted by the Council on 1st March 2012 and hived up by application of Section 24 (1) (b) (ii) of the 1997 Act into the development plan, the Council had carefully considered and thereafter rejected the approach to the valuation of commuted sums set out in Option 2 of the Chief Planner's October 2009 letter.
- 8.4 In taking its decision to re-adopt the approach to the calculation of commuted sums which it had approved in the form of supplementary planning guidance in 2008, it is safe to assume, given the terms of the Approved Guidance, that the Council would have carefully considered the terms of the Summary of Contents report prepared by the Chief Planner and agreed with the comment that the use of the approach to the valuation of the standard commuted sum set out in Option 2 was inappropriate. The Summary of Comments report confirmed that the majority of respondents had recognised that, if that approach were to be implemented, it could potentially result in the value of the standard sum being set at such a high level that its practical effect would be to dis-incentivise developers from using commuted sums. As the Summary of Content report explains, it would act as a "penalty to encourage on site provision" in circumstances where such a requirement would otherwise have been regarded as "unsuitable" for any one or more of the reasons set out in paragraph 21 of PAN 2/2010 (see page 3 of the Summary of Comments and para. 3.1 above).
- 8.5 Indeed evidence supporting that assumption can be found at paragraph 2.4 of the Approved Guidance where the Council makes it clear that in sites involving 19 units or less, developers are to have the flexibility of delivering the headline 25% policy requirement in any one of three forms, including the payment of a commuted sum. Had Option 2 been selected as the Council's preferred approach to the valuation of the commuted sum, its acknowledged effect would have been to render their use unviable. The practical effect, therefore, had Option 2 been selected would have been to rule out the payment of a commuted sum on sites involving less than 20 units.

9. Development Plan Policy on Commuted Sums

- 9.1 Against that legislative and planning policy background, we would now wish to consider the extent to which, as a matter of development plan policy, the Council is entitled to promote Proposed Alterations 1 and 2.
- 9.2 As part of that consideration it is important to understand what it is precisely that these Proposed Alterations involve.
- 9.3 It is clear from the terms of Proposed Alterations 1 and 2 that the Council is looking to substitute the approach to valuation of the commuted sum set out in Option 1 of the Chief Planner's letter with the approach set out in Option 2.

These two alterations, if approved, would have the effect of not only removing the Option 3 "standards sum" approach and replacing it with "site by site negotiation", they would also, crucially, change the underlying basis on which the commuted sum is calculated. The commuted sum would no longer be established and thereafter reviewed by reference to the price that affordable housing providers were actually paying for serviced land for affordable housing within the Aberdeen housing Market Area but rather by reference to a formula that purports to provide an estimate of the difference between the open market housing and the affordable housing residual land values.

- 9.4 On any objective assessment these proposed changes to an important part of the Statutory Guidance, were they to be implemented, would remove the flexibility of using commuted sum payments as a means of addressing the Council's affordable housing policy requirements. So far as Barratt North Scotland is concerned, the implementation of these proposed alterations to the current Approved Guidance would have a major adverse impact on the delivery of housing development right across the Aberdeen Housing Market Area.
- 9.5 Turning now to consider whether the Council would be entitled, as a matter of law and planning policy, to press forward with and adopt Proposed Alterations 1 and 2 following the outcome of this consultation exercise.
- 9.6 The Council's statutory policy on the use of commuted sums in the context of affordable housing is set out in Policy H5 of the adopted Aberdeen Local Development Plan as supplemented by the Approved Guidance ("the Statutory Guidance").
- 9.7 When read against the legal and policy background and the level of previous consultation referred to in section 2-9 of this response, it is clear that the Statutory Guidance anticipates that it is only the headline figure of £25,000 which is to be subject to the annual review. In other words the scope of the annual review referred to in paragraph 2.1 of the Approved Guidance is expected to be confined to a consideration of the extent or otherwise to which the average amount required to allow an affordable housing provider to purchase an equivalent site may have either increased or decreased over the course of the preceding year.
- 9.8 If the average price paid for a plot of serviced land for an affordable house can be shown to have decreased over the course of the period since the figure of £25,000 was last reviewed in 2010, then, in term of the Statutory Guidance, that reduction in value should be reflected in a corresponding decrease in the level of the commuted sum payment set for the next year. Conversely, if the land prices paid by affordable housing prices has increased that increase too should be reflected through a corresponding increase in the current £25,000 figure.
- 9.9 What the Statutory Guidance does not anticipate, therefore, outside of a review of the local development plan itself, is that the underlying "approach" to the valuation of the commuted sum should itself be the subject of annual

review.

- 9.10 Having selected Option 1 as its preferred approach in terms of the calculation of the value of the standard sum following consultation and thereafter ratified that selection through the validation process enshrined in Section 22 of the 1997, the Council have created a legitimate substantive expectation on the part of the house building industry in Grampian. As indicated, this means that, as a matter of law, in the absence of the current valuation approach set out in the Statutory Guidance being superseded by more recent law or national planning policy or it being required to be reviewed as a consequence of any supervening material changes in circumstances, developers operating in the Aberdeen Housing Market Area are entitled to expect that it will remain in place throughout the duration of the current local development plan period. This ensures that the outcome of planning applications for housing development involving affordable housing can be decided with a degree of certainty and efficiency." (see paragraph 5 of Circular 1/2009)
- 9.11 Since the Approved Guidance was adopted by the Council in March 2012 it is self-evident that there have been no changes to either the relevant law or planning policy. It follows, therefore, that the issue then arising is whether Proposed Alterations 1 and 2 can be justified by reference to any supervening material change in circumstances that may have occurred since the current guidance on the issue of commuted sum payments was adopted in March 2012.
- 9.12 When considering this issue, regard has to be had of the explanations which the Council have given as justification for the proposed amendments.

10. Reasons provided for the proposed alteration to the Valuation Approach

- 10.1 The Council's justification for Proposed Amendments 1 and 2 is set out in the 22nd January 2013 Report from the Council's planning department to its Enterprise Planning & Infrastructure Committee entitled "Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development" ("the Committee Report").
- 10.2 The Committee Report put forward two reasons to justify the Proposed Amendments, namely, a reduction in Government funding for affordable housing and the need to strengthen the policy regarding on-site affordable housing provision (see paragraphs 5.6-5.11 and of the Committee Report).
- 10.3 By changing the method of calculating the commuted sum from the "standard sum" approach outlined in Option 3 (whereby the value of that standard sum is established by reference to the value of the land for affordable housing as set out in Option 1) to the site by site valuation approach outlined in Option 2 (whereby the value of the commuted sum is set at a level that is deemed to represent the difference between the value of the land for market and affordable housing) the amount of commuted sum payable would increase significantly. The benefit of this proposed increase, according to the Council, would be to *"make the option of a commuted sum less attractive"* with the

result that *"the delivery of on-site [affordable housing] may become more attractive or a more realistic commuted payment will be received, which can meet a greater proportion of housing need."* (our emphasis)

10.5 Dealing with each reason in turn:

Reduction in Government Funding for Affordable Housing

10.6 At paragraph 5.5 of the Committee Report the Council acknowledge the terms of the letter dated **15th March 2011** which it and other planning authorities received from the Chief Planner highlighting the desire on the part of the Scottish Government to remove "constraints to the development of housing land in the current economic climate.

10.7 We have drawn attention to the date of this letter and to the advice from the Chief Planner to local planning authorities in March of 2011 that when drawing up planning policies on affordable housing that the level of requirement should not be set at a level that had the counter-productive effect of stifling mainstream housing development.

10.8 As indicated, it has to be assumed that when drawing up and consulting upon the Statutory Guidance over the course of the twelve month period leading up to its adoption on **1st March 2012**, the Council gave due and proper regard to the terms of the Scottish Government's advice. If that assumption is correct, as we have suggested it must be given the clear and unequivocal support set out in its letter to the Scottish Government dated 1st November 2011, it follows that in selecting both the standard sum approach set out in Option 3 and the method of calculating it set out in Option 1 rather than Option 2, the Council had concluded that that approach was the one that was most likely of the four options proposed by the Scottish Government to facilitate the delivery of affordable housing over the life of the new plan period. If that was not the case, why was Option 2 not selected and taken through a thorough consultation exercise ahead of the guidance on the subject acquiring development plan status in March 2012

10.9 Against that background, it seems illogical and indeed somewhat irrational for the Council to now put forward the fact that significantly lower levels of public funding are likely to be available during the plan period to support the development of affordable housing as a reason for changing its approach to the calculation of commuted sum payments in circumstances where:

- (a) it was already aware of the issue of reduced funding at the point at which it approved the current valuation approach and
- (b) rejected the alternative valuation approach which it is now proposing to introduce through Proposed Alterations 1 and 2 on the grounds that its introduction would be likely to stifle overall levels of housing development with the Aberdeen Housing Market Area.

10.10 It follows, therefore, that the reduction in public funding available for

affordable housing does not constitute a relevant supervening change in circumstance justifying the promotion of Proposed Alterations 1 and 2.

Need to Strengthen the Policy regarding On-Site Delivery

- 10.11 The second reason which the Council has advanced as justification for the promotion of the Proposed Alterations 1 and 2 is that it would strengthen the presumption in the Statutory Guidance in favour of on-site delivery. If the value of the commuted sum is more "closely matched" to the increase in the value of the land that arises, as a consequence of the removal of the on-site affordable housing requirement, it follows, according to the Council, that the resulting reduction in the benefit to the developer that would otherwise be gained from making a commuted payment would improve the prospects of on-site delivery (see paragraph 5.14 of the Committee Report).
- 10.12 So far as Barratt North Scotland is concerned, this second explanation is not only also illogical it is also contrary to national and local planning policy.
- 10.13 Dealing with each point in turn. Proposed Alterations 1 and 2 are intended to apply to all housing development proposals involving 5 or more units. No apparent account is taken of the fact that in terms of the advice set out in paragraph 2.4 of the Statutory Guidance (reflecting the national guidance set out in paragraph 16 of PAN 2/2010) there is no hierarchy of preferred form of delivery in terms of the way in which the H5 Policy requirement may be provided for developments of less than 20 units. The Statutory Guidance makes it clear that on such smaller sites the requirement can be delivered on-site, off-site or in the form of a commuted sum. It is, therefore, illogical for the Council to propose an amendment to the Statutory Guidance which would have the effect of raising the value of the commuted sum payment to a level that would effectively remove it as a viable option for a developer to put forward when promoting a site for less than 20 units.
- 10.14 As it would be extremely unlikely that a developer promoting a site of that size would be able to provide a similar amount of serviced land with planning permission elsewhere within the Aberdeen Housing Market Area, the practical effect of Proposed Alterations 1 and 2, were they to be introduced, would be to remove entirely the flexibility which PAN 2/2010, the Statutory Guidance and the Chief Planner (in terms of his letter of 15th March 2011) expects developers to have in terms of the form in which the affordable housing requirement is delivered. The effect, as indeed would appear to be the Council's intention, would be to restrict a developer's options to on-site delivery only.
- 10.15 Setting aside the "flexibility" issue, PAN 2/2010 in any event also makes it clear that there will be circumstances where "for a variety of reasons" a site may be "unsuitable for affordable housing". Given the clear and unequivocal terms of the Scottish Government's guidance, it again appears to be illogical and thus irrational for the Council to promote a proposed amendment to its Statutory Guidance which would effectively force affordable housing onto unsuitable sites. If, as a result of the Proposed Alterations 1 and 2 the

payment of a commuted sum was no longer a viable alternative option because it was set as a consequence of the change in the method by which it was calculated at an "unaffordable" level, it follows that the inevitable (and previously recognised and accepted) outcome would be that the development of the site would be stifled.

- 10.16 So far as the application of the Proposed Alterations 1 and 2 to the payment of commuted sums in relation to developments involving 20 or more units is concerned, the obvious question to be asked, given the clear advice set out in paragraphs 2.6- 2.8 of the Approved Guidance is why the Council has concluded that an increase in the amount of commuted sum sought would strengthen the existing policy presumption in favour of on-site delivery.
- 10.17 The Statutory Guidance makes it quite clear that on sites involving 20 or more units, 25% of the total number of units that are authorised to be constructed will require to be sold or let subject to a recognised category of affordable housing occupancy restriction. The Statutory Guidance makes it quite clear that that presumption in favour of on-site delivery will only be set aside in circumstances where the developer has been able to demonstrate by reference to "detailed financial information on the development costs and viability" that the site cannot afford the headline 25% on-site requirement.
- 10.18 On the basis that the Statutory Guidance is being followed by planning officers, it follows that an increase in the value of the commuted sum payment ought to have no impact whatsoever on the issue of whether or not a site is able to deliver the requisite headline number of affordable units on-site. The Statutory Guidance makes it clear that the purpose of the financial appraisal is to demonstrate to the Council why either the headline number of units should be reduced to a number that the site can afford or alternatively why the affordable housing requirement should be removed entirely. An issue concerning site viability should not be seen as an opportunity on the part of the Council to extract an enhanced financial payment. If that point is accepted, as Barratt North Scotland would suggest it must, it follows that the reasoning behind the promotion of the Proposed Alterations 1 and 2 is fundamentally flawed.
- 10.19 Further support for the illogicality of the Council's position concerning the proposed changes to the way in which the commuted sum is calculated can also be found by contrasting those proposed changes with the terms of Proposed Alteration 3. This is the proposal that the headline 25% on-site affordable housing requirement for sites involving the promotion of 20 or more units should be amended so that the requirement can be delivered by means of a "mix of affordable housing and commuted payments."
- 10.20 If the principal objective behind the proposed changes to the way in which the commuted sum payment is calculated as set out in Proposed Alterations 1 and 2 is to make the delivery of on-site affordable housing "more attractive", why would the Council wish at the same time to promote a further amendment to the Statutory Guidance through Proposed Alteration 3 which had as its primary objective the promotion of a reduction in the delivery of on-site

affordable housing in favour of a mix of housing and commuted sum payments? Whilst for other reasons (see below), Barratt North Scotland can see merit in this "mixed delivery" proposal, its promotion at the same time as the promotion of a policy alteration that is intended to strengthen the focus of on-site affordable housing simply serves to highlight the flaws in the Council's reasoning as regards why these proposed changes to the existing guidance are necessary.

- 10.21 It follows, therefore, that the assertion on the part of the Council that there is a need to strengthen the existing policy presumption in favour of on-site delivery on sites involving the promotion of 20 or more units is without foundation. If officers are allowing commuted sums to be paid in lieu of on-site affordable housing then that dispensation is presumably being given in the light of viability issues evidenced in a financial appraisal, which is precisely what the PAN 2/2010 and the Statutory Guidance expects. If, however, in what might otherwise be regarded as an informal "trial run" of the approach that the Council is now apparently looking to introduce in terms of Proposed Alteration 3, offers of commuted sum payments on larger sites are being accepted by the Council that would reflect a decision on its part to attach more weight in the decision-making process to the benefits of receiving a financial contribution towards the procurement of affordable housing rather than insisting that the policy presumption is followed and the 25% headline requirement is met in full on-site. Either way the matter lies entirely within the Council's own hands.
- 10.22 In the absence of (a) any supervening changes to the law or to national planning policy and (b) any other relevant material considerations which might suggest that the Proposed Alterations were justified, it follows that, as a matter of law, developers have a legitimate substantive expectation that the Statutory Guidance will remain unchanged until the current Aberdeen Local Development Plan is reviewed at which time it will either fall to be the subject of a fundamental overhaul or be re-adopted.
- 10.33 So far as Barratt North Scotland is concerned, for the reasons outlined above, nothing has happened in terms of law or planning policy and no other material considerations have arisen since the Statutory Guidance was adopted in March 2010 which would justify the promotion far less the introduction of Proposed Alterations 1 and 2. For that reason Barratt North Scotland is of the view that, as a matter of law, developers in the position are entitled to expect that the existing Statutory Guidance will continue in its current form.
- 10.34 Over and above the issue of their legitimate expectation, Barratt North Scotland is also of the view that for the reasons outlined above Proposed Alterations 1 and 2 are in any event contrary to:
- (i) the national planning guidance set out in paragraph 21 of PAN 2/2010;
 - (ii) paragraphs 2.4 and 2.5 of the Approved Guidance, and
 - (iii) the advice set out in the Chief Planners Letter of 15th March 2011.

- 10.35 It is also of the view that the reasons put forward by the Council to justify Proposed Alterations 1 and 2 are illogical and thus *Wednesbury* unreasonable.
- 10.36 For the reasons outlined in paragraphs 10.33-10.35 above, Barratt North Scotland has concluded that it would be ultra vires for the Council to implement Proposed Alterations 1 and 2. It, therefore, requests that they are withdrawn pending the statutory review of the adopted Aberdeen Local Development Plan (February 2012).

11 Proposed Alteration 3

- 11.1 Barratt North Scotland see a deal of merit in the proposal that further flexibility ought to be introduced into the practical application of Policy H5 so that the option of delivering a significant proportion of the headline 25% affordable housing requirement on large sites in the form of a commuted sum payment rather than on-site units was supported in policy terms.
- 11.2 A worked example may be of assistance in demonstrating the point. A 400 unit site would involve a 100 unit AH requirement. Fully funding such a 100 scheme for affordable housing would almost be impossible for an affordable housing provider (AHP) in the current economic climate. However, if 50 of the required 100 units were notionally delivered in the form of a commuted sum, it would raise £1.25m (50 x £25k). This sum could then be used to cross-fund the other 50 units through either an AHP (or by LCHO) thereby bringing the overall viability of the site to a point where at least 50% of the affordable housing project was capable of being delivered.
- 11.3 Notwithstanding these apparent merits, it has to be recognised too that this proposal is contrary to the provisions of paragraph 21 of PAN 2/2010 which advises local planning authorities that commuted sums should only be used "sparingly". For the reasons outlined in paragraphs 10.19-10.21 of this response, it is also contrary to the provisions of the Council's own Statutory Guidance insofar as it has the potential to undermine the strong presumption set out at paragraph 2.5 of the Approved Guidance that in sites involving 20 or more units the headline requirement will be delivered "on-site".
- 11.4 In the interests of consistency Barratt North Scotland would also point out that if this proposed change to the existing guidance is to be promoted ahead of the review of the current local development plan, there would need to be evidence before the Council which suggested that an increased use of commuted sums on larger sites would have the potential to increase the delivery of both mainstream and affordable housing across the Aberdeen Housing Market Area. Given the fact that Proposed Alteration 3 is being promoted in the first place, it may well be that the Council has already reached that conclusion. But where it has misdirected itself is in concluding that that otherwise worthwhile objective would be achieved by altering the basis on which commuted sum is calculated so that a significantly increased (but unviable) level of payment is required.

12. The Proposed Formula

- 12.1 Setting aside the legal and policy issues outlined above, (and without prejudice to its right to challenge the introduction of Proposed Alteration 1 and 2 should the Council decide at the end of the current consultation exercise to adopt it and the Scottish Ministers endorse that decision by not serving a notice in terms of Section 22 (8) of the 1997 Act requiring that those alterations are not adopted) Barratt North Scotland conclude that the proposed formula that the Council has put forward as a means of calculating commuted sums on a site by site basis is unworkable.
- 12.2 If adopted, it would be counter-productive and stifle the delivery of both mainstream and affordable housing as officers and applicants tried to reach agreement on the level at which the commuted sum payment should be set. The "certainty, consistency and speed" of the current approach would be lost.
- 12.3 To appreciate how inappropriate this revised methodology would be, an understanding of how land values are calculated is necessary. Most development land is contracted on the basis of an estimated residual land value (RLV) carried out at the outset of the development process. Broadly speaking, RLV is the surplus remaining after deducting costs and the required profit margin from sales income. This is the price that is left to pay for the land. Costs include the costs of planning gain contributions and the cost of affordable housing provision.
- 12.4 It can be seen from this that RLV is dependent on the cost of providing AH, including commuted payments, and is a cyclical process. How can a developer proceed to acquire land if all such costs cannot be established as far as is reasonably possible up front. It should also be borne in mind that at this point in the calculation of RLV, sales income is also an estimate based on prevailing market conditions. The Council must appreciate that a developer takes a considerable risk when projecting future sales revenue as conditions can either deteriorate or improve over the course of what might be a considerable lead-in period between site acquisition and sales income being received. Actual sales income is not known until the last house is sold. Actual uplift in land value is accordingly contingent on site completion. So if commuted sums are to be dependent on sales income, the question that immediately arises is which figures are to be used, and at which point is the commuted sum to be paid. Should it be the estimated sales values at the point of contract (putting aside for the moment that there may be uplift involved) or the final sales figures which might emerge years later. If it is paid 'up-front' then all parties, including the Council, would be exposed risk. In the current risk averse climate the proposed approach would not be supported by the lenders.
- 12.5 The suggested use of the figure of 33% deduction from sales revenue as providing a reasonable means of assessing the RLV is also extremely problematic. As outlined above, costs have to be expended to deliver the sales income. For mainstream units (even as substitutes for affordable housing) landowners expect a land value, construction costs have to be met

and funded, and a profit is still required by lenders. To take 33% of revenue 'off the top' would clearly impact significantly on viability and (on the basis of our research to date) mean that very few projects could proceed.

- 12.6 Barratt North Scotland would wish to remind the Council that Option 1 and Option 2 are both based on land values. As advised Option 1 is based on the amount required to allow an affordable housing provider to purchase an equivalent site identified for affordable housing whilst Option 2 is based on the difference between that amount and the amount that would be needed to allow an affordable housing provider to purchase an equivalent site for housing on the open market. To the extent that the 33% deduction exceeded the difference between those two land values it would constitute an unlawful development tax.
- 12.7 Barratt North Scotland also have a significant issue with the proposal that in the absence of concluded missives between the developer and an AHL being exhibited to the Council, the calculation of the commuted sum payable in respect of the individual site should proceed on the basis that the land with affordable housing at its end use has a nil value. Given that the current £25,000 figure is based on comparison evidence of what AHPs are actually paying for sites for affordable housing within the Aberdeen HMA, it seems unreasonable in the extreme for the Council to promote a formula that assumes that the value of the land for that purpose is nil.
- 12.8 Perhaps even more significantly in terms of the unfairness of the proposed methodology, 33% is nowhere near a reasonable reflection of the 'land' element of average sales income. If, for example, a house builder were to promote a development of 5 high value (£600k) units of which one was to be deemed be affordable with the policy requirement stipulating that a commuted sum calculated at 33% of the sales price had to be paid, it follows that a commuted sum of £200k would require to be paid. This would represent an uplift of 800% on the current level. At such a level the commuted sum would be significantly greater than the actual open market residual land value. The Council will be aware that there is a significant demand for new housing at this price range. If this proposed amendment to the Statutory Guidance were to be approved it would inevitably lead to house price inflation in the Grampian housing market area.
- 12.9 The proposed formula is fraught with difficulties. As such its introduction would run counter to the clear advice which the Chief Planner gave to Heads of Planning in March 2011 regarding the need for "realism" when it comes to the drawing up and implementation of affordable housing policies.

13 Conclusion

13.1 For the reasons outlined above the Proposed Alterations are:

- * contrary to the doctrine of legitimate expectation;
- * contrary to national and local planning policy and the advice set out in

the Chief Planners letter of 15th March 2010, and

* illogical and to that extent unreasonable.

13.2 Setting aside its principal objections to these Proposed Alterations the proposed formula is unworkable. If adopted, it would stifle the delivery of housing development across the Aberdeen HMA leading to house price inflation.

13.3 For the foregoing reasons Barratt North Scotland request that the Council do not adopt it.

14. Response to the Questions

14.1 **Question 1** - Is it appropriate to link the value of the commuted sum payment to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement?

14.2 No. For the reasons set out in section 13 of this response, it would not only be inappropriate but also unlawful for the Council to change the Statutory Guidance so that the value of the commuted sum payment was linked to the consequential increase in the open market residual land value of the site arising from the discharge of the on-site affordable housing requirement.

14.3 **Question 2** - If the answer to the first question is that it would be inappropriate make that link, how might the method of valuing the commuted sum be otherwise amended to ensure that it "operates more fairly"?

14.4 Implicit in this question is the suggestion that the current method of valuation is somehow operating "unfairly". So far as Barratt North Scotland is concerned, the current method of valuation is entirely fair because it achieves the objectives of "certainty consistency and speed" for developers and the Council alike. These were the benefits which the majority of the respondents to the Scottish Government's 2009 consultation believed the current method of valuation would deliver. It must be assumed that it was the underlying fairness that lay behind these recognised benefits which prompted the Council to re-adopt the current method of valuation in 2010 when it promoted it as part of its first edition of statutory guidance on affordable housing made under and in terms of Sections 22 and 24 of the 1997 Act.

14.5 So far as Barratt North Scotland is concerned, the current approach to the valuation of commuted sums in the Aberdeen Housing Market Area is certain, consistent and speedy and for those reasons it is fair. It sees no reason for it to be changed.

14.6 **Question 3** - Would the proposal to allow a mix of on-site delivery and commuted sum payments help improve the overall delivery of affordable housing?

14.7 Barratt North Scotland sees a great deal of merit in this proposal as it

believes it would improve the delivery of both mainstream and affordable housing.

- 14.8 Indeed Barratt North Scotland would suggest that there would be a great deal of merit in the current housing market if complete flexibility were to be introduced into the Existing Guidance whereby a developer was permitted to deliver the headline 25% policy requirement entirely in the form of a commuted sum in circumstances where it was known at the point in time when an application was submitted that no HAG funding would be available.
- 14.9 However, for the reasons set out at paragraph 11.4 of this response, Barratt North Scotland is of the view that the Council would have to provide valid reasons for seeking to introduce the proposed "mixed delivery" option.

15. Proposed Changes to the Existing Guidance

- 15.1 Taking these points together and in order to address the queries in the consultation letter as regards (a) how the methodology might be amended to operate more fairly and (b) whether increased flexibility in the use of commuted sum payments might improve the overall deliverability of both mainstream and affordable housing, Barratt North Scotland would recommend that whilst the existing approach to the valuation of commuted sum payments as set out in SG 5.1 should (and indeed must) remain, the remainder of the policy guidance would benefit from the following changes to its wording.
- 15.2 These proposed changes are set out as follows:

Paragraph 2.1 should be amended so that the following sentences are removed:

"Committed sums will be negotiated between the developer and the Council. The figure for committed sums is set by the Council, and the figure per plot is currently £25,000 (as of August 2010). This figure is subject to change and the figure is reviewed annually. Any changes will be consulted on and published in advance of implementation on the Council's website."

and replaced with the following:

"2.2 Committed sums will be calculated initially on a fixed contribution per unit basis (currently £25,000) and thereafter reviewed by the Council annually, following consultation with the house building industry, by reference to appropriate comparison evidence of sale prices of development land for the average price for affordable housing within the Aberdeen Housing Market Area or, in the absence of such evidence, the residual land value method set out in the relevant edition of the RICS Guidance Note, Scotland on the "Valuation of land for affordable housing". In the absence of agreement as regards the appropriateness or availability of the available comparison evidence or, as the case may be, the assessment of the average residual land value, the Council will refer the matter to an independent expert for

final and binding determination.

2.3 *The date of the annual review shall be fixed by reference to the month (currently August) on which the commuted sum for the preceding year was agreed or, as the case may be, determined. The figure fixed for the preceding year shall continue to be the relevant figure for the purposes of the application of Policy H5 until such time as the reviewed figure has been agreed or, as the case may be, determined.*

2.4 *The reviewed figure will be published on the Council's website."*

15.3 The remaining paragraphs in SG 5.1 should be re-numbered accordingly.

16 Rejection of the Proposed Alterations

Barratt North Scotland respectfully request that the Council rejects the Proposed Alterations and approves the modification to the wording of the Approved Guidance proposed in section 15 of this response.

Barratt North Scotland

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Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form. Throughout the form, **proposal** refers to policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring.

STEP 1: Identify essential information

1. Committee Report No.

2. Name of proposal.

3. Officer(s) completing this form.

Name	Designation	Service	Directorate
Daniel Harrington	Senior Planner	Planning and Sustainable Development	EP&I

4. Date of Impact Assessment.

5. When is the proposal next due for review?

6. Committee Name.

7. Date the Committee is due to meet.

8. Identify the Lead Council Service and who else is involved in delivering this proposal (for example other Council services or partner agencies).

Planning and Sustainable Development
Housing and Environment
Legal Services
Planning Gain (Aberdeenshire Council)

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. **Please return to this question after completing the EHRIA.**

10. Where will you publish the results of the Equality and Human Rights Impact Assessment? Tick all that apply.

- Para 9 of EHRIA will be published in committee report in Section 6 “Impact”
- Full EHRIA will be attached to the committee report as an appendix
- Copied to Equalities Team to publish on the Council website

STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

To review the way in which affordable housing is delivered through planning policies to maximise the delivery of affordable housing.

12. Who will benefit most from the proposal?

Those people that are unable to afford housing on the open market will benefit from any additional affordable housing.

13. Tell us if and how the proposal will increase equality of opportunity by permitting positive action to redress disadvantage?

The provision of affordable housing is for all members of the community and it does not increase equality of opportunity.

14. What impact will the proposal have on promoting good relations and wider community cohesion?

This proposal has no impact on promoting good relations and wider community cohesion.

STEP 3: Gather and consider evidence

15. What **evidence** is there to identify any potential positive or negative impacts in terms of consultation, research, officer knowledge and experience, equality monitoring data, user feedback and other?

This report refers to the amount of affordable units are required within new development and if they are not, what the commuted payment will be. This proposal does not affect the location, type or tenure of the housing that would be delivered. There will be benefits for many people with protected characteristics, but the policy does not discriminate between these and it can not be concluded that any particular group will benefit more than another.

There will be a benefit to those on lower incomes resulting from this proposal. It is estimated that 33% of future households will not be able to meet their housing needs on the open market, therefore requiring assistance. This policy helps to meet these needs by increasing the supply of affordable housing.

STEP 4: Assess likely impacts on people with Protected Characteristics

16. Which, if any, people with protected characteristics and others could be affected positively or negatively by this proposal? Place the symbol in the relevant box. Be aware of cross-cutting issues, such as older women with a disability experiencing poverty and isolation.

(Positive +, neutral 0, - negative)

Protected Characteristics					
Age - Younger	0	Disability	0	Gender Reassignment*	0
Older					
Marriage or Civil Partnership	0	Pregnancy and Maternity	0	Race**	0
Religion or Belief	0	Sex (gender)***	0	Sexual orientation****	0
Others e.g. poverty	+				

Notes:

* Gender Reassignment includes Transgender

** Race includes Gypsies/Travellers

*** Sex (gender) i.e. men, women

**** Sexual orientation includes LGB: Lesbian, Gay and Bisexual

17. Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.

Positive impacts (describe protected characteristics affected)	Negative Impacts (describe protected characteristics affected)
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STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance

18. Does this proposal/policy/procedure have the potential to interfere with an individual's rights as set out in the Human Rights Act 1998? State which rights might be affected by ticking the appropriate box(es) and saying how. **If you answer "no", go straight to question 22.**

- Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment - **no**
- Article 6 – Right to a fair and public hearing - **no**
- Article 8 – Right to respect for private and family life, home and correspondence - **no**
- Article 10 – freedom of expression - **no**
- Other article not listed above - **no**

How?

Legality

19. Where there is a potential negative impact is there a legal basis in the relevant domestic law?

Legitimate aim

20. Is the aim of the policy identified in Steps 1 and 2 a legitimate aim being served in terms of the relevant equality legislation or the Human Rights Act?

Proportionality

21. Is the impact of the policy proportionate to the legitimate aim being pursued? Is it the minimum necessary interference to achieve the legitimate aim?

STEP 6: Monitor and review

22. How will you monitor the implementation of the proposal? (For example, customer satisfaction questionnaires)

This policy will be continually monitored as a part of the Local Development Plan and

reviewed at least every five years.

23. How will the results of this impact assessment and any further monitoring be used to develop the proposal?

It is not considered that there are any significant impacts on equalities and human rights and no further monitoring has been suggested.

STEP 7 SIGN OFF

The final stage of the EHRIA is formally to sign off the document as being a complete, rigorous and robust assessment.

Person(s) completing the impact assessment.

Name	Date	Signature
Daniel Harrington	11 December 2012	

Quality check: document has been checked by

Name	Date	Signature

Head of Service (Sign-off)

Name	Date	Signature

Now –

Please send an electronic copy of your completed EHRIA - without signatures - together with the proposal to:

Equalities Team
Customer Service and Performance
Corporate Governance
Aberdeen City Council
Business Hub 13
Second Floor North
Marischal College
Broad Street
Aberdeen
AB10 1AB

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Aberdeen Local Development Plan Review – Main Issues Report
REPORT NUMBER:	EPI/13/182

1. PURPOSE OF REPORT

We are currently undertaking a review of the Aberdeen Local Development Plan. At the 19 March 2013 Enterprise, Planning and Infrastructure Committee, members agreed to the preparation of a Main Issues Report which would take into consideration the comments received from a pre-main issues consultation that took place earlier this year. This report summarises the outcomes of that consultation and presents the Aberdeen Local Development Plan Main Issues Report and background documents.

2. RECOMMENDATION(S)

It is recommended that Committee;

- (a) note the outcomes of the pre-Main Issues Consultation;
- (b) note the contents of the Aberdeen Local Development Plan Main Issues Report;
- (c) agrees to the publication of the Aberdeen Local Development Plan Main Issues Report for a 10 week consultation period from 13 January 2014 until 24 March 2014, with the outcomes to be reported to the Enterprise, Strategic Planning and Infrastructure Committee with the Proposed Plan in due course ; and
- (d) agree to the publication of the supporting documents listed in the Appendices to inform that consultation.

3. FINANCIAL IMPLICATIONS

There will be costs associated with printing the Main Issues Report and some of the supporting documents. There will also be costs associated with running public events, advertising, publicity and printing material. However, these costs can be met from the Development Plan budget. It is likely that an Examination into the Proposed Local Development

Plan will take place in 2015 and 2016 and budgetary provision has been made for this. The cost of the Examination of the current Local Development Plan was in the region of £100,000.

4. OTHER IMPLICATIONS

This is a significant piece of work that will involve, and impact upon many other council services, public bodies, the business and development industries and the citizens of Aberdeen. The review of the Aberdeen Local Development Plan will provide a clear framework for the use of land in Aberdeen and decision making on planning applications. This in turn provides clarity for the public and certainty to the development industry in terms of obtaining finance and investment opportunities in Aberdeen.

5. BACKGROUND

At the 19 March 2013 Enterprise, Planning and Infrastructure Committee, members agreed to the preparation of a Main Issues Report, taking into consideration the comments received from a pre-main issues consultation that took place earlier this year. This is the first stage in producing a revised Local Development Plan that will eventually replace the current Plan which was adopted in 2012. This report summarises the outcomes of the pre-main issues consultation and presents the Aberdeen Local Development Plan Main Issues Report and background documents. The Main Issues Report is attached in Appendix 1.

In the preparation of a Local Development Plan, Section 17 of the Town and Country Planning (Scotland) Act (1997) requires planning authorities to first compile a Main Issues Report. This must set out our general proposals for development in the area and, in particular, proposals as to where development should and should not occur. The Main Issues Report is the key document in the early stage of effectively engaging with the local community on future development in Aberdeen.

Advice from the Scottish Government contained in Circular 1/09: Development Planning makes it clear that the purpose of the Main Issues Report is to front-load effective engagement on the plan. The Main Issues Report is not a draft version of the plan but rather presents a preferred option and reasonable alternatives for development, informed by a sound evidence base. It also states that the publication of the Main Issues Report should come before the planning authority has reached a firm view as to the strategy that should be followed, and the authority's approach should not be one of defending their proposals but one of genuine openness to different ideas. It is not until the publication of the Proposed Plan, which is programmed for February 2015, that the planning authority is expected to have reached a view. To help Members engage in the consultation on the Main Issues Report, without having reached a view (as required by the Circular), we are proposing that at this stage the Committee agree only that the Report be issued for public consultation. We are not requesting

endorsement of the content - that will come at the Proposed Plan stage.

Pre-Main Issues Engagement

A considerable amount of engagement has already taken place. The outcome from the consultation has helped us in preparing the Main Issues Report and took a variety of formats;

School Engagement

Workshops were held between April and June 2013. Members of the LDP team facilitated at all events and some workshops were also attended by local ward members. Eight schools actively took part by way of either a workshop exercise or a fieldwork exercise. Over 400 pupils (S1 – S3) were involved from the following schools:

- Cults Academy
- Aberdeen Waldorf School
- Bucksburn Academy
- St Margaret's School for Girls
- Hazlehead Academy
- Aberdeen Grammar
- Camphill School
- Robert Gordon's College

We have committed to further school engagements at the Main Issues and Proposed Plan stages.

Public Workshops

A number of public workshops were held at various locations around the city. We got good feedback from these, including suggestions on reaching a wider audience next time.

Questionnaires

Questionnaires were made available at the workshops, in all libraries and online.

Community Council Planning Toolkits

Our Planning Toolkits were designed to give Community Councils the chance to record the main planning issues affecting their local area through maps, photographs and notes. Sixteen toolkits were completed by Community Councils across Aberdeen between April and June 2013.

All of the responses we received are available on our website here; http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_pre_mir_engagement.asp

There is a substantial amount of information here so we have prepared summaries of each of the consultations which identify the main themes arising from each format. These can be found in Appendix 2. We would like to take the opportunity to thank everyone for their participation on our website and through social media.

Development Bids

Over 80 development bids were submitted by developers and landowners, promoting sites for inclusion in the Main Issues Report. These are available to view at the same link above but are discussed in more detail in the Settlement Strategy section below. An assessment of all these proposals against a sustainability checklist has been undertaken. A report of the assessments has been produced and can be seen in Appendix 3.

Contents of the Main Issues Report

Spatial Strategy

There are two core sections in the Main Issues Report - the Spatial Strategy and the Main Issues. The Spatial Strategy takes the substantial housing and employment allowances from the Proposed Aberdeen City and Shire Strategic Development Plan (Proposed SDP) and translates this into land allocations. Development Planning Regulations require that the new Aberdeen Local Development Plan must be consistent with the Strategic Development Plan. This Main Issues Report has been written to comply with the Proposed SDP which is currently undergoing Examination. Any changes to the Proposed SDP arising out of the Examination will be reflected in the Proposed Local Development Plan.

A major component of the Proposed SDP is that it sets out the allocations for housing and employment land which must be identified in Local Development Plans.

In this case, these were effectively carried over from the 2009 Structure Plan and were identified in the 2012 Aberdeen Local Development Plan. Although the phasing dates have been moved forward in the Proposed SDP, the greenfield allowances for both housing and employment land which the next Local Development Plan has to identify remains unchanged. The only exception is that the Phase 2 housing sites (which are already identified for the period 2017-26) would be released by the next Local Development Plan. Therefore there is no requirement for major changes to the spatial strategy in the next Local Development Plan and the identified greenfield employment and housing sites will remain the same. This is our preferred spatial strategy.

The Planning etc. (Scotland) Act 2006 stipulates however, that the Main Issues Report should contain both a preferred strategy and reasonable alternatives. Although there is no requirement for additional

allocations, the development industry and landowners submitted over 80 proposals for inclusion in the Main Issues Report during the Pre-Main Issues consultation stage. Some of the proposals on brownfield or previously identified sites are considered appropriate and have been included as 'preferred' development options here. The remaining sites are however, included as alternatives to our preferred option.

The brownfield and other proposals that have emerged and which we feel may merit inclusion into the next Local Development Plan include the following and more details on these can be found in the Spatial Strategy section of the Main Issues Report;

- Craiginches Prison – opportunity site for development.
- Grove Nursery – nursery and ancillary facilities in association with a social enterprise.
- Raiths Transport Interchange – employment uses on the unused part of the site.
- Charlie's House, Woodend Hospital West – specialist care centre for children.
- Millers Dyce Drive (Part of OP32 – this is a rezoning to general business and industrial land to reflect a planning consent, not a new site).

Other proposals detailed elsewhere in the Main Issues Report include the following;

- Retail proposals (in Sections 2 Aberdeen City Centre and Section 3 Retail Centres outwith the City Centre)
- New Schools Proposals (in Section 4 Infrastructure and Transport)
- A number of transportation proposals (in Section 4)
- Aberdeen Harbour expansion (in Section 5 Supporting Business and Industrial Development)
- Aberdeen Exhibition and Conference Centre (in Section 5)
- Ness Solar Farm (in Section 9 Climate Change)

The Main Issues

During the Pre-MIR stakeholder engagement, a number of broad themes emerged which people were particularly interested in or concerned about. We have structured the Main Issues Report around these themes;

- City Centre and Retailing
- Transport and Infrastructure
- Business and Industry
- Housing and Community
- Design and the Built Environment
- Natural Environment
- Resources

Within this section of the Main Issues Report each issue is explained and the main issues surrounding the topic are identified. We have identified 13 main issues from these themes and have set out reasonable options to deal with the issue, including our preferred option. For each of the main issues we are asking for views on;

- Whether people agree with the preferred option?
- If not, whether any of the alternative options are supported?
- If not, another option should be considered?

There are also a number of questions on other related issues which we would like to hear views on.

In compiling the Main Issues Report and identifying suitable locations for development and policies the Development Plan Team has also engaged with key agencies and infrastructure providers, the Scottish Government, the Strategic Development Planning Authority and Aberdeenshire Council. This engagement will continue through to the Proposed Plan.

Supporting Documents

A number of background documents have been prepared to support and inform the Main Issues Report.

A Monitoring Statement forms part of the evidence base for the plan. As the current Local Development Plan was adopted in 2012 and is fairly up to date, the Monitoring Statement concentrates on the policy changes required by the new Aberdeen Local Development Plan (see Appendix 4).

In order to meet the Structure Plan requirements for housing on brownfield sites the Brownfield Urban Potential Study was updated in 2013. This will continue to be updated each year (see Appendix 5).

The Environmental Assessment (Scotland) Act 2005 requires a Strategic Environmental Assessment (SEA) of all plans, programmes and strategies to be undertaken. An Environmental Report has been produced and will be published for consultation alongside the Main Issues Report. The SEA provides an assessment of the impact of the sites and policies on the environment. For any identified impacts on the environment mitigation measures have been proposed, and a framework of how these impacts will be monitored is included in the Environmental Report (see Appendix 6).

A Strategic Flood Risk Assessment has been undertaken to satisfy the requirements placed on local authorities under section 1 of the Flood Risk Management (Scotland) Act 2009. This requires local authorities to exercise their flood risk related functions with a view to reducing overall flood risk and promoting sustainable flood risk management. The Assessment looks at a number of potential sources of flood risk which may be relevant for development in Aberdeen (see Appendix 7).

The Strategic Development Planning Authority, in partnership with Aberdeen City and Aberdeenshire Councils commissioned an Aberdeen City and Aberdeenshire Retail Study to examine the future retail potential in the region. This made a number of recommendations on potential retail sites and policy and has been used to inform the contents of the City Centre and Retail sections in the Main Issues Report (see Appendix 8).

An Onshore Wind Spatial Framework (which is a requirement of the draft Scottish Planning Policy) has been prepared to assess the opportunities for identifying areas suitable for wind turbine developments. The countryside surrounding Aberdeen within the local authority boundary is limited to a small area and together with the presence of Aberdeen Airport there is not the scope to identify suitable sites for large scale wind farms. The Local Development Plan will continue to support the principle of a wide range of renewable or low-carbon energy developments and a criteria-based policy for assessing proposals is the most appropriate method for dealing with applications for wind turbines and other renewable developments (see Appendix 10).

These documents can be found on the secure website at;
http://thezone/directorate_zone/enterprise_planning_infrastructure/psd/SL_stratlead_reports.asp

The documents will appear on the public website when the Committee papers are released on 5th November at;
<http://committees.aberdeencity.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13290&path=0>

Next Steps

The official start to the public consultation on the Main Issues Report will be after the Christmas break on 13 January 2014 and it will run for 10 weeks, rather than the statutory minimum of 6 weeks. This consultation period will allow time for the community and development industry to respond on what is a significant document for Aberdeen.

To maximise community engagement we will carry out a number of consultation events which will be publicised through our community networks, including community councils and our website. We will also investigate some of the suggestions on publicity made during the pre-main issues consultation. These included advertising in shops and NHS facilities and setting up a stand in a shopping centre. The Main Issues Report will be published on the Council website and copies will be made available in all the City's libraries and at Marischal College. In order to reduce the amount of paper used in the consultation and allow for consultees to search effectively for the information that is of interest to them a CD ROM version will be produced which will include the supporting documents.

6. IMPACT

The Local Development Plan contributes to the following Single Outcome Agreement priorities:

1. We live in a Scotland that is the most attractive place for doing business in Europe;
10. We live in well-designed, sustainable places where we are able to access the amenities and services we need;
12. We value and enjoy our built and natural environment and protect and enhance it for future generations;
14. We reduce the local and global environmental impact of our consumption and production;
15. Our public services are high quality, continually improving, efficient and responsive to local people's needs.

The Local Development Plan contributes to "Aberdeen - A Smarter City" in terms of providing a clean, safe and attractive streetscape and by promoting biodiversity and nature conservation, encouraging wider access to green space in our streets, parks and countryside, and improving access to affordable housing in the private sectors by working with developers to maximize the effective use of developer contributions

The report raises awareness and understanding of the development plan review process and outlines how people can take part in it. An Equality and Human Rights Impact Assessment has been carried out and is available on the Council's website (see Appendix 9).

7. MANAGEMENT OF RISK

Failure to have an up to date Local Development Plan will leave the Council more vulnerable to planning appeals.

8. BACKGROUND PAPERS

The appendices to this report are listed below. Due to their size, Appendices 3 to 8 and Appendix 10 are not contained within this report, but hard copies are available to view in the Members Library and at Marischal College.

- Appendix 1 Aberdeen Local Development Plan Main Issues Report
- Appendix 2 Pre-Main Issues Consultation Summary
- Appendix 3 Development Options Assessment Report
- Appendix 4 Monitoring Statement
- Appendix 5 Brownfield Urban Capacity Study
- Appendix 6 Environmental Report
- Appendix 7 Strategic Flood Risk Assessment
- Appendix 8 Aberdeen City and Aberdeenshire Retail Study
- Appendix 9 Equalities and Human Rights Impact Assessment
- Appendix 10 Onshore Wind Spatial Framework

Planning etc. (Scotland) Act 2006

<http://www.legislation.gov.uk/asp/2006/17/contents>

Scottish Planning Series: Planning Circular 1/2009: Development Planning

<http://www.scotland.gov.uk/Publications/2009/02/13153723/0>

The Town and Country Planning (Development Planning) (Scotland) Regulations 2008

<http://www.legislation.gov.uk/ssi/2008/426/contents/made>

Aberdeen City and Shire Strategic Development Planning Authority:
Aberdeen City and Shire Proposed Strategic Development Plan

<http://www.aberdeencityandshire-sdpa.gov.uk/nmsruntime/saveasdialog.asp?IID=1015&SID=149>

9. REPORT AUTHOR DETAILS

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Aberdeen Local Development Plan

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- 10.9 Main Issue 13 - Recycling and Energy

1. Introduction

1.1 Background

The planning system in Scotland is 'plan-led'. Policies, proposals and guidance are set out in Development Plans. In Aberdeen, the Development Plan is in two parts. The Aberdeen City and Shire Strategic Development Plan sets out the broad vision, objectives and development requirements for both Aberdeen City and Aberdeenshire. More detailed policies, proposals and land allocations are then set out in Local Development Plans which cover individual local authority areas. This is the Main Issues Report for the Aberdeen City Local Development Plan and it covers the whole of the Aberdeen City area.

This Main Issues Report is the first stage in producing a revised and updated Local Development Plan for Aberdeen which, when adopted, will replace the Aberdeen Local Development Plan 2012. It has been informed by:

- Pre-Main Issues Report stakeholder engagement,
- The Proposed Aberdeen City and Shire Strategic Development Plan,
- Monitoring of key changes since the preparation of the 2012 Local Development Plan,
- The Strategic Environmental Assessment,
- The National Planning Framework and Scottish Planning Policy (including their draft replacements) and
- Other key plans, strategies and legislation.

1.2 Vision and Objectives

The Aberdeen Local Development Plan must be consistent with the Aberdeen City and Shire Strategic Development Plan (SDP). The Proposed Strategic Development Plan vision is to make the area an even more attractive, prosperous and sustainable European city region and an excellent place to live, visit and do business. The Aberdeen Local Development Plan will share the main aims of the Proposed SDP which are to:

- provide a strong framework for investment decisions which help to grow and diversify the regional economy, supported by promoting the need to use resources more efficiently and effectively, and
- take on the urgent challenges of sustainable development and climate change.

This is the same vision as that in the current Local Development Plan and we would anticipate that much of the new Plan will remain the same. The Local Development Plan will also be informed by a number of national, regional and local strategies and plans, but the National Planning Framework (NPF) is likely to be particularly important. The National Planning Framework 2 (NPF2) is under review and will be replaced in due course by NPF3.

NPF2 highlighted the importance of the area around Aberdeen as an energy hub, and referred to ongoing activities including the Energetica project which aims to build on offshore energy skills and expertise to support the development of emerging renewable and clean energy technologies. The strategic importance of Aberdeen Harbour, work to improve the built environment of the City, the Aberdeen Western Peripheral Route and air links to the region were emphasised.

The emerging strategy for the NPF3 takes forward these themes, and prioritises key developments for the coming years, including the expansion of Aberdeen Harbour which is proposed as a National Development. It also recognises the importance of improved access to Aberdeen Airport. The Energetica project continues to bring together these development aspirations, and link them with ongoing and planned transport improvements.

The key themes that emerge from both the NPF3 Main Issues Report and the Proposed SDP are summarised in the following list:

- Make sure the area has enough people, homes (including affordable homes) and jobs to support the level of services and facilities needed to maintain and improve the quality of life.
- Protect and improve our valued assets and resources, including the built and natural environment and our cultural heritage.
- Help create sustainable mixed communities supported by robust strategic infrastructure.
- Make the most efficient use of the transport network, reducing the need for people to travel and making sure that walking, cycling and public transport are attractive choices.
- Promote a low carbon economy.
- Maintain connections by land, air and sea.

1.3 Aberdeen Main Issues Report

The role of the Main Issues Report is to stimulate debate on the main planning issues facing Aberdeen and to suggest possible options for dealing with these issues. It is not intended to cover all policy topics that will eventually be in the Local Development Plan – rather it covers those areas where change from the current Plan is proposed. There will be a further opportunity to comment when the Proposed Local Development Plan is published next year. The timetable for preparation of the Local Development Plan is set out below.

Key Stages	Dates
Publish Main Issues Report and Monitoring Statement for consultation.	January 2014
Consult.	13 January 2014 to 24 March 2014

Publish Proposed Local Development Plan and Proposed Action Programme.	February 2015
Consult on Proposed Local Development Plan and Proposed Action Programme.	February 2015 to April 2015
Submit Proposed Local Development Plan, Action Programme and Report of Conformity with Participation Statement to Ministers. Publicise submission of Plan.	November 2015
Examination in Public of Proposed Plan.	November 2015 to July 2016
Report of Examination in Public published and submitted to Aberdeen City Council.	July 2016
Aberdeen City Council adopts Plan.	October 2016

During the Pre-Main Issues Report stakeholder engagement, a number of broad themes emerged which people were particularly interested in or concerned about. Not all issues raised can be addressed through the planning system. We have therefore, structured this Main Issues Report around the following planning themes:

- City Centre and Retailing
- Transport and Infrastructure
- Business and Industry
- Housing and Community
- Design and the Built Environment
- Natural Environment
- Resources

We have identified 13 main issues from these themes and have set out reasonable options to deal with the issue, including our preferred option. For each of the main issues we would welcome views on;

- **Whether you agree with the preferred option?**
- **If not, whether you support any of the alternate options presented?**
- **If not, whether you have ideas for options that should be considered?**

Alongside the main issues there are also 22 questions on other related proposals which we would like to hear your views on.

The Monitoring Report which accompanies this Main Issues Report contains a list of policies in the existing Local Development Plan and our suggestions on how to take these, and possible new policies forward. The Monitoring Report also contains a list of Supplementary Guidance and Technical Advice Notes with our suggestions on these.

1.4 What Should I Do Next?

As an interested individual or group you can help and contribute to the process of preparing the Local Development Plan by telling us what you think about the options and questions set out in this Main Issues Report or related land use planning issues in Aberdeen.

Comments should be submitted to the Council using the representation form, copies of which are available online from the Council's website, within City libraries or from the address below.

The consultation period will commence on 13 January 2014 and run for 10 weeks until 24 March 2014. Comments can be submitted by post or email using the contact details set out below.

**Local Development Plan Team
Aberdeen City Council
Business Hub 4
Ground Floor North
Marischal College
Broad Street
Aberdeen
AB10 1AB**

Email ldp@aberdeencity.gov.uk

Tel **01224 523317**
Fax **01224 636181**

2. Settlement Strategy

2.1 Main Issue 1 - Greenfield Housing and Employment Allocations

The 2012 Local Development Plan allocates land for housing and employment over two phases in line with the Aberdeen City and Shire Structure Plan 2009. Although the Structure Plan is being replaced by the Strategic Development Plan, the amount of greenfield land we need to allocate has not changed. Therefore, it is proposed that the greenfield allocations included in the 2012 Local Development Plan will be carried forward to the next Plan, and the Main Issues Report reflects this.

The Proposed Strategic Development Plan states that around half of all new development in the city region will be within Aberdeen City. Development on brownfield sites will be encouraged; however, the scale of growth required means that more than half of new development will need to take place on greenfield sites. New development should aim to reduce travel distances and make walking, cycling and public transport more attractive to people. We will need to make sure that secondary schools, associated primary schools and improvements to transport infrastructure are provided, including improvements to the Haudagain Roundabout and providing a third Don crossing. Table 1 shows the housing allowances and the employment land allocations set by the Proposed Strategic Development Plan.

Table 1 Proposed SDP Housing and Employment Land Allowances

	Housing Allowances		
	Existing LDP allocations to 2016	2017-2026	2027-2035
Brownfield	4,500	3,000	3,000
Greenfield	12,000	5,000	4,000
	Employment Land Allowances (hectares)		
	105		70

The Examination into the current Local Development Plan confirmed the existing sites and we consider the rationale behind them to be robust. The release of sites in both Aberdeen and Aberdeenshire means that the effective land supply has risen from around 6000 units to 11,000 in 2013. Because there is no requirement for additional greenfield allocations, we think that the overall vision and spatial strategy of the Local Development Plan remains appropriate. In order to maintain an effective supply 10 years from the predicted date of adoption as required by the regulations, the greenfield housing units that are identified for 2017 – 2026 would be released by the new Local Development Plan (see Table 2 below). Land for these units has already been identified in the current Local Development Plan, although it has not yet been released for development. This would provide sufficient land to meet the allowance for this phase. The draft Strategic Development Plan already seeks to provide a generous supply of housing and employment land and there is no numerical justification to allocate further greenfield housing or employment sites.

We will therefore carry over all the greenfield housing allowances to 2026 and those allowances we identified to 2035. We will identify brownfield sites for the first phase only as it is difficult to predict the availability of brownfield sites too far into the future. All of the employment land allocations – including strategic reserve land – are identified through to 2035 (see Table 2). This is our preferred spatial strategy.

Table 2 Greenfield Development Allowances and Allocations

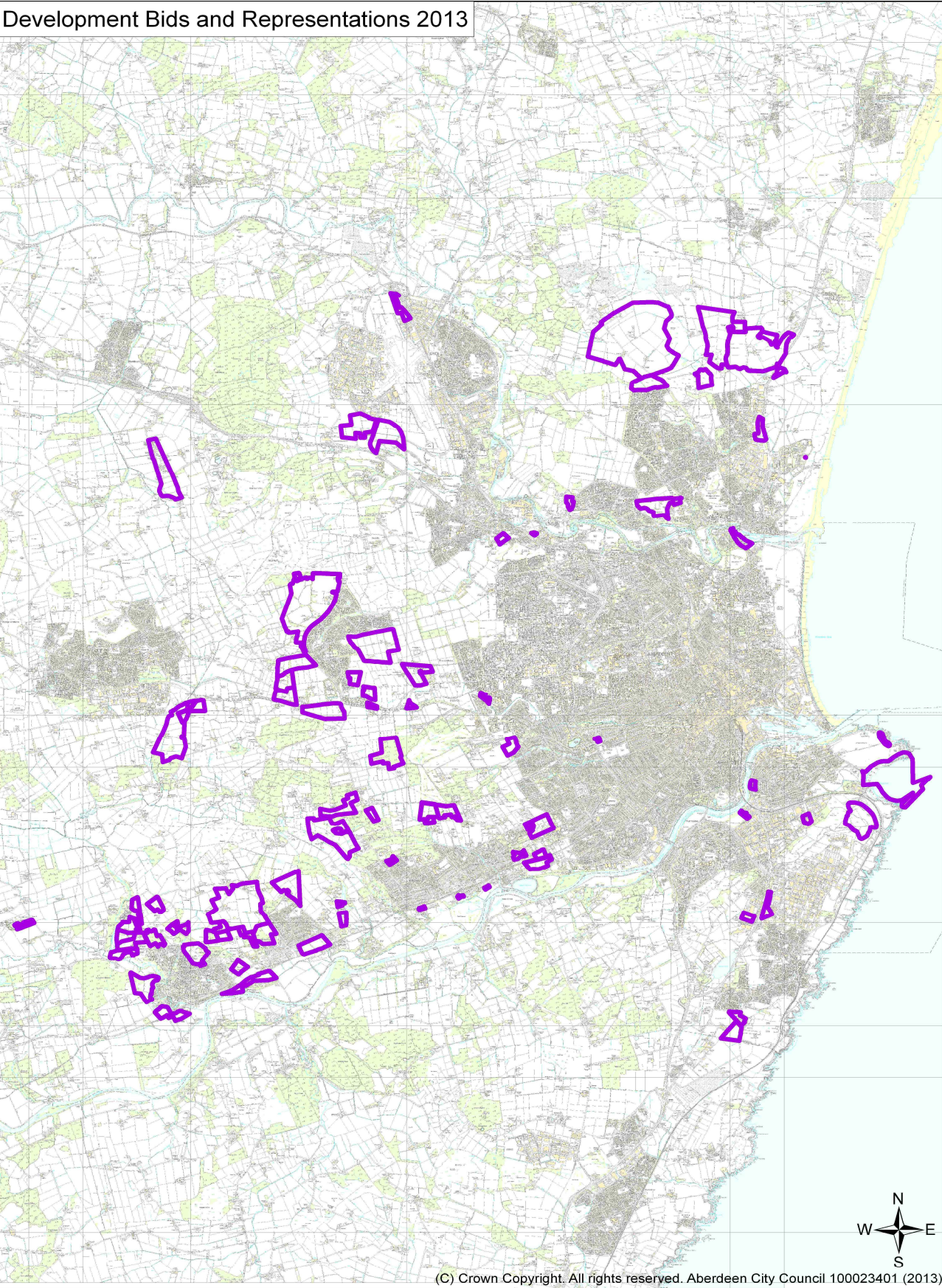
Housing Allowances	Existing LDP Allowances to 2016	2017-2026	2027-2030	Total
OP10 East Woodcroft North	60			60
OP12 Grandhome	2,600	2,100	2,300	7,000
OP25 Dubford	550			550
OP24 Stoneywood	500			500
OP29 Craibstone South	750	250	0	1,000
OP30 Rowett South	1,000	700	240	1,940
OP31 Greenferns Landward	750	250	500	1,500
OP135 Woodside	300			300
OP41 Kingswells C	50			50
OP42 Kingswells D and West Huxsterstone	120			120
OP43 Maidencraig South East	450			450
OP44 Maidencraig North East	300			300
OP45 Greenferns	600	350	400	1,350
OP58 Countesswells	2,150	850	0	3,000
OP59 Peterculter East	25			25
OP60 Culter House Road	5			5
OP61 Edgehill Road	5			5
OP62 Oldfold	400	150	0	550
OP64 Craigton Road/Airyhall Rd	20			20
OP65 North Garthdee Farm	80			80
OP134 Peterculter Burn	19			19
OP77 Loirston	1,100	400	0	1,500
Aberdeen City Total	11,834	5,050	3,440	20,324
Proposed SDP Allowances	12,000	5,000	4,000	21,000

Employment Land (hectares)	LDP Allocations to 2026	Strategic Reserve 2027-2035	Total
OP2 Murcar		27	27
OP12 Grandhome	5		5
OP26 Craibstone North and Walton Farm	1.5	18.5	20
OP28 Rowett North	34.5		34.5
OP40 Prime 4 Kingswells	50		50

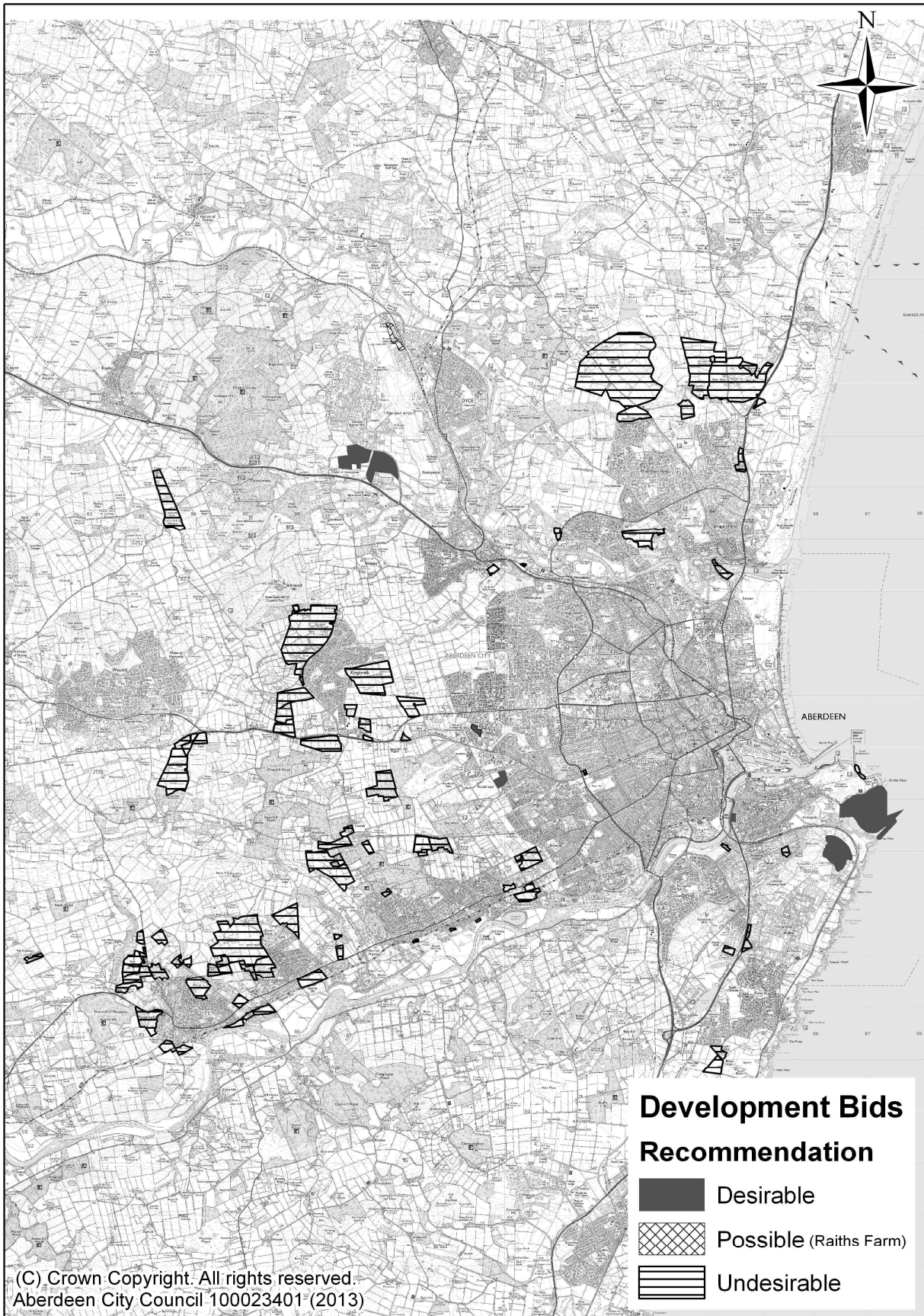
OP45 Greenferns	10		10
OP46 East Arnhall	1		1
OP58 Countesswells	10		10
OP62 Oldfold	5		5
OP69 Aberdeen Gateway extension	2		2
OP77 Loirston	11		11
OP78 Charlestown		20.5	20.5
Aberdeen City Total	130	66	196
Proposed SDP Allocations	105	70	175

Although there is no requirement for additional allocations, the development industry and landowners submitted over 80 proposals for sites to be included in the Main Issues Report during the Pre-Main Issues consultation stage (see Map 1 Development Bids 2013 below). Some of the proposals on brownfield or previously identified sites are considered appropriate and have been included as 'preferred' development options here. However, for the greenfield sites we think there is no over-riding benefit arising from the new development bids which would justify allocating them for development (with the exceptions of Aberdeen Harbour and Ness Solar Farm which are dealt with later). They are however, included as an alternative to our preferred option.

Map 1a: Development Bids and Representations 2013



Map 1b Development Bids and Representations 2013- Recommendation



Issue 1 - Greenfield Housing and Employment Allocations

Do we need to add to the greenfield housing and/or employment land supply by allocating more sites?

Options	Implications
Option 1 – Current and Preferred Approach	
<p>Carry over existing Local Development Plan allocations and do not release further land from greenfield sites, other than the existing Phase 2 housing allocations.</p>	<ul style="list-style-type: none"> ▪ This approach would make the Local Development Plan consistent with the Proposed Strategic Development Plan. ▪ These allocations already provide a generous supply of housing and employment sites. ▪ Continues to support the development of brownfield sites. ▪ Protects existing green belt and green spaces.
Option 2 – Alternative Option	
<p>Release further greenfield housing and/or employment land to increase supply.</p>	<ul style="list-style-type: none"> ▪ This approach would make the Local Development Plan inconsistent with the Proposed Strategic Development Plan. ▪ This could undermine brownfield and sustainable development. ▪ Further infrastructure is likely to be required and it may undermine the delivery of existing infrastructure. ▪ Further encroachment onto green belt and green spaces is likely.

2.2 Brownfield Sites and Other Proposals

A number of brownfield sites and other proposals have emerged during the Pre-Main Issues consultation which we think could be included as opportunity sites in the next Local Development Plan (see Maps 2- 5).

Craiginches – The proposed closure of HMP Aberdeen at Craiginches presents an opportunity to redevelop this 1.5ha site. Although no uses are currently proposed, the site lies in a predominantly residential area so a mixture of residential and other compatible uses are likely to be acceptable. There are however school capacity issues at Walker Road Primary School which will need to be considered.

Grove Nursery – Following a Council resolution part of this site could be identified for social enterprises specialising in a nursery, horticulture and/or allotments and other associated uses.

Raiths Rail Freight Facility – A change of use to employment land is proposed on the unused part of the site that is currently zoned as T1 Land for Transport. Before this happens, it would need to be confirmed that this land is not likely to be required for any future expansion of the rail freight facility. In addition there is no requirement to identify additional employment land. We have therefore referred to this as being a 'possible' development option, rather than a 'preferred' one at this stage.

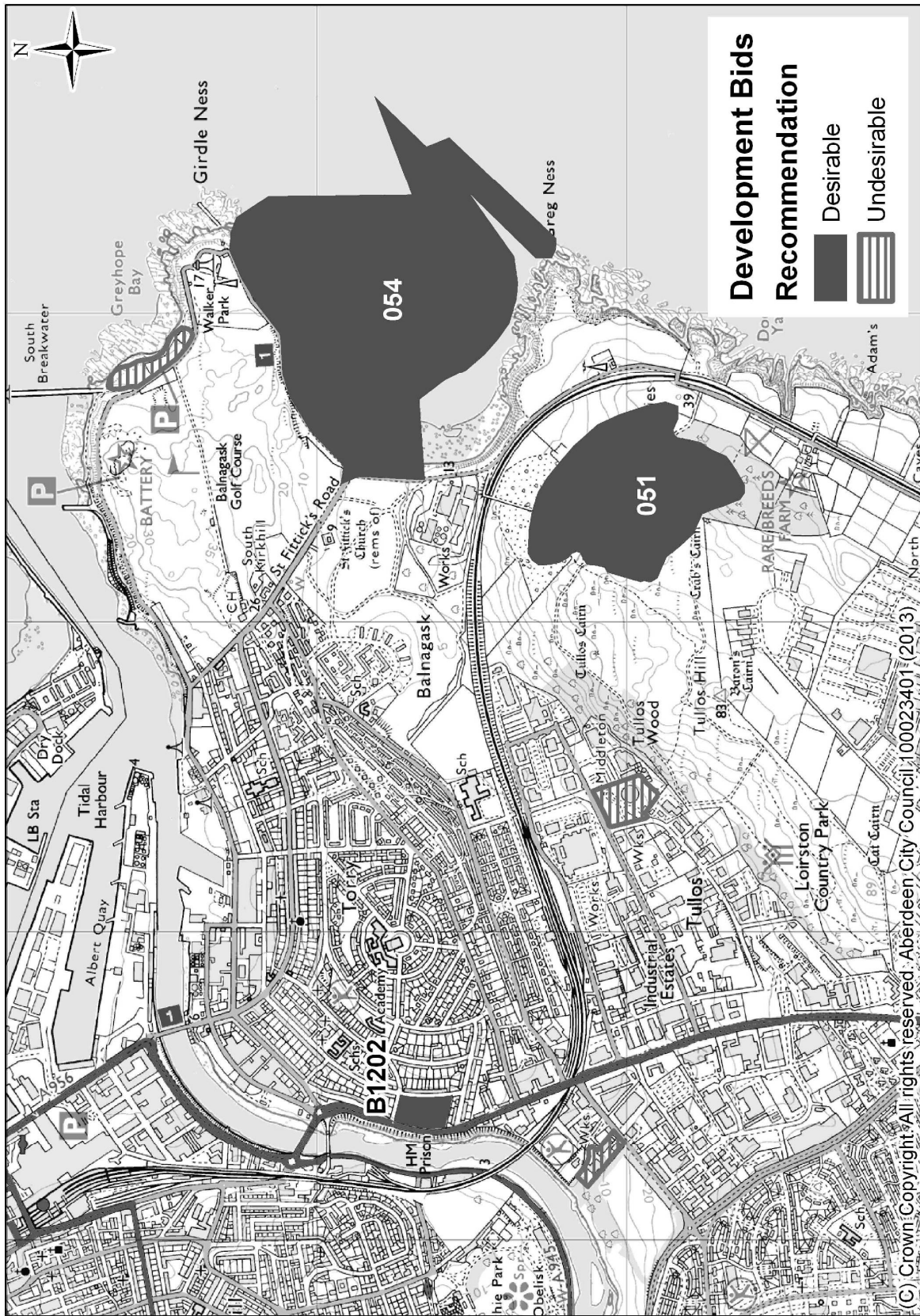
Charlie's House, Woodend Hospital West – This is a proposal to develop a specialist care facility for children which would serve the North East of Scotland. It may be necessary to alter the layout of the proposed development from that which has been submitted with this bid in order to best accommodate the development in light of flooding and slope issues which have been identified on part of the site.

Dyce Drive (Part of OP32) – The Dyce Drive employment area is currently split between two zonings – B11 Business and Industry (which allows Class 4, 5 and 6 uses) and B12 Specialist Employment (which restricts uses to Class 4 offices). However, nearly all of the B12 Specialist Employment land now has planning permission for Class 5 and 6 uses as well as Class 4. We therefore propose to rezone the B12 land at Dyce Drive to B11.

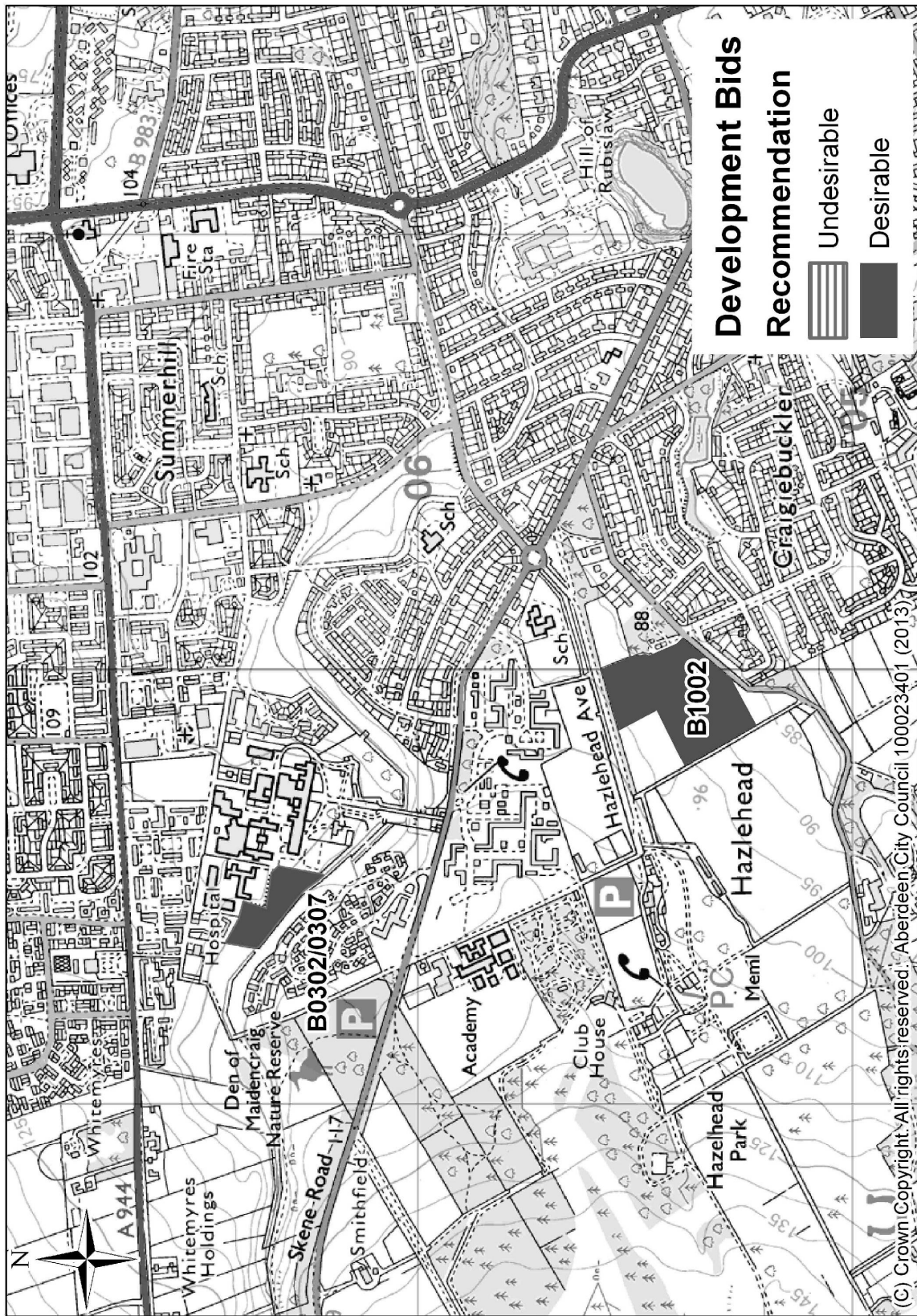
Other proposals detailed elsewhere in this Main Issues Report include the following proposals:

- Retail proposals (in Sections 2 Aberdeen City Centre and Section 3 Retail Centres outwith the City Centre).
- New Schools Proposals (in Section 4 Infrastructure and Transport).
- A number of transportation proposals are carried forward from the current Local Development Plan. Some new proposals are also listed but because they have not yet been fully designed, it is not possible to map these at this stage (in Section 4).
- Aberdeen Harbour expansion (in Section 5 Supporting Business and Industrial Development).
- Aberdeen Exhibition and Conference Centre (in Section 5).
- Ness Solar Farm (in Section 9 Climate Change).

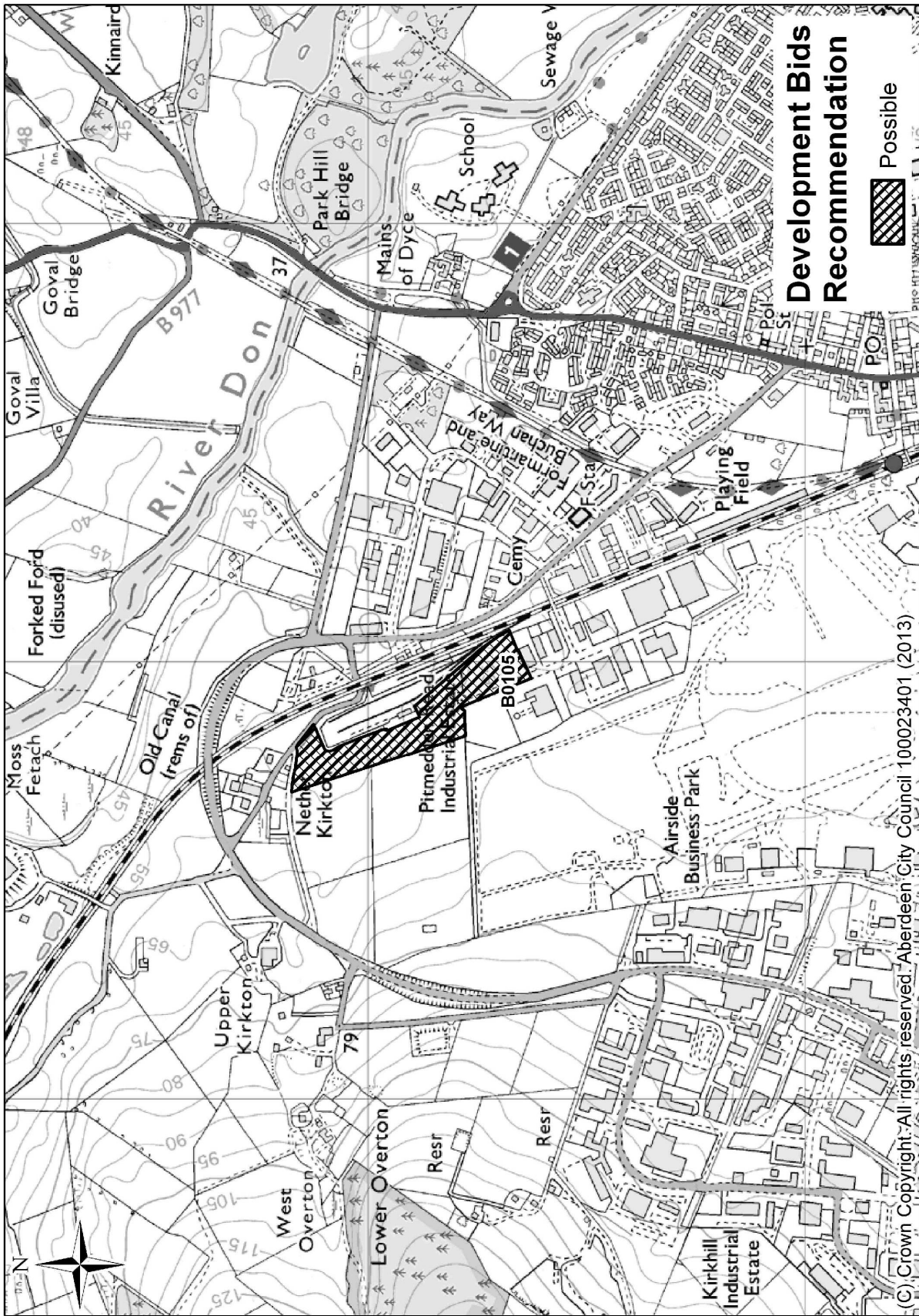
Map 2: Development Bids at Aberdeen Harbour Expansion (054), Ness Solar Farm (051) and Craiginches Prison (B1202)



Map 3: Development Bids at Grove Nursery (B1002) and Woodend Hospital West (B0302/0307)

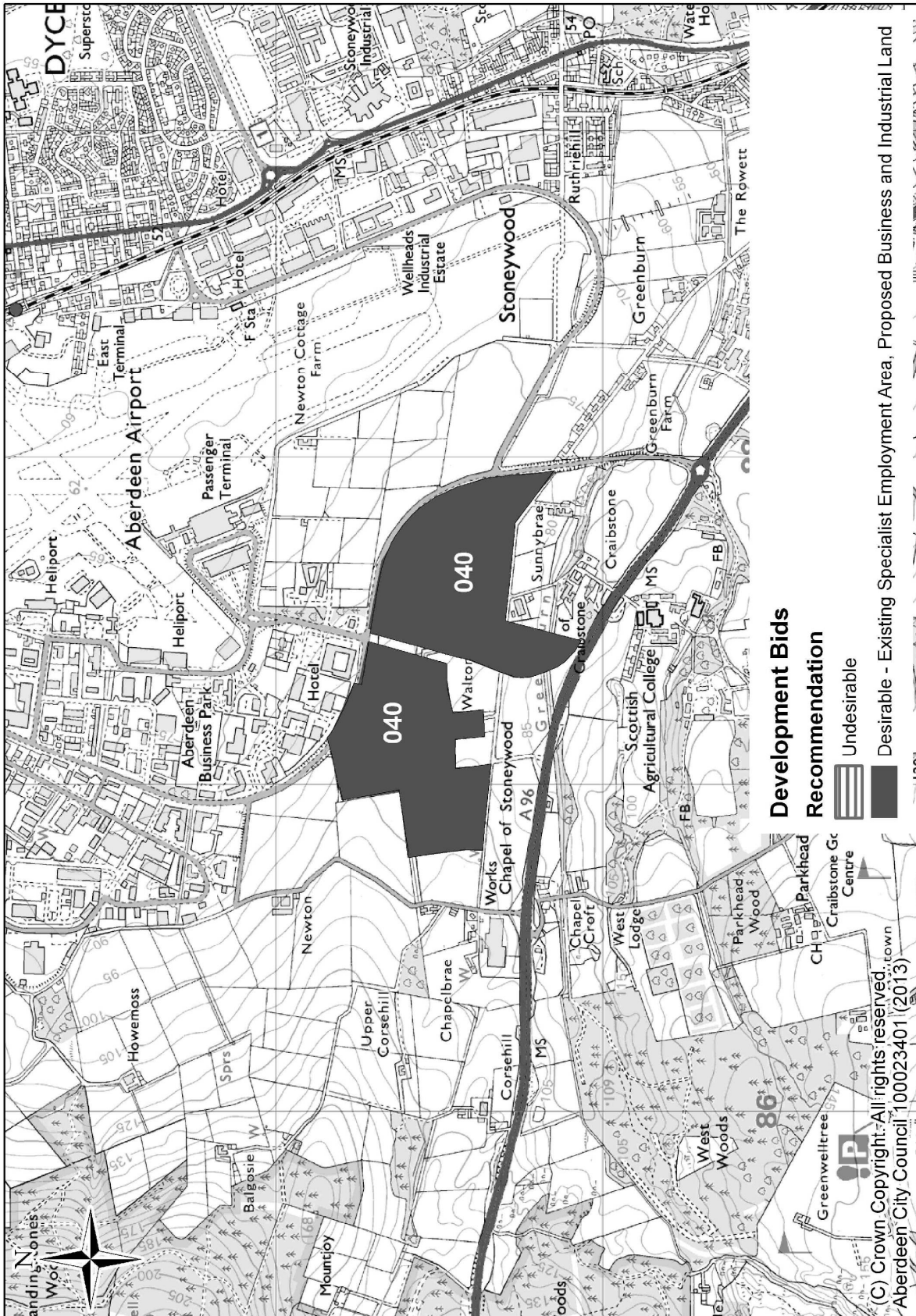


Map 4: Development Bid at Raiths Rail Freight Facility (B0105)



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Map 5: Representation relating to the re-zoning of OP32 from existing Specialist Employment Area to Business and Industrial Land (Representation 040)



3. Aberdeen City Centre

3.1 City Centre Background

The current Local Development Plan recognises that the City Centre plays a major role in the commercial, economic, social, civic and cultural life of Aberdeen and the wider North East.

The City Centre is an important regional centre providing a focus for employment and business interaction, it offers access to a wide range of goods and services, and it is a place where many people meet socially and choose to live and visit. It is especially important given the need for Aberdeen to be internationally competitive with other global oil and gas centres in order to anchor our oil and gas economy in the long term.

Throughout our Pre-Main Issues Report consultation earlier this year the City Centre was raised as a major issue with many saying there is a need for improvement. It is vital for the future prosperity of Aberdeen that the City Centre is enhanced and promoted as a safe, attractive, accessible and well connected place which contributes to an improved quality of life.

The City Centre has a strong character and a rich urban legacy. It includes a number of listed buildings and conservation areas, as well as the remnants of a historical street pattern and areas of archaeological significance. Union Street lies at the heart of the City Centre and epitomises Aberdeen to residents and visitors to the City alike.

The City Centre is the focus of the City's transport routes and includes hubs for bus, rail and ferry. There are relatively limited areas of open space, with two parks at Union Terrace Gardens and Bon Accord Terrace Gardens.

Recently there has been a lot of discussion regarding town and city centres across the United Kingdom. Draft Scottish Planning Policy (2013) and the National Review of Town Centres (2013) have proposed a '*town centre first*' policy approach for all footfall creating uses, such as retail, employment, culture etc. This means that such uses should be located in town centres ahead of other locations. Aberdeen City Council has promoted this approach for a number of years as it is been recognised that a mix of uses is important for a vibrant City Centre. Therefore, we will continue with this approach for the City Centre.

There are a number of committed and proposed projects within the City Centre that will help create a better place for people to live, work and visit. These are the potential pedestrianisation of Union Street, pedestrian friendly spaces at Marischal Square and redeveloping St Nicholas House.

Recently, there have been different partners and organisations leading on a number of initiatives across the City Centre such as The Aberdeen Inspired Business Improvement District and the Townscape Heritage Initiative. Robert Gordon

University has also produced a paper on 'Regenerating Aberdeen: A Vision for a Thriving and Vibrant City Centre.'

The City Centre Development Framework is Supplementary Guidance to the 2012 Aberdeen Local Development Plan. The Development Framework aims to create and maintain 'a sense of place' by separating the City Centre into a number of character areas and improving accessibility. Building on the Robert Gordon University paper we intend to revise the Development Framework to develop key themes and express these as a City Centre Vision and Masterplan which will replace the existing City Centre Development Framework.

Proposed Changes

3.2 Main Issue 2 - City Centre Vision

We propose that the Aberdeen City Centre Vision and Masterplan document should address five main themes - Urban Design, Cultural Vision, Union Street, North South Access and Links to the Sea.

- Theme 1: Urban Design

We want to balance conserving the historic character of Aberdeen with carefully considered high quality contemporary architecture. The Vision and Masterplan will include a Union Street Conservation Character Appraisal. We propose creating a green transport strategy combined with appropriate use of public space in the City Centre by preparing a Sustainable Urban Mobility Plan (SUMP) which we discuss later in this section.

- Theme 2: Cultural Vision

It is essential that the City Centre is the focus of cultural activity for not only Aberdeen, but the North East of Scotland. The city should incubate culture and extend the range of provision to retain talent in the city. There are major refurbishment proposals for Aberdeen Art Gallery and the Music Hall. There has also been major investment at the Tivoli Theatre.

- Theme 3: Union Street

Union Street connects all areas of the City Centre together and presents a unifying spine to the central core of the City. The character and identity of Union Street must be clearly defined, maintained and enhanced – combined with a strategy for its future function and activity.

- Theme 4: North South Access

Retail activity is focussed around the Bon Accord, St Nicholas, Trinity and Union Square shopping centres but delivering pedestrian priority and comfort between

the north and south of these areas is challenging. Orientation and wayfinding from Guild Street are required. We need a clear brief for Denburn Valley, incorporating Denburn, Woolmanhill to the north, Belmont Street and Union Terrace east-west and Union Bridge through to Guild Street to the south.

- Theme 5: Links to the Sea

The City has turned its back on the sea. We have a working harbour right in the heart of the City Centre and a sea beach within walking distance of Union Street. Neither is perceived to be accessible to the City Centre.

We would like to develop the Aberdeen City Centre Vision and Masterplan and adopt it as Supplementary Guidance to the new Aberdeen Local Development Plan.

Issue 2 - City Centre Vision	
What do you want your City Centre to be like by 2035 and how should it be used?	
Options	Implications
Option 1 – Current Policy Approach	
City Centre Development Framework is the strategy for the City Centre.	<ul style="list-style-type: none"> • This gives direction for development in the City Centre but does not focus on implementation.
Option 2 – Preferred Option	
Continue work on the Aberdeen City Centre Vision and Masterplan and adopt it as Supplementary Guidance to the new plan. The public sector will lead on the implementation of the strategy with help from private investment.	<ul style="list-style-type: none"> • Developing this work will give the City Centre a robust strategy, direction for development and will focus on implementation. • A City Centre team to be set up to lead on and co-ordinate development. • Public funding constraints.
Option 3 – Alternate Option	

<p>Continue work on the Aberdeen City Centre Vision and Masterplan and adopt it as Supplementary Guidance to the new plan. Implementation will happen through market demand.</p>	<ul style="list-style-type: none"> • Developing this work will give the City Centre a robust strategy, a direction for development and will focus on implementation. • It is not known how the market will react.
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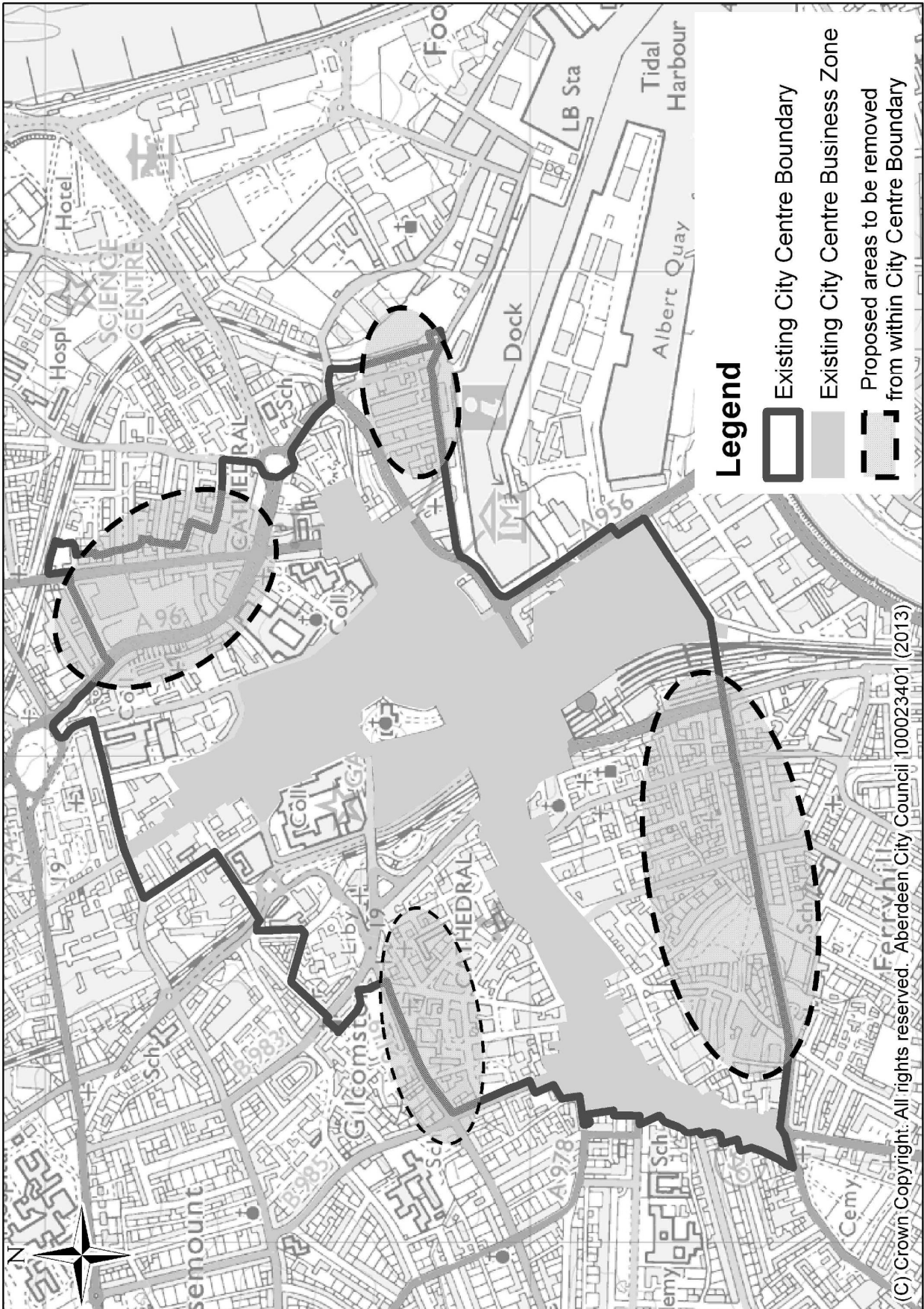
3.3 Review of City Centre Boundaries

A review of the City Centre and / or City Centre Business Zone boundaries is proposed. This review would concentrate on providing a more focused vision for the City Centre. Areas which we think could be excluded from the City Centre boundary include King Street, Skene Street and north Ferryhill (see Map 6).

Question 1 - Review of City Centre Boundaries

What do you think is important to include within the City Centre boundary and why?

Map 6: City Centre and City Centre Business Zone Boundaries



3.4 Design Expectations in the City Centre

The existing City Centre Development Framework touches on the need for quality design solutions in the City Centre and the need for all development to make a contribution to the wider context of Aberdeen. We feel that a stronger policy stance is required so that excellent design quality within the City can be encouraged, and substandard proposals can be refused.

As discussed in Chapter 7, better design quality, both in terms of individual buildings and wider places and spaces, is something which we want to achieve across the whole City. We need to drive standards of design even higher and strive for excellence. This is particularly important in the City Centre as it is here where the character and identity of our city is especially prominent and where the majority of our social and business interactions take place.

We intend to introduce a new policy which specifically considers design quality in the City Centre and for which all applications within the City Centre boundary will be assessed against, no matter the scale of the proposal. We want to make it clear that proposals that do not demonstrate an appropriately high quality design solution will not be supported. The City Centre also has a number of specific design issues which we intend to address within this policy, including feature lighting and public realm and public art.

Question 2 - City Centre Design Policy
<p>a. Do you think we should have a new policy which specifically addresses the design quality of proposals within the City Centre?</p> <p>b. What other things do you think we could do to improve design quality within the City Centre?</p>

3.5 High Quality Contemporary Design

The City Centre has over the last few centuries developed a uniformity of materials and styles, which is particularly reflected in the prominence of granite buildings. Contemporary architecture in Aberdeen City Centre is not obvious and when many people think of contemporary buildings they think of tower blocks from the 1960s and 1970s. A number of examples of successful modern architecture do however exist, for example the extension to His Majesty’s Theatre, the former General Post Office Building on Crown Street and the Maritime Museum.

The use of granite unifies many periods and styles of building and gives the City Centre its unique character. Although developments will be expected to consider and reflect the City’s rich heritage, we propose that where there are opportunities for contemporary design solutions then these should be actively encouraged and

embraced. This is something which our consultation with young people particularly touched upon.

Question 3 - High Quality Contemporary Design

What ways are there to encourage more opportunities for high quality contemporary design in the City Centre?

Is this something we should do?

3.6 Tall and/or Bulky Buildings

Tall buildings are defined as buildings which exceed the general height of its surrounding context and/or which significantly change the skyline. A bulky building may not breach the skyline, but may be viewed as at odds with its surroundings from strategic locations. Not all 'big' buildings have to be seen as tall or bulky however. Marischal College is a very large building at the heart of the City Centre, but its design means that it fits in comfortably with the surrounding streetscape and urban realm.

It is important that new development makes a positive contribution to the City Centre, and the impact of development on the skyline and the prevalent built form must be properly addressed. It is considered that a new policy on Tall and/or Bulky Buildings is required.

This policy would address locations where tall and bulky buildings might be limited to, for example the Palmerston area to the south of the City Centre. It could also address how proposals contribute positively to the associated street scene. We think that proposals for tall and/or bulky buildings must be of excellent design quality, show a clear assessment of local character and identity, consider strategic views and vistas, and contribute positively to placemaking. The lighting and climatic impacts of such buildings are also important considerations which we think this policy should address.

Question 4 - Tall and/or Bulky Buildings

- a. Where do you think would be the most appropriate locations for new tall and/or bulky buildings to be located?
- b. Are there any locations where you think tall and/or bulky buildings should not be allowed? Where do you think these are?
- c. What do you think is important for us to consider when assessing proposals for tall and/or bulky buildings?

Public Realm and Wayfinding

Public realm is the space between buildings, including streets, footways, squares, gardens, and landscaping. These areas, such as St Nicholas Street, set the scene for social interaction and cultural activities. They are just as important as the buildings and uses which surround them. High quality public realm is essential to the future success of the City Centre; if it looks good, and is easy, comfortable and safe to walk around, then the more successful it will be.

Currently we have no specific guidance which addresses the high design quality we expect within these spaces, or indeed how we expect the public realm of the City Centre to be treated. We think that a new Supplementary Guidance document is required which focuses specifically on public realm and public spaces throughout the city, but particularly within the City Centre. This could look at wayfinding, materials for street and road surfaces, areas for shelter, street lighting, and where and how public art should be incorporated.

This Supplementary Guidance could take the form of a Streetscape Manual in order to guide future public realm projects. As the majority of public realm areas within the City Centre are owned and maintained by Aberdeen City Council, this guidance would have to reflect the priorities of a number of different Council's services in order to be successful.

Question 5 - Public Realm and Wayfinding

- a. What type of things do you think a new Streetscape Manual should consider?
- b. What can be done to improve wayfinding throughout the City Centre (particularly between the north and south of the City Centre through the level changes)?

3.7 Main Issue 3 - Retail in the City Centre

Following the opening of Union Square and the extension and improvement of Bon Accord and St Nicholas Centres there is still demand for growth and investment from the retail sector in the City Centre.

Aberdeen City Council, Aberdeenshire Council and the Aberdeen City and Shire Strategic Development Planning Authority have recently commissioned a retail study for the North East region. The conclusions of the study show there is potential for developing an additional **30,000 sq. m. – 35,000 sq. m.** of retail floorspace in the City Centre by 2022. This is approximately the size of floorspace offered in the ground floor of Union Square (including the outdoor retail park). This potential is driven by a combination of expenditure growth per capita and large population increases within the catchment area served by the City Centre. Additional floorspace

will also help to prevent expenditure leakage and maintain the City Centre as the primary retail area of the North East.

Aberdeen has retail units dispersed throughout the City Centre, however, there are two areas of retail focus: the retail core (John Lewis to Union Square and Broad Street to Bon Accord Street) where many multiples are located; and the West End which is dominated by independent retailers.

The current Local Development Plan identifies a Regional Centre zoning and within that a City Centre Business Zone. Two policies cover these zonings, Policy C1: City Centre Development – Regional Centre and Policy C2: City Centre Business Zone and Union Street. The current Plan reinforces the role of the City Centre as the regional centre and it is the preferred location for retail, leisure and commercial development serving a city wide or regional market. The City Centre Business Zone contains most of the city's shopping floorspace and this is where most new development of this nature is to be directed.

We intend to draft a retail strategy within the Aberdeen City Centre Vision and Masterplan informed by the findings of the retail study. We would like to identify land for retail development in the City Centre. Retail should be located in close proximity to Union Street between the north / south bookends of Union Square and Bon Accord Centre and the east / west bookends of Broad Street to Huntly Street.

There is no site large enough in the City Centre to accommodate the amount of retail development identified in the retail study. Therefore, we need to explore opportunities to maximise the floorspace available, at all levels, on Union Street and possible extensions to the existing shopping centres in the City Centre. A number of other locations have been suggested through the retail study that could contribute. Table 3 and Map 7 detail this below (please note that sites are not ordered in preference).

Table 3 – Opportunities for Retail Development in the City Centre Business Zone

Site	Size - Gross Floor Area (m ²) approx.	Implications
Aberdeen Market	Existing retail offering 12,500 Additional gross floor area 5,500	<ul style="list-style-type: none"> ▪ Qualitative retail improvement. ▪ Opportunity to address accessibility issues from the Green to Union Street. ▪ Opportunity to address public realm issues.
Upper / Basement Floors, 73-149 Union Street	Existing retail offering 8,000 Additional gross floor area 2,600	<ul style="list-style-type: none"> ▪ Brings back upper and basement floor use. ▪ May lose some retail floorspace through redevelopment. ▪ Listed building constraints.
St Nicholas House	<2,000	<ul style="list-style-type: none"> ▪ Opportunity to address accessibility issues through St Nicholas Centre. ▪ Opportunity to address public realm issues. ▪ Council already has committed scheme for a mixed use development for the St Nicholas House site. ▪ Listed building constraint – Provost Skene’s House.
George Street / Crooked Lane	6,000	<ul style="list-style-type: none"> ▪ Opportunity to enhance George Street and link to John Lewis / extend Bon Accord Centre. ▪ Opportunity to address accessibility issues through Bon Accord Centre. ▪ Opportunity to address public realm issues. ▪ May lose some retail floorspace through redevelopment. ▪ Listed building constraints.
Denburn / Woolmanhill – long term major retail development	Approx. 20,000	<ul style="list-style-type: none"> ▪ Opportunity to enhance accessibility through the Denburn Valley. ▪ Listed building constraints. ▪ Flooding issues. ▪ Planning Brief for the site.

Total additional floorspace within the City Centre = approx. 33,500 m² Gross Floor Area

Issue 3 - A Retail Strategy for the City Centre	
Where should new retail development be located?	
Options	Implications
Option 1 – Current Approach	
<p>No strategy for retail development in the City Centre. However, major retail development focused within the City Centre Business Zone.</p>	<ul style="list-style-type: none"> ▪ Ad hoc approach to retail development, assessing any new development and its relationship to existing uses on its merits. ▪ Dispersed retail locations bring a lack of legibility to the City Centre.
Option 2 – Preferred Option	
<p>Find land for approx. 30,000 – 35,000 m². of retail development within the City Centre in the following locations:</p> <ul style="list-style-type: none"> ▪ Aberdeen Market ▪ Upper / Basement Floors, 73-149 Union Street ▪ St Nicholas House ▪ George Street / Crooked Lane ▪ Denburn and Woolmanhill 	<ul style="list-style-type: none"> ▪ City Centre to be the main destination for major retail development. ▪ Sites may need to be assembled for retail development. ▪ Implications detailed in Table 3. ▪ May not deliver all the retail space required if some sites are not developed.
Option 3 – Alternate Option	
<p>As per Option 2, however if this cannot be delivered, identify further sites on the edge of the City Centre.</p>	<ul style="list-style-type: none"> ▪ Does not focus all major retail development in the City Centre – this may impact on its vitality and viability. ▪ Provides more space for retail development.

3.8 Main Issue 4 - Union Street Frontages

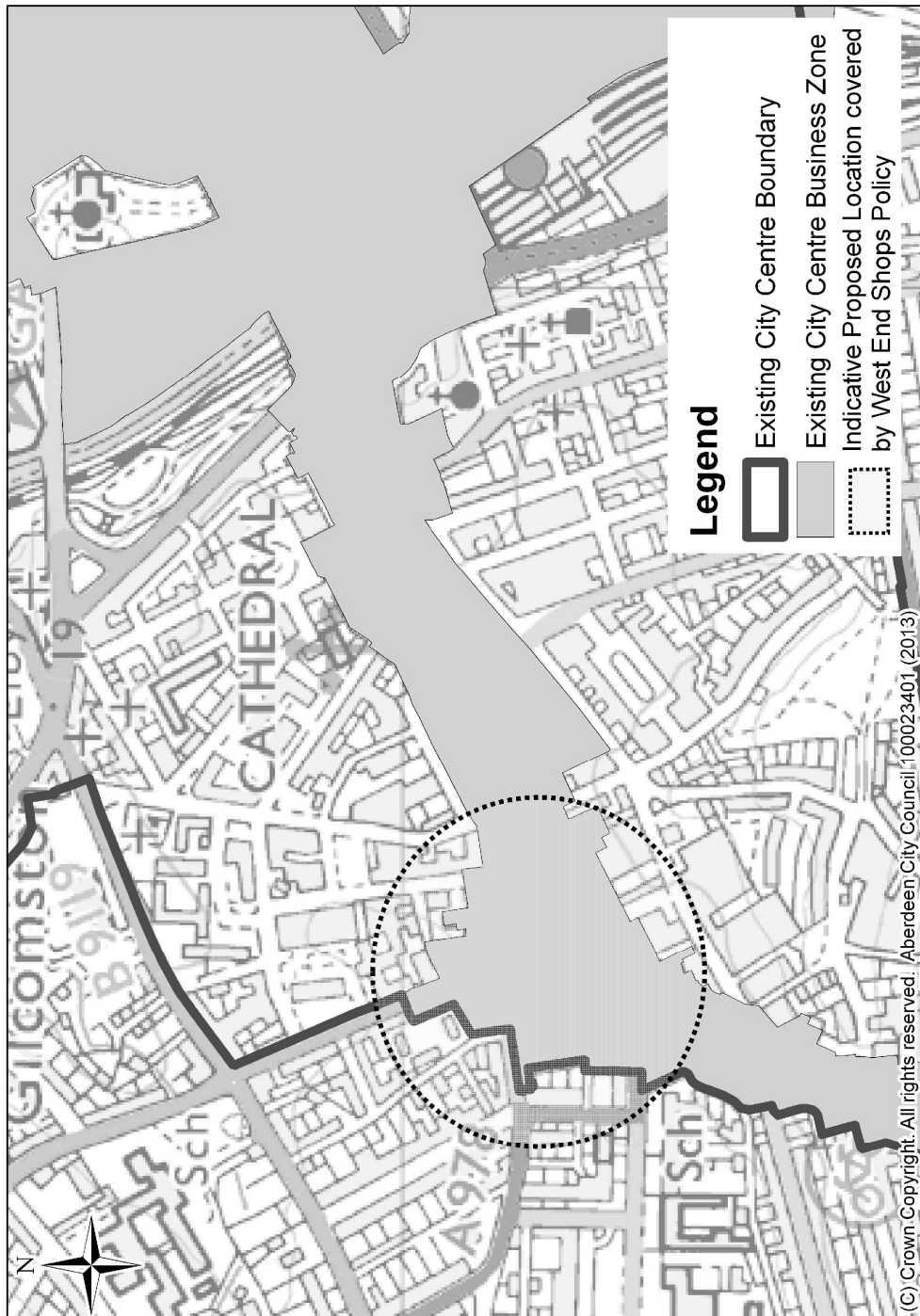
Union Street plays a prominent and wide-ranging role in the life of the City and has had a major role in the City’s retail function. Current Supplementary Guidance for the frontages on Union Street seeks to enhance its vitality and viability by retaining units for retail use along Union Street. However, in line with Draft Scottish Planning Policy’s ‘Town Centre First’ policy and to help address the recent increase in vacancies on Union Street, we propose to encourage a greater mix of uses to the west end of Union Street. Therefore, we are proposing to relax the Union Street Frontages Supplementary Guidance.

Issue 4 - Union Street Frontages	
Should there be a minimum level of retail frontage on Union Street or are other uses acceptable?	
Options	Implications
Option 1 – Current Approach	
Encourage the retention of retail on Union Street through the current policy.	<ul style="list-style-type: none"> • Retail on Union Street is becoming fragmented due to vacancies and approved change of use applications. • Lack of demand for retail on Union Street.
Option 2 – Preferred Option	
Relax the current policy. Promote a mix of uses on the frontage to the west of Union Street so long as it is public space and / or puts the whole building into use.	<ul style="list-style-type: none"> • Encourage a mix of uses in the west end of Union Street. • Protect public space on the ground level of Union Street.
Option 3 – Alternate Option	
Remove the policy altogether. Allow all uses on Union Street.	<ul style="list-style-type: none"> • Further fragmentation of retail on Union Street. • Loss of public space on ground level.

3.9 Main Issue 5 - New Policy for the West End Shops and Cafes

Due to the proposed review of the City Centre and City Centre Business Zone designations (as discussed in above), a new policy protecting the retail and café function around Rose Street (in the West End area north of Union Street) is also proposed.

Map 8: Approximate location of proposed West End Shops policy



The Council’s powers to protect and promote specialist and independent stores and cafes are limited and we cannot influence the occupier of individual premises or the type of goods and services they provide. Nevertheless, we can refuse applications that result in the loss of such premises where we consider that this would harm the character, function, viability and vibrancy of the West End,

Issue 5 - New Policy for West End Shops and Cafes	
Should the West End shops and cafes be protected? If so, how?	
Do you agree with the proposed area (please see Map 8 above)? If not, what do you think the boundary should include.	
Options	Implications
Option 1 – Current Approach	
West End shops covered by City Centre Business Zone designation.	<ul style="list-style-type: none"> West End shops are protected.
Option 2 – Preferred Option	
Establish a new policy to protect, encourage and enhance the West End shops and cafes.	<ul style="list-style-type: none"> City Centre Business Zone to be the main destination for major retail development. Encourage and enhance specialist / independent retail in the West End by focusing specialist / independent retail and cafes in this area.
Option 3 – Alternate Option	
No designation for the West End shops.	<ul style="list-style-type: none"> No protection for West End shops.

3.10 The Sustainable Urban Mobility Plan

Aberdeen City Centre is facing many transport challenges; large numbers of movements take place here and a large surrounding population commutes into the City Centre for work and to use Aberdeen's services and facilities. We have a working harbour in the City Centre and large numbers of movements bringing goods to and from it. The buoyant oil industry has brought affluence to the North East, meaning that car ownership is high.

These challenges have led to high car usage in the City Centre, congestion and poor air quality which exceeds both EU and national targets. Furthermore, the success of covered shopping centres and peripheral business parks has meant that many areas of the city, especially Union Street, are in need of revitalisation. The requirement to consolidate current and future transport projects within the City Centre whilst also tackling Aberdeen's transport challenges provides us with an opportunity to create a long-term plan on how transport and movement should be shaped within the City Centre.

We want the City Centre to be both accessible and sustainable and propose to develop and deliver a Sustainable Urban Mobility Plan (SUMP), which would inform any Aberdeen City Centre Vision and Masterplan document. A SUMP will assist in addressing many of the issues that the City Centre is currently facing. A SUMP is essentially a transport masterplan that looks forward into the next 25 years, setting out how Aberdeen could achieve a range of urban transport solutions.

A successful SUMP:

- ensures the transport system is accessible to all,
- improves the safety and security of its users,
- reduces air and noise pollution, greenhouse gas emissions and energy consumption,
- improves the efficiency and cost-effectiveness of the transportation of people and goods, and
- enhances the attractiveness and quality of the urban environment.

The SUMP will provide a comprehensive and detailed guide to how transport connections will develop over the next 25 years and how these connections will help to achieve regeneration of the City Centre as a whole. Examples of the type of issues it could address include the following:

- Pedestrianisation – either part or in full.
- The location of car parking and the connections between it and the City Centre.
- Public transport linkages between key locations.

Question 6 - Sustainable Urban Mobility Plan

What are the main transport issues in the City Centre which need to be addressed in a Sustainable Urban Mobility Plan?

3.11 The Beach Leisure Area

Aberdeen beach is one of the major leisure developments in the City comprising a cinema, restaurants, cafes and Codona's Amusement Park. It was apparent through early engagement on the new Local Development Plan that the beach and its facilities are well appreciated. However, the beach is not perceived as being accessible from the City Centre as the route is not very attractive or pedestrian friendly. Enhancing links between the beach and the City Centre was mentioned as something that could be improved. It was also stated that the development at the beach is rundown and needs to attract more activities. It has also become apparent (through a planning application) that there is pressure for out of centre retail development in this location.

The beach leisure area is currently zoned as Urban Green Space. However, it is realised that this zoning is inappropriate for the development at the beach. There is a lack of guidance for development at the beach and this is due to the inappropriate zoning and absence of an adopted masterplan. Therefore, it is proposed that a masterplan is prepared for the Beach Leisure Area.

Question 7 - A Masterplan for the Beach Leisure Area

Should a masterplan be commissioned for the beach leisure area?
What issues should the masterplan address?

How can we best connect the beach to the City Centre?

We propose changing the zoning of the development at the beach from Urban Green Space to a new 'Beach and Leisure' designation. This will encourage leisure uses that are compatible with the beach. We would propose discouraging retail development in this area in order to protect the City Centre.

Question 8 - Policy Zoning for the Beach

Should the beach leisure area be zoned as 'Beach and Leisure'? If not, what should the area be zoned as?

What uses should be promoted at the Beach? Should retail be discouraged?

4. Retail Centres Outwith the City Centre

4.1 Retail Centres Outwith the City Centre Background

As stated in Chapter 2 – City Centre, the City Centre is the preferred location for retail of a regional / city wide scale. However, designating retail centres outwith the City Centre is still important as it helps create sustainable mixed communities and encourages more sustainable travel patterns.

Retail Centre Health Checks were undertaken in 2012 and will be updated every two years. During this work it became apparent that Aberdeen has a large number of centres outwith the City Centre. Although they are important, they are relatively small and can be covered by RT4: Local Shops. It was also noted that there has in the past been an inconsistent approach in designating centres. A review of the retail centres is proposed and this may result in de-designation, change of designation or boundary changes.

Due to the development of the Aberdeen Western Peripheral Route (AWPR) and the residential and business development allocated in the current Local Development Plan, Aberdeen will become a more attractive city for retailers. Although nothing is proposed currently for a large scale retailer to locate in Aberdeen, we must be prepared for this eventuality.

The city's network of retail centres are classified into a hierarchy. A sequential approach to assessing retail proposals is taken in accordance with the hierarchy and in line with Scottish Planning Policy. The hierarchy comprises of the regional centre (the City Centre), town centres, district centres, neighbourhood centres and retail parks. Protection is afforded to all centres except retail parks through Policy RT1 – Sequential Approach and Retail Impact. Existing local shops outside the defined centres play an important role in helping maintain sustainable communities. Therefore protection for these shops is afforded through Policy RT4 – Local Shops.

Retail facilities at a local scale are to be provided in new major developments to encourage more sustainable travel patterns.

Proposed Changes

4.2 Protect Retail Parks

Retail Parks are not afforded protection through the sequential approach and are vulnerable to the pressures of out-of-centre retail development. It is therefore proposed that retail parks are protected through the sequential approach from out of centre retail development.

Question 9 - Retail Parks

Should Retail Parks be protected from the impacts of out-of-centre development through the sequential approach?

4.3 Network of Centres

It is proposed that the network of centres are rationalised through a review of the Hierarchy of Centres Supplementary Guidance. This would allow greater focus on the larger centres throughout the city and give scope for strategies to be drafted for these centres. All remaining local shops will be protected through Policy RT4 – Local Shops.

Question 10 - Review the Network of Centres

Should the network of centres be reviewed? If so, can you suggest any changes that should be made?

4.4 Main Issue 6 - Retail Centres outwith the City Centre

The Aberdeen City and Aberdeenshire Retail Study 2013 has looked at addressing retail deficiencies around the city. We propose to allocate land outwith the City Centre for retail development using the findings from the retail study. There are a number of committed retail opportunities across the city that have either been allocated through the existing Local Development Plan or have planning permission. Table 4 details these below.

Table 4 – Committed Retail Opportunities

Location	Proposed Development	Size GFA (m ²)
Site 4 Denmore Road	Unrestricted Class 1	7220
Dubford	Class 1	510
390-406 Great Northern Road	Convenience	230
Haudagain Roundabout	Retail Park	6500
Hazlehead Nurseries	General Comparison	500
Souter Head Road	Retail opportunity	5750
Wellington Road East	Class 1	912

Although the retail study has taken these commitments into account, it has identified that there are a number of further retail deficiencies which should be addressed (see Table 5). We think that proposals to address these deficiencies should be in addition to the opportunities detailed above in Table 4.

Table 5 – Opportunities Addressing Deficiencies

Location	Proposed Development	Size GFA (m²)
Newhills Expansion Area	Create a new Town Centre comprising of supermarket, general comparison, local shops and retail services.	Approx. 7,500 total floorspace 4,000 supermarket 3,500 other comparison + local shops and retail services.
Zone 29 – West Aberdeen / Countesswells (please see Retail Study)	Development to address deficiency identified in Zone 29. Floorspace can be in more than one location.	Approx. 7,000 total 5,500 convenience + 1,500 general comparison + local shops and retail services.
Grandhome	Create a new Town Centre comprising of supermarket, general comparison, local shops and retail services.	Approx. 7,500 total floorspace 4,000 supermarket 3,500 other comparison + local shops and retail services.

The retail study also examined a scenario involving providing additional comparison retail floorspace in out of centre locations in the form of new retail parks. This scenario was rejected on the grounds that it would have a potential adverse impact on existing centres and could undermine retail investment in the City Centre.

Issue 6 - Retail Centres Outwith the City Centre	
Should retail be allocated outwith the City Centre beyond the committed developments detailed in Table 4? If so, where?	
Options	Implications
Option 1 – Current Approach	
No retail strategy for development outwith the City Centre. Committed developments are detailed in Table 4.	<ul style="list-style-type: none"> • Ad hoc retail development. • Does not address the retail deficiencies across the city.

Option 2 – Preferred Option	
Allocate land for retail to address deficiencies across the city (see Table 5) along with committed developments detailed in Table 4.	<ul style="list-style-type: none"> • Retail development will be delivered that is appropriate to the local catchment. • Retail deficiencies across the city will be addressed. • The creation of new centres encouraging a more diverse range of uses.

4.5 Very Large Scale Single Retail Units

As mentioned above, due to future development in Aberdeen, it is now more likely that very large scale retailers (in units of around 30,000m²) may wish to locate within Aberdeen. As discussed in Chapter 2 – City Centre, there are constraints on the amount of space for retail development within the City Centre for this type of development.

If a large scale retailer wished to locate to Aberdeen, we would be interested to know your views as to where they should go. The key issues such a proposal would need to address are:

- the impact on the vitality and viability of existing centres, including the City Centre, and
- the need for good access to the transport system and by a range of transport modes.

Question 11 - Very Large Scale Single Retail Units

If a large scale retailer wished to locate to Aberdeen, where should they go?

5. Infrastructure and Transport

5.1 Infrastructure and Transport Background

Throughout the Pre-Main Issues consultation, there were a number of concerns expressed over infrastructure. These focussed on current congestion issues and potential congestion arising from new development, and the ability of new developments to deliver infrastructure in a timely manner. School capacity was frequently mentioned and it was stated that new schools should have adequate space to expand if necessary.

Most major pieces of infrastructure are paid for and provided by the public sector at both local and national levels. These schemes are essential for the delivery of the spatial strategy in both Aberdeen and Aberdeenshire. The next Local Development Plan will continue to support these schemes and safeguard land where appropriate. Major committed transport schemes include:

- The Aberdeen Western Peripheral Route
- A96 Park and Choose/Dyce Drive link road
- Berryden corridor and South College Street improvements
- Haudagain roundabout improvements
- Third Don Crossing
- Improved rail services, including a new station at Kintore

New development has an important role in the delivery of infrastructure. However, infrastructure provided by development must relate to it either as a direct consequence of the development or arising from the cumulative impact of development in the area.

Proposed Changes

The Aberdeen City and Aberdeenshire Cumulative Transport Appraisal (CTA) shows that new development across the north-east will have an impact on transport infrastructure. Through detailed testing, modelling and forecasting a package of defined transport projects have been identified by the Cumulative Transport Assessment to mitigate the impacts of new development and a Strategic Transport Fund has been set up to secure contributions from development to fund the delivery of this infrastructure. These projects are:

- River Dee Link
- Upgrade A944 Kingswells Roundabout
- A956 Junction Capacity Improvements
- Upgrade A944 Lang Stracht junctions
- New station at Kintore
- Bus priority measures, frequency improvements & additional services
- Capacity Improvements on the A96 corridor
- Upgrade AWPR Kingswells North junction
- Upgrade Bucksburn-AWPR Kingswells North Junction

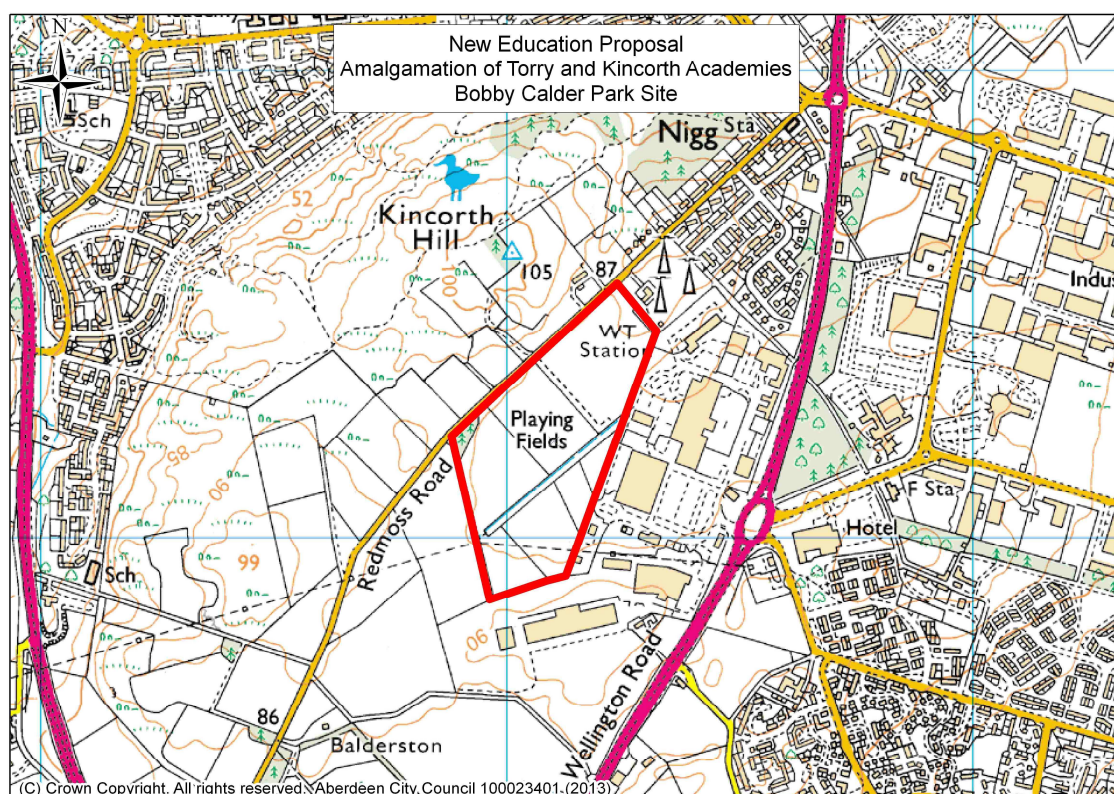
- Upgrade A944 Anderson Drive junction
- Persley Bridge
- Parkway junction improvements
- Safety/limited capacity improvements on access to A93
- Capacity Improvements on the B977 / B997

The Strategic Transport Fund will be re-published as statutory Supplementary Guidance on approval of the forthcoming Strategic Development Plan.

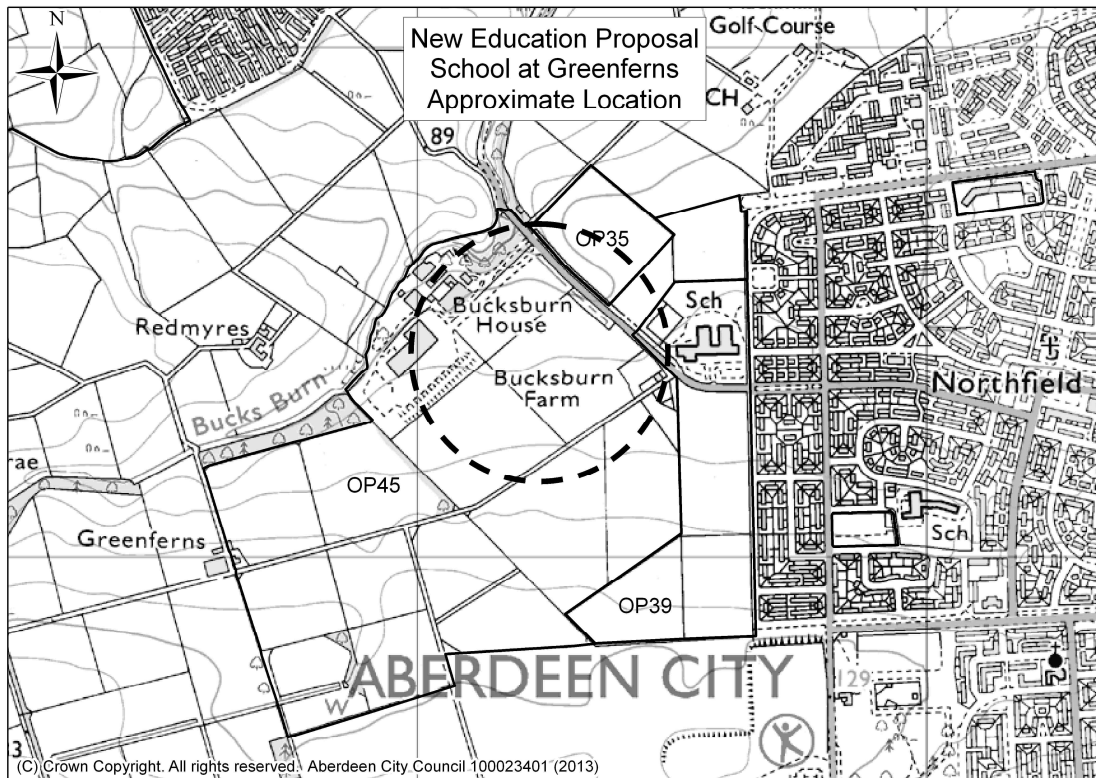
The City Council has carried out a review of its school estate, which provides a clear direction for education provision in Aberdeen for the next 25 years and takes into account significant education changes, demographics and future developments identified for the City. The full report contains 64 recommendations including new schools, mergers and improvements to existing schools and changes to school catchment areas, and will be subject to further rounds of consultation over the next few years. The new schools estate is likely to be funded by a combination of Council capital funding, Scottish Futures Trust and developer contributions. There are three specific proposals which are more advanced and which could be included in the Local Development Plan:

- A new Academy at Bobby Calder Park which will replace Torry and Kincorth Academies (Map 9).
- An Additional Special Needs School is proposed on part of OP45 Greenferns (Map 10).
- Identify Braeside Infants School as an interim primary school for pupils from new development at Countesswells, pending the completion of a new primary school there.

Map 9: New Education Proposal – Amalgamation of Kincorth and Torry Academies – Bobby Calder Park site



Map 10: New Education proposal – School at Greenferns – Approximate Location



5.2 Infrastructure Provision

Transport and education provision tend to receive the most attention in terms of infrastructure provision. However, there are many other types of infrastructure required to make a successful development including water and sewage, utilities, waste, health and community facilities and green infrastructure. Some of these are considered elsewhere in this Main Issues Report. We will continue to work closely with key agencies and infrastructure providers throughout the preparation of the Local Development Plan to ensure that we have planned for sufficient levels of infrastructure and services. We want to improve our Supplementary Guidance on developer contributions and provide greater clarity on delivery through our Action Programme. We will continue to hold ‘delivery workshops’ which bring together developers and infrastructure providers to overcome constraints affecting specific sites.

The Local Development Plan is one of a series of strategies and plans either in place or under development which puts us in a good place to take Aberdeen forward as a successful city. Others include the Strategic Development Plan, the Community Plan and Aberdeen – A Smarter City. All have infrastructure implications and the Council is preparing a Strategic Infrastructure Plan to deliver the infrastructure needed. It will identify where there are deficiencies in the City’s needs and will define the City’s infrastructure goals for the next 20 years and look at how these can be funded.

We would be interested to hear your views on whether there are other things we should be doing to deliver infrastructure.

Question 12 - Infrastructure Provision

Are there any other measures we should be taking to ensure that infrastructure can be provided in a timely manner?

5.3 Sustainable and Active Travel

The current Local Development Plan allocates a significant amount of housing and employment land. The next Local Development Plan must continue to deliver these allocations, in line with the Proposed Strategic Development Plan. It is essential that Aberdeen's transport system supports this development through appropriate walking and cycling infrastructure, bus and rail services and where appropriate new road infrastructure. The transport system must allow all citizens of Aberdeen to choose from a range of modes with health and sustainability at their core.

Travel needs can be reduced if the right development is in the right place and accessibility is one of the criteria used to determine where development should go. In addition, the Transport Framework informed the settlement strategy and continues to act as a supporting tool as we go forward towards the next Plan. The Transport Framework assesses the compatibility of groups of sites against the objectives and proposals set out in the Local Transport Strategy.

The Local Transport Strategy is being reviewed to reflect Aberdeen City's current situation with a view to improving the transport network for the future and this is informed by the National Transport Strategy and the recently approved re-refresh of the Regional Transport Strategy. Significant progress has been made since its publication in 2008 but there is still much to be done in advance of the opening of the AWPR to ensure the benefits of the new road can be 'locked in' and to provide a range of opportunities to reorganise and improve the City's transport networks for active and sustainable travel. A refreshed Local Transport Strategy will be adopted by summer 2014 and the next Local Development Plan will continue to support its policies and objectives.

The Local Development Plan must continue to prioritise travel modes in line with Scottish Planning Policy's modal hierarchy, which places active travel above other, less sustainable modes. Active travel and public transport networks must be supported and enhanced by new development so that walking, cycling and public transport are viable, attractive options for the people of Aberdeen.

However, we recognise that there are still instances in which people will require to travel by car. Therefore the Plan will look to encourage initiatives like car sharing and will continue to support development and expansion of the car club in Aberdeen to provide an alternative to people owning their own car.

Question 13 - Sustainable and Active Travel

Are there any other measures we should be taking to promote sustainable and active travel and to ensure that they become the first choice of transport?

6. Supporting Business and Industrial Development

6.1 Supporting Business and Industrial Development Background

Maintaining a ready supply of employment land in the right places is vital to Aberdeen retaining its position as a competitive and sustainable business location, which in turn will help to achieve the housing and population growth targets set by the Proposed Strategic Development Plan.

Current policy aims to safeguard existing business and industrial areas across the City from other development pressures, including safeguarding crucial infrastructure such as the Airport and Harbour. It is also recognised that support facilities can make an important contribution to the city’s employment areas and current policy supports this approach.

Proposed Changes

6.2 Digital Infrastructure

Although Aberdeen has one of the highest rates of domestic broadband uptake in the UK, we think that all citizens and businesses should have access to World Class Digital connectivity. This requires the provision of the necessary wired and wireless digital infrastructure that will enable such connectivity. In recent years Ofcom (The Office of Communications) has produced guidance that new build domestic and non-domestic developments should be connected to fast broadband.

The Proposed Strategic Development Plan identifies world class digital infrastructure as a priority for attracting and enabling development. This infrastructure includes having the provision for the necessary enabling infrastructure such as ducts to enable commercial cabling to premises. Policy I1 Infrastructure applies to all parts of the City and to any development that requires further supporting infrastructure, but does not specifically mention digital infrastructure. This is seen as an economic imperative to ensure the city’s continued competitiveness as a World Energy City.

We propose that digital infrastructure should be a supporting infrastructure required for all new developments.

Question 14 - Digital Infrastructure
Should all new developments provide modern high speed telecommunications networks?

Two key opportunities have been identified relating to business and industrial development in Aberdeen - the Aberdeen Exhibition and Conference Centre (AECC) and Aberdeen Harbour. Discussions on each of these can be found below.

6.3 Main Issue 7 - Aberdeen Harbour Expansion

The emerging National Planning Framework 3 proposes that the expansion of Aberdeen Harbour should be designated a “national development”. These are developments considered to be in the national interest and which are of strategic importance. Strategic Development Plans and Local Development Plans are required to identify national developments within their areas. This is to establish the need for the development and to help facilitate the consenting processes, such as planning permission, that are required. The growth of the Harbour is supported by the Proposed Strategic Development Plan.

Aberdeen Harbour Board released its ‘Case for Growth’ document in September 2012. This stated that in order for the Harbour to continue to grow as a business, there was a need to consider ways of expanding the existing facilities in Aberdeen. Expansion is needed to accommodate growth in oil and gas markets, decommissioning, offshore renewables, ferry traffic, the cruise market and the development of larger ships and vessels which cannot currently be accommodated within the confines of the current harbour.

A second document called ‘Directions for Growth’ looked at different options for expanding the harbour. Two options (at the beach around Footdee and at Cove) have been discounted due to them having considerable planning, construction, access and transportation difficulties. Nigg Bay however, has emerged as the preferred option for growth by means of a new harbour facility. This would involve constructing the harbour itself on the north side of the bay. The south part of the bay would be largely undeveloped, although a breakwater would need to be constructed from the southern point at Greg Ness. The existing harbour at Market Street would remain.

A new harbour at Nigg Bay has its own constraints which need to be carefully considered, specifically potential impacts on the landscape, open spaces, core paths, the historic environment, transport network and environmental designations such as the Nigg Bay Site of Special Scientific Interest and the River Dee Special Area of Conservation. However, Nigg Bay could accommodate the potential growth identified in the Case for Growth. It is also relatively close to the existing harbour and its planning, environmental and transport implications were considered more manageable when compared to the other options.

The consolidation and rationalisation of the existing harbour remains a potential option in the event that Nigg Bay cannot be progressed. It is not possible to accommodate larger vessels here without removing the two main peninsulas in the harbour. This in itself would reduce the harbour’s capacity. If provisions for larger ships are not made then ferry services, off shore renewables and decommissioning work is likely to relocate elsewhere resulting in loss of business to Aberdeen. Acceptance of this option would therefore represent the maintenance of the status quo or even managed decline.

Issue 7 - Aberdeen Harbour Expansion	
How can we best accommodate an expansion to Aberdeen Harbour?	
Options	Implications
Option 1 – Preferred Approach	
Create a new deep water harbour facility at Nigg Bay	<ul style="list-style-type: none"> ▪ Environmental, transport and planning issues need to be resolved. ▪ Less impact on the City Centre and its transport network. ▪ Opens up potential opportunities for economic growth.
Option 2 – Alternative Option	
Focus future growth on the existing harbour estate	<ul style="list-style-type: none"> ▪ Works to accommodate larger vessels would reduce berth space. ▪ Continued reliance on City Centre road network. ▪ Loss of potential future business to Aberdeen.

The principal means of access into Nigg Bay is likely to be the coast road. This will need to be widened to accommodate the heavy goods vehicles which use the harbour and it is likely that an improved crossing over the railway will be needed. In order to avoid impacts on residential areas, the coast road would be accessed via Wellington Road and through Altens Industrial Estate. Should transport modelling indicate that more than one road access is required, then these will need to be explored.

Some alternative access points are discussed in detail in the Harbour Board's bid submission to the Pre-Main Issues Report consultation in a document called 'Proposed Harbour Facility and Associated Infrastructure at Nigg Bay'. One option was to take access through East Tullos Industrial Estate, tunnel underneath the railway then take the road around the north of the sewage treatment plant. This would impact on the Tullos Hill Local Nature Conservation Site and the woodland and open space around Tullos Burn. A second alternative would join the coast road to East Tullos via the former landfill site. This would also affect Tullos Hill and would

require reconfiguration of the landfill itself. These options are likely to be very disruptive and expensive. The infrastructure document mentioned above discusses the possibility of releasing further business land in the area to help fund infrastructure costs – either along the coast road at Altens East or on the former landfill. We think it would be better if such interventions could be avoided if possible. However, we have raised them here for discussion purposes to hear what people think of their potential impacts and/or benefits, or to see if there are any other alternatives we should be thinking of.

The Harbour Board documents mentioned in this section can be found on the Council's website here;
<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=52210&SID=23540>

Should plans for a new facility at Nigg Bay progress, then more detailed consideration needs to be given to its interaction with the surrounding area. This could be addressed through a masterplan or development framework for the area. Specific issues that would need to be looked at are the interaction between the harbour and surrounding recreation areas, open spaces footpaths and viewpoints. Much of this would be dependent on how road access would be configured. However, the aspiration would be to create an operational port alongside an accessible beach and coastline giving visibility into the port within Nigg Bay. Other issues that could be explored are transportation, development and environmental impacts and opportunities for local community benefits that could emerge. Any feedback we receive through this Main Issues Report will help to shape and evolve these proposals.

6.4 Aberdeen Exhibition and Conference Centre

In June 2012 the Council began a tender exercise to select a private sector partner to help develop additional or replacement facilities for the Aberdeen Exhibition and Conference Centre (AECC). At a meeting of Full Council in October 2013 it was decided that ...

This section to be completed following the results of the AECC Tender Process

Question 15 - Aberdeen Exhibition and Conference Centre

7. Housing Needs

7.1 Housing Needs Background

In Aberdeen the value of housing is so high that there is a large proportion of the population that will not be able to afford to buy. Affordable housing is defined as housing of a reasonable quality that is affordable to people on modest incomes, providing a housing option for those people that can not afford private housing. Affordable housing may be in the form of social rented accommodation, mid-market rented accommodation, shared ownership, shared equity, discounted low cost housing for sale including plots for self build, and low-cost housing without subsidy. The Housing Need and Demand Assessment for Aberdeen City and Aberdeenshire (2011) identified a shortage of affordable housing and there is a need to address this in the Local Development Plan as part of the housing land allocation.

Currently the Local Development Plan requires that for all sites of 5 units or more there will be a requirement for 25% affordable housing. There is an expectation that for sites of 20 units or more the affordable element will be provided on-site. There are a range of tenures available that have been accepted as 'affordable housing' and there is currently no specified mix, thereby allowing flexibility to increase the probability of delivery. The Council's Housing Service is consulted at the time of an application to advise the most suitable size and tenure for a specific site. The availability of grants from the Scottish Government has a significant impact on the ability for affordable housing to be delivered on-site through the implementation of this policy. At present there is a total funding allocation of £7.5m to 2015 and an allocation of at least £8m for the period 2015 to 2018. The Strategic Development Plan is seeking to meet a housing requirement of 9,017 homes over this period across the Strategic Development Plan Area (2015-2018) and with 25% of houses in Aberdeen to be affordable this places significant pressure on the funding available.

Housing in Aberdeen is unaffordable to a large proportion of the population in Aberdeen and the delivery of more affordable housing is vital to support an increasing population and growing economy. It is important that there is consideration given to how the affordable element of developments can be delivered. There is an opportunity through this review to consider options for housing that deliver the most, in terms of numbers, and meet the requirements of those in the greatest need.

Proposed Changes

7.2 Main Issue 8 - Housing Needs and Affordable Housing

Given the potential difficulties in delivering the total affordable housing at present there is a need to consider alternative approaches that are able to deliver the increased number of affordable units. The preferred approach would be to continue to support the development of affordable housing in all new development areas, but to consider being flexible to approaches that increase the number of affordable units

delivered or meet a greater housing need. Within this option consideration would be given to a mix of commuted payments and on-site units, the purpose of the commuted payment being to top up or replace any Government funding available. This would result in a lower on-site delivery than has been identified as being required to meet housing need through the Housing Need and Demand Assessment. As a part of this option consideration would also be given to flexibility on the sale price for low cost home ownership products. If the sale price can be reduced this would put it in reach of more existing Council tenants. The low cost home ownership model does not rely on any grant and has the ability to free up existing council houses.

Within the Supplementary Guidance on Affordable Housing there is a need to review the methodology for calculating commuted payments in lieu of affordable housing. The findings for this review will be incorporated into Supplementary Guidance to support the Local Development Plan.

The existing approach for a requirement of 25% affordable homes on all sites greater than 20 would continue to be an option. Also, there is an option to move away from a blanket approach to the delivery of on-site affordable housing and identify areas or to allow for flexibility to determine which sites are expected to provide affordable housing on-site. For those remaining sites a commuted payments would be expected. This could focus the delivery of affordable housing in areas where the land values are lower to increase the ability to deliver affordable housing. There is also the opportunity to invest money from commuted payments from other areas in the delivery of the housing. This option does not conform to the Proposed Strategic Development Plan aim or advice in Scottish Government PAN2/2010 and does not help to provide mixed communities.

Issue 8 - Housing Needs	
How and where can we meet housing needs?	
Options	Implications
Option 1 – Current Approach	
Blanket requirement for 25% affordable housing on sites greater than 20 units.	<ul style="list-style-type: none"> • There is significant need identified and there is a requirement for at least 25% affordable housing. • There are difficulties with the delivery, with reduced funding available.

Option 2 – Preferred Option	
Flexibility in the policy approach for affordable housing allowing options that can help to deliver greater numbers of affordable homes.	<ul style="list-style-type: none"> • There could be a decrease in the predicted number of affordable homes provided compared to the existing approach. • It is considered that in reality this approach will meet a greater need and deliver more affordable housing within sustainable new communities.
Option 3 – Alternate Option	
Identify specific sites or allow flexibility for when on-site delivery is required.	<ul style="list-style-type: none"> • This would not conform to the Proposed Strategic Development Plan’s objective for sustainable mixed communities. • It may help to provide a greater number of affordable houses than the existing approach.

7.3 Regeneration

Aberdeen City Council is currently developing a new framework for regeneration to replace its strategy of 2007. This will integrate social, economic and area-based initiatives in a number of parts of the city. As well as redirecting existing spending, the strategy will look at access to new funding sources and the use of its own asset base to stimulate new investment.

The regeneration framework is currently based on three priority projects: Middlefield, Tillydrone and ‘Green’ regeneration at Torry / Balnagask. Individual Project Teams have been established to work with local communities in implementing these projects. It is likely that more projects will be progressed during the period of the next Local Development Plan. Any significant new developments will take into account any masterplanning work previously undertaken.

7.4 Private Rented Accommodation

There are significant pressures in the private rented sector and the rental values in Aberdeen are amongst the highest in Scotland. Citylets reports that in Aberdeen average rents are now £967 per calendar month, which is the highest figure recorded for Aberdeen and represents a 7.3% increase over the year. Over the last four years rents are up in Aberdeen by 15.5%. The private rented sector plays an important role in meeting housing demand in providing support for contract workers, young professionals, households who have deferred house purchase or households who prefer to rent. Even with increased housing supply many young professionals or key workers will not have the resource to purchase housing. The new supply of private sector rented accommodation delivered through private investment is something that should be encouraged.

Question 16 - Private Rented Accommodation

Do you agree that private rented accommodation should be supported by policies in the Local Development Plan and are there ways in which it can be promoted?

7.5 Main Issue 9 - Housing for Older People and Particular Needs

There has been significant growth in the older population across Scotland and in Aberdeen. This trend is forecast to continue and the largest growth in population is for people older than 75, and there is also significant growth in population of people aged between 65 and 74 (National Records of Scotland 2013). It is important that the Local Development Plan recognises this change in demography and responds to the challenges that this will effect. Scotland’s National Planning Framework 2 seeks to “ensure that the implications of our changing demographic profile are fully reflected in the provisions for housing, transport and community facilities.”

The provision of attractive housing for older people has wider benefits because it will help to free up much needed under occupied family housing. Delivering attractive accommodation is very important in achieving this because older people do not necessarily want small one bedroom properties, but they may want space for visiting relatives and private garden ground. Without making properties attractive to older people they are less likely to consider leaving their family home. This has been confirmed through the consultation that has been undertaken on the preparation of this Report with the public and colleagues in the housing service.

‘Ageing wi’ Opportunity’, Aberdeen City Council’s Joint Commissioning Strategy for Older People, presents feedback that suggests older people want opportunities for social interaction, that safe travel options are important and that they want the opportunity to contribute towards their community.

The Scottish Government's key policy priority is to support people to remain at home for as long as possible, rather than in care homes or hospital settings. This is known as 'shifting the balance of care' and is a national priority across all care groups. This is reflected in the national indicator to increase the percentage of people aged 65 and over with high levels of care needs who are cared for at home. It will be important that through planning, due consideration is given to providing opportunities for older people to choose to be housed within mainstream housing. There will always be a proportion of older people that do not feel the need to downsize or would not consider leaving the family home.

As the population of older people in Aberdeen increases so too will the number of people suffering from dementia. Research by Alzheimer's International suggests the prevalence rates in those aged over 85 years is 23.6%. Based on the projected population increase of 109.8% in this age group there would be a resultant 91.6% increase (826 people) in the over 85 population with dementia in Aberdeen by 2033. The design of development is important for older people, especially those who suffer from dementia. Older people want to have good quality housing, good transport links and local facilities, which all benefit the whole community if they can be provided. For people suffering from dementia the creation of a high quality, distinctive, place will help them orientate themselves. This objective is in harmony with proposals in the Report in Section 7: Design, Placemaking and the Designated Built Environment.

In addition to housing for older people it is important that there is a sufficient supply of housing that can be adapted to meet the needs of people with physical and learning difficulties. Their requirements will vary and minor or major adaptations can be undertaken to allow an individual to remain in their home.

There is a question about how the provision of housing for older people and people with particular needs can be increased. Although there is clearly an increasing demand resulting from the increase in the population of older people the provision of suitable accommodation has been limited to small scale care developments. There is currently a policy in the Local Development Plan that seeks a mix of house types and sizes to be provided, although there is no specific mix required.

The 2008 population projections for Aberdeen City and Shire identified that the proportion of householders aged 60 or over is and will continue to be 28%. The Housing Need and Demand Assessment identified that 4.5% of households have someone in need of adaptations (this figure excludes people aged 60 or over).

Proposed Changes

It is proposed that 10% of housing developments provide properties that are suitable for older people and have the ability to be fully adapted for particular needs. 10% reflects the Council's minimum requirement for their own housing projects and reflects the fact that not all older people would consider moving or have the need for adapted properties. This requirement would apply to larger developments of 50 or more where it should not cause difficulties in providing a suitable mix. This could be

restricted to properties with step free access and are built to the Government’s standard of Housing for Varying Needs – A Design Guide Part 1: Houses and Flats or Part 2: Housing With Integral Support. There will also be a demand for affordable housing for older people and people with specialist requirements and a share of the affordable housing should also be designed to be suitable, again 10% is suggested as a preferred option. The provision of housing should be in within high quality, distinctive, places with good access to facilities and public transport.

The Alternative Options would be to either maintain the current approach and not to address this issue or to increase to percentage of housing up to 33%, reflecting the proportion of the population that are in this age group.

Issue 9 - Housing for Older People and Particular Needs	
How can we ensure that a range of house types and sizes can be delivered to meet the needs of the population, including older people and people with specialist housing requirements?	
Options	Implications
Option 1 – Current Approach	
The current approach is to rely on the market to deliver what is required.	<ul style="list-style-type: none"> • It does not appear that the market is responding to the increasing demand at present. • The current housing mix policy through monitoring does not appear to be achieving the desired results. • This approach would be simple to manage through the application process.
Option 2 – Preferred Option	
Set a target of 10% of homes on sites of 50 dwellings or more to be suitable to the older population and people with physical disabilities.	<ul style="list-style-type: none"> • There would be an expectation that this would increase the proportion of dwellings that would be suitable to older people and people with physical disabilities.

Option 3 – Alternate Option	
Set a target of 33% of homes on sites of 50 dwellings or more to be suitable to the older population and people with physical disabilities.	<ul style="list-style-type: none"> • There would be an expectation that this would increase the proportion of dwellings that would be suitable to older people and people with physical disabilities.

7.6 Gypsy/Travellers

There is currently a lack of suitable Gypsy/Traveller sites in Aberdeen as identified through the Accommodation Needs Assessment (2009). The lack of suitable sites leads to unauthorised encampments in any available location across the City. Often these can be in unsuitable locations. To meet the needs identified, the existing Local Development Plan identifies a requirement to provide three new Gypsy/Traveller sites within new development areas, namely Grandhome, Newhills Expansion and Loirston. Development of these sites is currently at an early stage and there is not a timetable for the delivery. There is also a policy framework to assess proposals for private Gypsy/Traveller sites or alternative Council projects.

Since the needs assessment was undertaken there has been an increase in the number of large (up to 40 caravans) unauthorised encampments. These large encampments have been largely the same group that have been evicted from one site and, with no available sites, move onto another unauthorised site. The current approach does not address the needs of this group.

In addition the Council has made a decision to progress the development of a halting site on Howes Road, which is located within the Greenferns area, identified for residential development. The Council has committed to continue the process to deliver further sites across the City.

It is necessary for the Local Development Plan to take cognisance of the Council's decision to bring forward a site on Howes Road. It is proposed that the site on Howes Road will be identified for the use as a Gypsy/Traveller site and the Development Framework will be updated to reflect this decision.

Question 17 – Gypsy and Traveller Sites

Do you have any comments on the current approach to the provision of Gypsy/Traveller sites?

8. Design, Placemaking and the Designated Built Environment

8.1 Design Background

A high quality environment is at the heart of everything the Council wants to achieve by 2035. High design quality and the creation of safe, clean, well-maintained and attractive environments were also touched on a great deal during early consultation on the next Local Development Plan.

For residents of the city we know that the design quality of buildings and public spaces is fundamentally important. This is the case be it listed buildings, conservation areas, or new modern developments. Buildings and spaces set the scene for our lives. Better design quality can help increase social interaction, reduce emissions, have a positive effect on physical and mental health, and promote a sense of local ownership of (and respect for) a neighbourhood.

For visitors investing and working in the city, places and buildings which are well-designed also play a significant role. The economic growth of the city depends upon attracting and retaining the best businesses and workforce. This is especially important to Aberdeen as it continues to compete on a global scale in the oil and gas sectors. Competition is rife, and it is increasingly apparent that decisions on location can often hinge on quality of environment.

There are currently six policies within the Local Development Plan which fall under the heading “Promoting High Quality Design”, and generally these seem to be working well. We do however intend to make some changes to the way the Local Development Plan considers Design, Placemaking and the Designated Built Environment in order to build upon our current approach. We also need to ensure our policies can help us meet the targets set by both strategic and national planning policy.

In the next Local Development Plan we intend to place a far greater emphasis on ensuring the delivery of high quality places where the value of good design can be truly realised. This will require a collaborative process and consideration of the six qualities of a successful place: distinctive; welcoming; adaptable; resource efficient; safe and pleasant; and, easy to move around and beyond. We need to ensure these qualities are at the heart of the places we are maintaining and creating.

Proposed Changes

8.2 Design Quality

In terms of increasing design quality, a lot of important work has been done already, for example through the introduction of the Masterplanning Process and the Design Review Panel. But we need to go further – to drive standards of design even higher and demand excellence. This is supported by the Proposed Strategic Development

Plan which states (para 4.33) that we must set the highest standards for both urban and rural design.

Design is a material consideration in determining planning applications and applications can be refused solely on design grounds. A building might look good architecturally, but if it doesn't relate to its context (for instance if the materials are out of keeping, or if the building is too tall or bulky) then it will not contribute to successful placemaking and should not be approved. A key part of protecting and enhancing design quality involves understanding and respecting the character and distinctiveness of place and setting.

As such, we want to introduce a clear requirement that proposals must, no matter where they are in the city, or what they are proposing, demonstrate a high design quality which clearly shows how local context has informed the final design solution. To do this we want to make it clear in our policies that proposals which do not demonstrate an appropriately high quality design solution will not be supported.

Question 18 - Better Design Quality

- a. Should we strive for a better design quality across the city and refuse permission to proposals which do not meet our high standards?
- b. How do you think we should do this?

8.3 Design Statements

One way of increasing design awareness and demonstrating how the local character and distinctiveness of a place has informed a design solution is through a Design Statement. Design Statements show how proposals have had regard to sustainability and low carbon design, for instance through orientation, material choice, and a positive consideration of renewables. Design Statements aren't just useful for new building proposals, but also for things like new lighting, advertisement and landscaping proposals as well.

At a national level the Scottish Government requires that Design Statements or Design and Access Statements are submitted in the following circumstances:

- Design and Access Statement: required for applications for planning permission for 'national' and for 'major' developments. The 'access' part of the statement must also demonstrate how issues relating to access for disabled people to the development have been dealt with. Definitions of 'national' and 'major' development can be found at <http://www.scotland.gov.uk/Resource/Doc/278390/0083657.pdf>.
- Design Statement: unless the development comprises the alteration or extension of an existing building, applications for planning permission for 'local' (i.e. not

'major' or 'national') development within the following areas must be accompanied by a Design Statement:

- a World Heritage Site,
- a conservation area,
- a historic garden or designed landscape,
- a National Scenic Area,
- the site of a scheduled monument, or
- the curtilage of a category A listed building.

This means there are a large number of applications that do not require a Design or Design and Access Statement to be submitted. This leaves a gap where a number of important applications (e.g. local proposals affecting Category B listed buildings outwith a conservation area) do not have to demonstrate the principles which the design has been based, or how the local identity has been taken into account. We think this needs to be rectified if we are serious about raising design quality across the city.

Outwith the existing requirements set by the Scottish Government, we would like to increase the number of applications which are accompanied by a Design Statement (and would require the submission of such a Statement before they could be determined), and produce detailed guidance to set out what Design Statements should address.

We think that Design Statements should accompany every application submitted for determination (be it for planning permission, listed building consent, conservation area consent or advertisement consent) with only the following exceptions:

- Residential development of less than 5 dwellings
- Applications solely for a change of use
- Applications for business, general industry, storage or distribution of less than 5,000 square meters

Notwithstanding the above, all proposals which have the potential to affect either a listed building, no matter the category of listing, or the character of setting of a conservation area, will require to be accompanied by a Design Statement, as will any proposal impacting on the Green Belt or the Green Space Network.

Question 19 - Design Statements

- a. Do you think introducing a requirement for Design Statements to accompany a greater range of applications is a good idea?
- b. When do you think we should request a Design Statement?
- c. When do you think a Design Statement might not be useful?
- d. We intend to produce guidance on what should be included within Design Statements. What do you think might be important to include within a Design Statement?

8.4 Demolition of Traditional Granite Buildings

Aberdeen is known internationally as the Granite City and Policy D4 of the current Local Development Plan encourages the retention of granite buildings even if not listed or in a conservation area. This policy recognises that there will however be instances where there is no reasonable alternative except to demolish, and in such circumstances states that we will expect the original granite to be used on the principal elevations of any replacement building.

The current policy does not however give any scope to assess applications which propose demolition. We think that the policy needs to be updated to include some provision for this, and suggest that applications for demolition of a traditional granite building are assessed against similar criteria to that set out by Scottish Ministers in the Scottish Historic Environment Policy, i.e. applicants will be expected to provide evidence to show that:

- a. the building is not of special interest,
- b. the building is incapable of repair,
- c. the demolition of the building is essential to delivering significant benefits to economic growth or the wider community, or
- d. the repair of the building is not economically viable and that it has been marketed at a price reflecting its location and condition to potential restoring purchasers for a reasonable period.

Introducing such criteria would allow a tool for Planning Officers to appropriately assess proposals for demolition, something which the current policy wording does not provide. We also intend to clarify that this policy applies to traditionally constructed granite buildings, and not buildings with modern granite façades where generally this stone is of a lesser quality and has been imported into the country rather than sourced from local quarries.

We also think that the use of granite on replacement buildings should not be limited to the principal elevations of a building, but also used on any other prominent elevations and potentially within landscaping proposals as well.

Question 20 - Demolition of Traditional Granite Buildings
<ul style="list-style-type: none">a. What do you think about our suggestion to include the criteria that applications for the demolition of traditional granite buildings will be assessed against our existing policy?b. For replacement schemes, what do you think about encouraging the reuse of granite in places other than the principle elevation?

9. Natural Environment

9.1 Natural Environment Background

Current Local Development Plan policy provides protection for Green Space and the Green Belt and ensures the provision of open space in new developments, as well as safeguarding access rights. It also protects areas of trees and woodland and any areas identified for their natural heritage value. In addition, policy seeks to manage flood risk and drainage issues, and restricts inappropriate development in coastal areas.

9.2 Principles

These principles were widely appreciated during our pre-Main Issues consultation and will remain the same in the next Local Development Plan. It is proposed that existing policy on this topic will be carried forward largely unchanged, with only minimal updates. However, a number of changes are proposed to the format of Supplementary Guidance, in order to make the information contained in the documents more focused and useful.

It is also proposed that climate change will be more of a significant strand in the next Local Development Plan, and it is suggested that where relevant, Natural Environment policies explicitly mention their contribution to adaptation and mitigation for climate change. This is discussed in more detail in the Climate Change section of this report.

Question 21 - Natural Environment
Should we carry forward our current policy approach to protecting and enhancing the natural environment into the next Local Development Plan?
Do you wish to suggest any other proposed changes to natural environment policy?

10. Climate Change

10.1 Climate Change Background

Climate change presents a key challenge for Aberdeen with potential impacts on the built and natural environment, the people and the economy. Climate change projections for the City indicate an increase in temperature and autumn and winter rainfall, with more episodes of heavy rainfall and extreme temperatures presenting a risk for people, property, infrastructure, habitats and species.

The Scottish Government's commitment to tackling climate change is set out in the Climate Change (Scotland) Act 2009. This legislation has put in place targets to reduce greenhouse gas emissions 42% by 2020 and 80% by 2050, ensuring Scotland plays its role in reducing emissions and is prepared for and resilient to the impacts of climate change.

Through planning there is the opportunity to both help to mitigate the impacts of climate change and ensure that we are in a position to adapt to the impacts of future climate change.

1. Mitigation – to slow down human induced climate change by reducing the amount of greenhouse gases in the atmosphere.

Scottish Planning Policy recommends that the planning system should contribute to reducing greenhouse gas emissions in line with Scottish targets; to reduce energy consumption and support the development of renewable energy generating technologies. It will be important that the Local Development Plan responds to these issues.

Scottish Planning Policy also states that 'when designating land for new residential, industrial and commercial development, planning authorities should consider energy and heat requirements, with new development making use of opportunities for decentralised and local renewable or low carbon sources of heat and power, where possible.'

The current Local Development Plan spatial strategy is based on sustainable planning principles seeking to minimise greenhouse gas emissions by creating sustainable communities that focus on sustainable travel and seek to minimise the use of land and resources. The Plan also includes policies that respond individually to some of the key issues.

The Scottish Government's [Climate Change Delivery Plan](#) states that we require: "Almost complete decarbonisation of road transport by 2050 with significant progress by 2030 through wholesale adoption of electric cars and vans, and significant decarbonisation of rail by 2050." The current Local Development Plan therefore supports actions which encourage the uptake of ultra-low emission vehicles using

alternative fuels such as electricity and hydrogen in addition to continuing to encourage more trips by sustainable and active modes.

2. Adaptation – measures to adapt to our changing climate. Predictions are for warmer and wetter winters, hotter and drier summers, rising sea levels and increased extreme weather conditions.

Scotland's Climate Change Adaptation Framework: Spatial Planning and Land Use Sector Action Plan Getting the best from our land - A Land Use Strategy for Scotland (March 2011) identifies that the predicted changes to our climate, green networks and peat stores are key objectives relevant to the Local Development Plan.

The predicted changes to our climate will result in an increased risk of flood events and more severe flood events. Flooding has the potential to affect public safety, to cause damage to properties and disrupt day-to-day life. The Local Development Plan provides an important opportunity to take a long term, catchment focused, approach to flood risk. Site allocations for future development should seek to avoid areas at risk of flooding to ensure their long term sustainability and resilience to climate change and all development must incorporate drainage infrastructure to ensure that the flood risk is not increased elsewhere.

Supporting and enhancing green networks in the urban area plays an important role in adapting to the impacts of climate change. Green networks have the opportunity to be used to create floodplain woodlands and wetland habitats that can reduce the risk of flooding. Green Networks can provide habitat networks to help biodiversity thrive as the climate changes. Green networks in the City may provide valuable cool areas if temperatures increase in the summer.

Peatland is a major store of carbon, and development that removes or disturbs this store will result in increased emissions. It will be important through the Local Development Plan to protect against the development or disturbance of peatland, which will minimise further changes to the climate.

Proposed Changes

10.2 Existing Policies

There are policies in the current Local Development Plan that do mitigate and adapt to climate change, but there is not currently an overarching policy highlighting the importance of climate change and its links to planning. It is suggested that summarising the wider issue and identifying the relevant policies will help to place a greater emphasis on climate change and ensure that it is given the appropriate weight in the decision making process. The policies directly relevant to climate change cover a wide range of issues and it is suggested that a climate change mark is made on these policies to relate back to the summary section. Policies and

supplementary guidance impact on climate change in different ways and the policies listed contribute towards mitigation and adaptation measures. The Council is preparing a climate change framework and when finalising the policies for the Proposed Local Development Plan we will assess these policies against the objectives of the framework:

- Sustainable and Active Travel
- Ultra-Low emissions vehicles
- Density
- Green Space Network
- Trees and Woodlands
- Coastal Planning
- Energy from Waste
- Low and Zero Carbon Buildings
- Renewable and Low Carbon Energy Developments
- Buffer Strips Adjacent to Water Bodies
- Drainage Impact Assessments
- Open Space
- Energetica
- Air Quality

10.3 Ultra-low Emission Vehicles

One of the solutions to achieving the target of "Almost complete decarbonisation of road transport by 2050" is to encourage the uptake of Ultra Low Emission Vehicles, using fuels such as electricity and hydrogen.

Aberdeen has already benefited from "Plugged in Places" funding from the Scottish Government which has enabled the installation of nine publicly available electric charge points. The Council will continue to explore additional locations as well as encourage businesses to install charging points for their car parks. We will also explore the opportunity to include domestic charge points in new residential provision.

The Scottish Government is also offering grant funding to homes and businesses to install home and workplace charging units through the Energy Saving Trust. At present, planning permission is required for the installation of electric vehicle charge points but, as part of the planned update for the permitted development regulations in Scotland, these are set to become permitted development.

10.4 Urban Greening and Urban Fringes

In existing built up areas and in areas identified for new development green space and green networks are invaluable, creating a more attractive environment, reducing the impact of noise and air quality, and increasing resilience to flooding. Policies in the Local Development Plan will be updated to promote urban greening and the factors that should be considered are: street trees, green roofs, green walls, open

space, greenspace network, reducing tarmac driveways and landscaping. As a part of this it is important that we recognise our urban fringes and their contribution to the environment and the economy. It is proposed that urban fringes will be protected and enhanced through future developments.

10.5 Energy Infrastructure

Low & Zero Carbon Generating Technologies (LZCGT) have a central role to play in delivering a low carbon future and the Scottish Government is committed to ensuring they play a key part in the future energy mix. Scottish Planning Policy expects all local authorities to have a spatial framework for onshore wind farms. An Onshore Wind Spatial Framework has been prepared to assess the opportunities for identifying areas suitable for wind turbine developments. The countryside surrounding Aberdeen within the local authority boundary is limited to a small area and together with the presence of Aberdeen Airport there is not the scope to identify suitable sites for large scale wind farms. The Local Development Plan will continue to support the principle of a wide range of renewable or low-carbon energy developments and a criteria-based policy for assessing proposals is the most appropriate method for dealing with applications for wind turbines and other renewable developments.

In order to anchor the world energy industry a sustainable approach to energy management is favoured in city developments. This approach supports the implementation of the Climate Change (Scotland) Act 2009. Many alternative fuels such as hydrogen require the necessary infrastructure for production, storage and usage. The production of such fuels can be part of a renewable energy development, which will require storage. Some alternative fuels are often treated as chemical production which has a variety of production, storage and usage implications. Aberdeen City is undertaking a demonstration project which will deploy 10 hydrogen buses and the necessary production, storage and usage infrastructure. This project will provide the necessary lessons learned for further alternative fuels and energy production. The project is at an early stage, but any land use implications that emerge from it should be identified in the next Local Development Plan.

In addition to the wider support for renewable technologies the Council is promoting the development of a facility at the former Nigg Bay landfill to generate up to 5 megawatts (MW) of renewable energy to produce low carbon hydrogen or to feed into the grid. It is proposed that the next Local Development Plan identifies a site for a solar farm alongside the use of the gas from the landfill for energy.

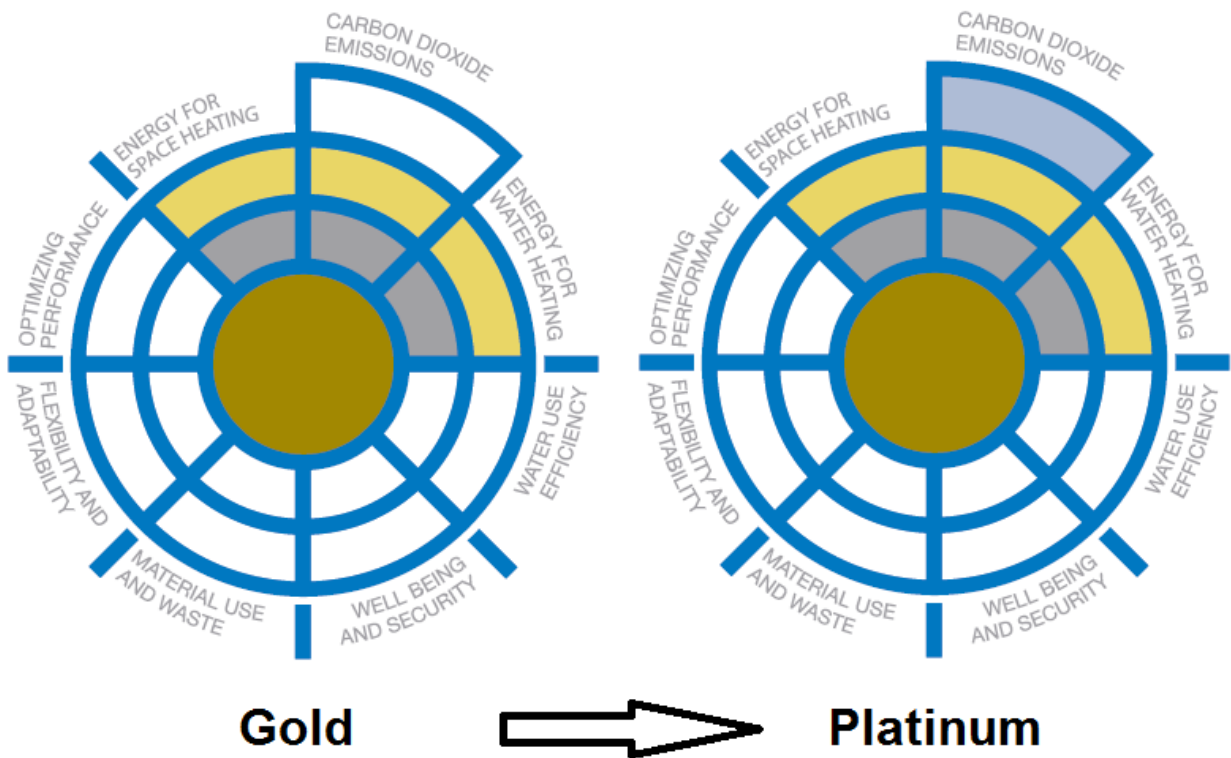
Any wind energy proposals that have been submitted as part of the Pre-Main Issues Report consultation would need to be determined against the criteria set out in the Local Development Plan given the constraints in Aberdeen. Any proposals for on-shore infrastructure associated with the off-shore wind farm off the coast of Aberdeen will be supported in principle, subject to detailed assessment.

Question 22 - Nigg Solar Farm

What is your opinion on a solar farm at Nigg Bay as indicated on Map 2?

10.6 Main Issue 10 – Low and Zero Carbon Buildings

It is important that there is an increase in the energy efficiency of buildings and it is important that developments are designed and built to minimise the need for energy, to use resources more efficiently and incorporate low and zero carbon generating technologies. The Proposed Strategic Development Plan sets a target for all new buildings to be carbon neutral by 2020. The preferred option has been developed in collaboration with officers from Aberdeenshire Council to provide a coherent approach to this issue. The first stage in achieving low and zero carbon buildings is to maximise passive solar gain and to minimise the energy requirements. In addition, to achieve the longer term target there will be a need to incorporate low and zero carbon generating technologies and the policy must provide encouragement to incorporate these technologies. To achieve the target of carbon neutral by 2020 it is proposed that we use the Building Standards Sustainability labels to clearly set out a route map to achieve net zero carbon by 2020. This is a target contained within the Proposed Strategic Development Plan and there are no reasonable alternatives that conform to this. In addition we will require that a specified and rising proportion of emissions to be saved by the instillation of low and zero carbon generating technologies. The specified and rising proportion of low and zero carbon generating technologies is set out in the following table.

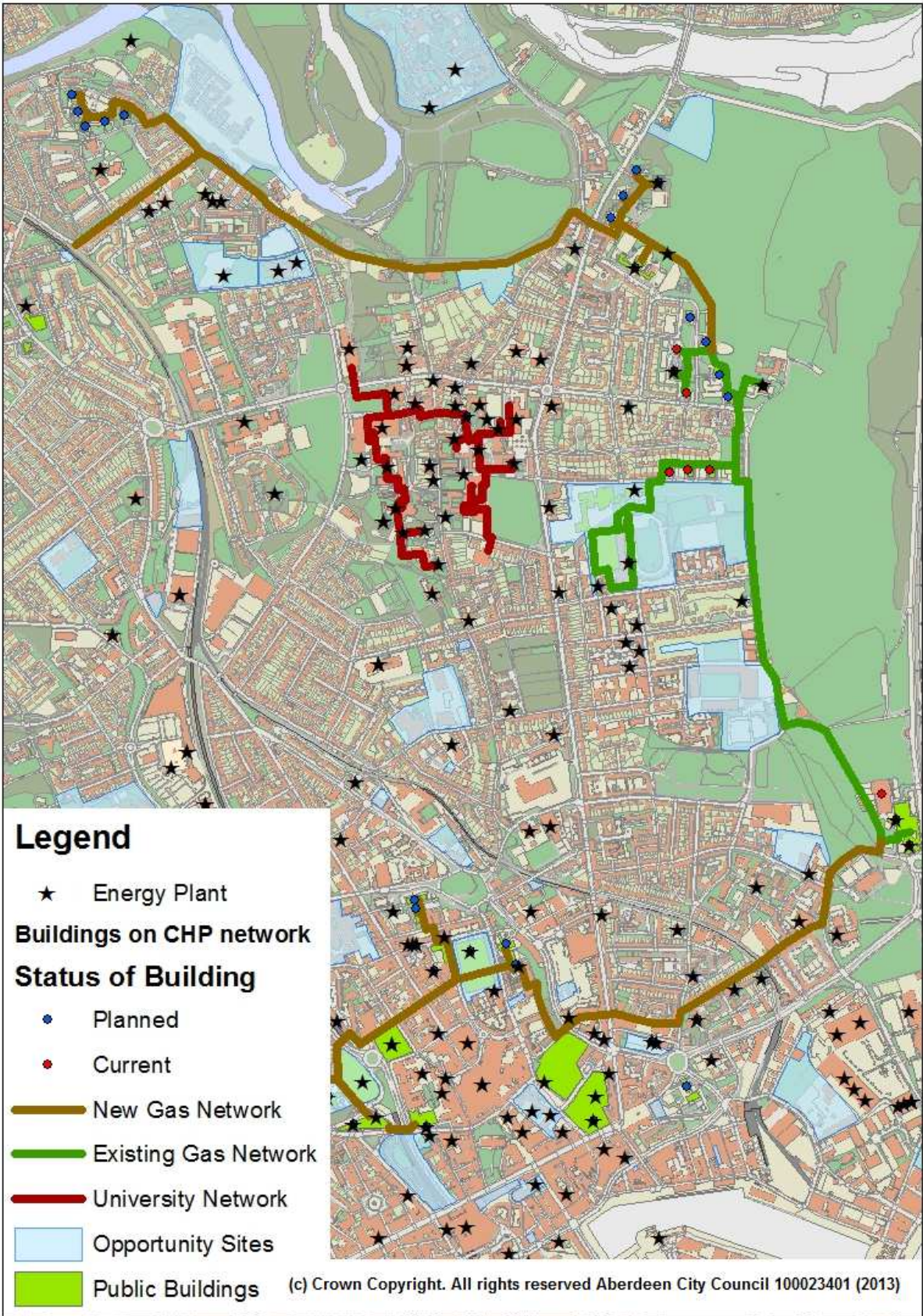


Issue 10 - Low and Zero Carbon Buildings	
<p>How can we meet the target to achieve carbon neutral buildings by 2020?</p> <p>Note: The % requirements for low and zero carbon generating technologies (LZCGT) is the % of the overall emissions reduction achieved by Scottish building regulations in force at the time of the application.</p>	
Options	Implications
<p>Option 1 – Preferred Option</p>	
<p>20% requirement for LZCGT in 2016 and achieve Gold standard for energy.</p> <p>25% requirement for LZCGT in 2020 and achieve Platinum standard for energy.</p> <p>30% requirement for LZCGT in 2025 and achieve Platinum standard for energy.</p>	<ul style="list-style-type: none"> • The increase will help to promote the use of renewable technologies and a move to a low carbon economy. • The targets are lower than at present to ensure that savings in energy efficiency are maximised. • There is also a further increase post 2020 to continue to promote growth in

	renewable technologies.
Option 2 – Alternate Option	
<p>15% requirement for LZCGT in 2016 and achieve Gold standard for energy.</p> <p>20% requirement for LZCGT in 2020 and achieve Platinum standard for energy.</p>	<ul style="list-style-type: none"> • This alternative sets the lowest requirement to place greater emphasis on the energy efficiency of buildings. • These targets are in line with many other local authorities and are considered readily achievable.
Option 3 – Alternate Option	
<p>30% requirement for LZCGT in 2016 and achieve Gold standard for energy.</p> <p>35% requirement for LZCGT in 2020 and achieve Platinum standard for energy.</p>	<ul style="list-style-type: none"> • This is the most ambitious option for the incorporation of LZCGT and a move to a low carbon economy. • This option is in line with current policy, for which there have been difficulties in achieving the targets for LZCGT. • This option places a greater weight on LZCGT and may detract from measures to maximise energy efficiency.

10.7 Main Issue 11 - Energy Mapping

There is already an extensive heat network in Aberdeen under the management of Aberdeen Heat and Power, which has plans for growth to provide heat to public housing and public buildings. There is an opportunity to make a wider transition to a sustainable energy system in Aberdeen. The use of heat or energy networks can reduce emissions, improve fuel security and offer economic opportunities. Aberdeen City Council has already undertaken a heat mapping exercise for Council properties and businesses and it is intended that this will be expanded City wide. This data will be valuable in promoting the creation of linkages between waste heat, high heat demand and new development areas. With a complete map of sources and high demand users there is information that developers and companies can use to investigate potential for expanding the network of locally generated energy.



Source: Aberdeen City Council Heat Mapping

Issue 11 - Energy Mapping

Should an energy map be incorporated into the Local Development Plan?

Options	Implications
Option 1 – Current Approach	
The current approach does not provide the information, but asks developers to consider the use of district heating schemes.	<ul style="list-style-type: none"> • This option assumes that this information is widely known by developers. • This approach may miss out on potential links that could be identified in such map.
Option 2 – Preferred Option	
Include the energy map in the Local Development Plan in supplementary guidance and set out that major developments must give consideration to linking into the energy network. Exceptions would only be accepted where it is demonstrated that links are not feasible.	<ul style="list-style-type: none"> • This option will promote the more efficient use of energy across the City. • There is no guarantee with this approach that developers will make links to an energy network.
Option 3 – Alternate Option	
As per option 2, but require that where there is an opportunity to connect to a network that it will be required as a condition on the planning approval.	<ul style="list-style-type: none"> • There would be a greater chance that the energy network would be expanded. • It may not be financially viable or the most efficient solution for a development.

10.8 Main Issue 12 - Water Use Efficiency

Aberdeen’s water supply is abstracted from the River Dee and is licensed by the Scottish Environment Protection Agency (SEPA). The River Dee is a Special Area of Conservation that is designated under the Habitats Directive and is an internationally important habitat for Atlantic Salmon, Otter and Freshwater Pearl Mussel. Therefore, as the population of the City and Shire grows and the climate changes, it is essential to ensure that there will continue to be a sustainable supply of water and that we can continue to protect the habitat provided by the River Dee by minimising water consumption in Aberdeen. The Proposed Strategic Development Plan sets a target for all new developments to use water-saving technologies. Currently Building Standards require that, as a minimum, every building must be designed and constructed in such a way that sanitary facilities with water efficient fittings which are designed for the prevention of undue consumption of water are installed. It is proposed to increase this standard using the sustainability labels for water use efficiency for domestic buildings and for non-domestic buildings, as there is no standard at present, it is proposed to request that developments achieve the Building Research Establishment Environmental Assessment Method (BREEAM) level 4 for water use.

Issue 12 - Water Use Efficiency	
Do you think that standards above building standards should be set for water efficiency?	
Options	Implications
Option 1 – Current Approach	
Leave this issue to be dealt with through building standards.	<ul style="list-style-type: none"> • There is no information on when standards may be increased at present. • The implementation and monitoring of this sits well within the building standards.
Option 2 – Preferred Option	
Set an increasing target to achieve the gold standard for water use efficiency for domestic buildings and BREEAM level 5 for non-domestic buildings.	<ul style="list-style-type: none"> • This will achieve greater savings in water use than options 1 and 3. • There will be increased costs associated with higher standards.

Option 3 – Alternate Option	
Set a target for domestic buildings to achieve silver standard for water use efficiency in all new buildings and BREEAM level 4 for water for non-domestic buildings.	<ul style="list-style-type: none"> • This will increase the water efficiency of new developments and minimise water abstraction from the River Dee.

10.9 Main Issue 13 - Recycling and Energy

Scotland's Zero Waste Plan [Annex B](#) requires 70% of waste to be recycled and a maximum of 5% of waste sent to landfill by 2025. It places a strong emphasis on preventing waste wherever possible and sets progressive bans on sending particular materials to landfill. Both Scottish Planning Policy and the National Planning Framework ask all development plans to identify appropriate locations for required waste management facilities, where possible allocating specific sites, and provide a policy framework which enables the development of these facilities.

These are challenging targets that will require a significant increase in the number and type of installations needed to manage our waste. In response, the Council is progressing plans for the following types of facility:

- Development of a new Materials Recovery Facility which will sort out collected waste into separate materials for recycling.
- An In-Vessel Composting plant which will compost food and green waste.
- Development of a new waste collection depot and offices for the Waste and Recycling Service.
- Development of a new Bridge of Don Recycling Centre to replace the one on Scotstown Road.
- Development of an interim Refuse-Derived Fuel plant. This will turn residual waste that cannot be recycled or composted into fuel for export, pending development of a residual waste processing facility in Aberdeen.
- In the longer term the Council intends to develop a residual waste processing facility – energy from waste - which will provide heat and power for homes and workplaces. The procurement, permitting, funding, construction and commissioning of this, if approved, will take several years (possibly up to 2022) so the Refuse-Derived Fuel Plant is an interim solution which will be used until it is replaced by energy from waste.

Ideally, it would be preferable to locate as many waste facilities together as possible because this would reduce vehicle movements, particularly among the Council's collection fleet. This may not be easy due to the size of site needed to accommodate all these (around 17 acres). In addition the nature of the In-Vessel Composting Plant

in particular means that it may need to be located away from sensitive areas due to odours that can be generated.

Our preferred option is therefore to identify a site or a cluster of sites for the Materials Recovery Facility, Refuse-Derived Fuel plant and waste collection depot and offices, and ultimately the energy from waste plant. In line with national policy, such facilities should be located in general business and industrial areas (Policy BI1 areas on the Local Development Plan Proposals Map).

We would like to undertake a site identification exercise over the coming months with a view to identifying a site or sites in the next Local Development Plan for all facilities. This will take into account views received during the Main Issues Report consultation.

Issue 13 - Recycling and Energy	
What is the best approach to accommodating the Council’s waste management facilities?	
Options	Implications
Option 1 – Preferred Approach	
Locate most waste facilities in one location.	<ul style="list-style-type: none"> • A single location reduces transport emissions and staff time and costs from transporting materials from one site to another. • A very large site is required – this reduces the number of options available to us.
Option 2 – Alternative Option	
Locate waste facilities on a number of sites around the City	<ul style="list-style-type: none"> • Increased costs and emissions as a result to greater vehicle movements. • Provides more site options if it is not possible to secure all facilities on one site.

To address waste service provision across our increasing housing stock, Aberdeen City Council will witness significant changes to its waste services over the coming years. Food waste collection will be expanded to cover communal on-street

collection. There will be changes from kerbside sort to co-mingled recycling collections and potentially splitting our trade and domestic collection routes.

Consideration should be given to embedding these requirements further in the planning process so to accommodate the flexibilities of an ever changing waste service. We propose to update our Waste Management Supplementary Guidance so that new development proposals need to consider the:

- storage of refuse containers either through underground or above ground collection systems,
- containment location,
- provision of containment systems for general refuse, recyclate and food,
- refuse Collection Vehicular Access,
- manual handling requirements of the collection crew, and
- Dwelling type – different property types receive different types of collection system.

All of the facilities discussed above are intended to deal with household and trade waste collected by the Council. However, in Scotland as a whole, the majority of waste (85%) comes from commerce and industry. It would appear that much of this is recycled within the private sector but it is likely that there will be some requirements for processing this waste which is not currently accounted for. Any feedback on the need for private sector waste facilities would therefore be welcomed.

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APPENDIX 2 – Pre-Main Issues Consultation Summary

Broad Themes from School Engagement

Open spaces are appreciated but there could be more... Proximity, and easy access, to the countryside and open spaces were noted as positives. It was felt that an appropriate balance between being close to the countryside and being close to the city centre facilities was important. There was a general concern about the scale of new development the city could accommodate, and the pressures on green fields and areas prone to flooding.

Plan ahead for renewable energy... It was suggested that Aberdeen will need to produce and use more renewable energy by 2035.

Improve recycling facilities... It was recognised that we will need to increase our levels of recycling and therefore provide more recycling facilities throughout the city by 2035.

Where new housing should go... Participants dislike housing built on flood plains, poor mix of housing and when new housing is built which blocks views. It is recognised that we need new houses to be built for the increasing population. Some want to see new communities on the outskirts of the city and others want to see more efficient ways to develop housing and to keep fields clear of housing. A mix of housing for all is desired.

More employment in Aberdeen... In terms of business, some participants liked that Aberdeen is the oil capital of Europe and that this status brings many jobs to the area. The Harbour was mentioned as something that some participants disliked, generally due to reasons of amenity, congestion and lack of access. It was recognised that in the future the city will need more jobs for the growing population, and suggested that there should be more offices and business parks. It was also suggested that by 2035 there may be an industry shift in the city away from oil and gas and that we should start to plan for this now.

Sports facilities, services and shops are all appreciated BUT there is nothing for young people or tourists to do in Aberdeen... It was suggested that the city will need more facilities like care homes, nursing homes and NHS facilities in the future. It was thought that attractions and facilities generally within Aberdeen were very good, but there wasn't enough to attract tourists or young people - there should be more for tourists and young people. Improvements to the Football Stadium at Pittodrie, and for the AECC to be bigger to attract bigger artists are also desired.

The city needs to be cleaner... Cleanliness was touched on a number of times, as areas with lots of chewing gum, litter, cigarette butts and graffiti were disliked.

Aberdeen Beach needs to be improved... The cinema and restaurants are generally liked, but it was noted that the development around the beach is rundown, dirty and needs to attract more activities. Participants want the beach area to be cleaner and more user-friendly. It was also said that linkages to and from the City Centre must be improved.

Union Street / City Centre needs to be improved...The main area that is disliked in the City Centre is Union Street due to its empty shops, dull, rundown, congested and dirty appearance as well as the lack of things to do there. The majority of participants preferred Union Square and liked that it has shops, restaurants, cinema, and bus and train stations all in one place. Other areas which participants disliked within the city centre included St. Nicholas House, Aberdeen Market, Castlegate, the Denburn Carpark and Bon Accord Baths. Participants want to see better shops, less pound shops and for shop fronts to be improved. They also suggested that there needs to be less traffic, with strategies like pedestrianisation and the reintroduction of trams. Elsewhere in the city centre, participants generally agreed that Union Terrace Garden should be made more accessible in the future; however opinion was divided about whether or not the Gardens should be redeveloped.

Lets brighten up the city...Many participants like the granite architecture, especially when it has been cleaned (like Marischal College). Others however think the city is too grey and needs more colourful modern buildings. Some participants want to see granite buildings and streets in the city cleaned up, whereas others wanted less granite and more modern buildings made of materials like glass and timber. Almost all participants wanted to see more colour in the city and more green spaces. Others want to see more done about derelict buildings and older buildings brought back into use rather than being demolished.

Transport and Accessibility...Road conditions were a dislike for participants from across the city, and noise, the amount of traffic, potholes and air pollution were mentioned frequently. Parking was also a point of contention, with participants disliking areas of onstreet parking and the lack of parking controls.

While some participants liked the bus service in Aberdeen, and thought there was a good service, other participants thought the buses were irregular, expensive and unreliable.

Participants liked the walking and cycling facilities in their local areas, particularly the North Deeside Railway Line. Many participants think there will be more cyclists on the roads and that there should be separate roads for cyclists in the future.

Participants suggested that the Harbour should be bigger and cleaner and the airport extended with more international flights. More radical ways to get about were also suggested such as rollercoasters, flying cars, hovercrafts and teleportation!

A group of participants disliked the plans for the new Aberdeen Western Peripheral Route (AWPR) and the impact it would have on their local area.

Broad Themes from Workshops

Concerns over traffic and transportation – This was an almost universal topic and focussed on current congestion issues and potential congestion arising from new developments. Public transport was often considered to be inadequate and expensive. Rat running and parking problems were brought up in some local areas as were safe routes to schools.

Concerns over infrastructure delivery – Concerns were expressed in most areas over the ability of new developments to deliver infrastructure in a timely manner. School capacity was frequently mentioned and it was stated that new schools should have adequate space to expand if necessary.

Our open spaces and countryside are appreciated – there was almost universal appreciation of our countryside, green spaces, playing fields, woodlands and trees, walks and pathways. These places should be retained and some spaces, such as Union Terrace Gardens, should be enhanced. Several suggestions for new pathway links were mentioned.

Lack of connectivity in the city centre – Specifically connectivity between Union Street and Union Square is poor. The bus and railway station were considered difficult to access and it is difficult for cars to drop off or pick up people there.

Union Street and the city centre – Although people value Union Street, it was felt that its attractiveness has declined over the years. Many suggestions were made to improve it, including using spaces over shops, reducing rates to attract new uses and independent shops and allowing non retail uses such as offices, cafes, residential and leisure. The city centre would benefit from a cultural quarter. A number of people suggested that the Castlegate was a better venue for markets and events. 24 hour uses could be encouraged by free parking after 6pm.

Greater housing mix is needed – it was mentioned at several workshops that there was a need for smaller houses or bungalows for older people and for downsizing.

Consultation events – we asked for feedback on the workshops themselves and it was suggested that we should use local shops, GP's dentists and schools for advertising.

Broad Themes from Questionnaire and Responses

Main Issues - High quality design should focus on delivering a safe, clean and attractive environment with better maintained buildings and green spaces. More emphasis should be placed on better public transport, affordable housing and energy efficiency. Enhance Union Street and the City Centre. Improve road links and transport infrastructure to remove constraints to growth.

Good place to Live - Things that people like about Aberdeen are its cleanliness, clean air, availability of cheap parking, a lively street culture, granite architecture, it feels safe and has two universities. Good shops, houses, parks, facilities and schools. Quality of life, easy access to seaside and beach, countryside, open space and mountains. We have low unemployment, a vibrant feel to the city, a strong economy and strong communities.

Resources - Encourage recycling and composting of all materials - more recycling points needed - should be provided in all developments. Improve the energy efficiency of housing - all development should incorporate renewables.

Encourage renewables, solar and wind in the right places but views are mixed on wind turbines – both positive and negative. Support the European Offshore Wind Deployment Centre, Aberdeen Hydrogen Project, solar panels at Nigg Bay, District Heating.

Natural Environment - Protect and enhance the beach, open spaces, core paths, parks, (Seaton, Hazlehead, Union Terrace, Duthie, Botanical Gardens, Scotstown Moor, St Nicholas Kirkyard), green belt, trees and woodland and wildlife corridors. Clean out drains and avoid developing flood plains, avoid run off from hardstanding areas. Invest in infrastructure and use SUDS. Protect and enhance watercourses.

Housing and Community - Build more affordable, council, rental, student, entry level family and low cost housing. Develop brownfield sites instead of green spaces. Tenants should take responsibility for maintenance. There is a pressing need for new housing. Allocate new housing close to the major employment areas in order to provide choice and reduce the need to travel. Prevent illegal traveller camps. Halting sites are required but these need to be in the right places. Scotstown Moor is unsuitable.

Specific concerns were expressed on Policy H8 - out of alignment with the rules of the Air Regulations so amend in the interests of safety. The Council should introduce an Overprovision Policy and place a moratorium on further HMO licenses within Old Aberdeen. Concern about the zoning of the heart of Old Aberdeen as CF1 'Existing community sites and facilities'.

Business and Industry - More employment land needs to be available with better rail and road links. Upgrade infrastructure and communications networks. Reduce peak time congestion. Reduce parking charges and town centre rates. More parking required. Create high quality environment attractive to employers. Expand Aberdeen airport. Install rail link between station and airport. Create new business park in Culter. There are still large areas in the City Centre (Cotton St, Virginia St and Regent Quay) which could sustain comprehensive development.

Design and Masterplanning- Safety is important for attracting inward investment. Implement strict city centre design code. Buildings need to be cleaned up. Renovate historic buildings in conservation areas. Maintain granite frontages with modern buildings behind. Concrete and glass should not be used in new buildings. More care needs to be taken with satellite dishes, granite setts, trees, gardens and designed landscapes, windows and doors, shopfronts and advertisements.

Transport and Infrastructure- Greater accessibility to city centre will enhance its viability but there was mixed opinion on pedestrianisation. Reduce parking charges. Public transport is poor and cost should be reduced - introduce more competition. Oil and gas companies operate in a highly competitive employee market and car parking provision for employees is an essential part of their employee attraction and retention initiatives.

Road connections and rail connections are two of the biggest constraints to growth. More roads and dual carriageways, bridges, rail stations and parking required. Third Don Crossing, A96 flyover, Haudagain, AWPR, Denburn improvements should be

implemented. Remove bus lanes. Improve links to the airport and harbour. Better roads maintenance is required. Development should not be under airport and helicopter routes due to noise issues.

City Centre and Retailing- The main planning priorities for the city centre should be trams, pedestrian access and cycleways. Improve pedestrian links and connectivity. As with transport, there was mixed views on Union Street pedestrianisation. Disabled users find major access problems with the Bridge Street/Guild Street/Union Square area.

There were many ideas to improve Union Street and increase footfall: Reduce business rates. Open more cafes, leisure, hotels, homes and offices in west end. Improve retail space, increase the provision of business space and allow additional opportunities for leisure (cafés and restaurants) and cultural activities. Focus on the public realm and spaces / activities which support the generation of increased footfall. City centre needs a masterplan. Clean up the area, clear gum and rubbish. Reduce parking charges and bus fares. Repair and maintain buildings. Support for policies which support the city centre and discourage out of centre retail parks.

There were mixed views on the development or otherwise of Union Terrace Gardens. Golden Square and Bon Accord Square could be valuable green spaces and not just car parks. Castlegate could be a gateway to the beach.

Broad Themes from Community Council Toolkits

Our open spaces and countryside are appreciated - Communities identified local parks and gardens as being key strengths within their areas, along with any designated nature conservation sites and other areas important for wildlife. Problems however included a lack of access to some local green spaces, often due to blocked up or poorly maintained paths. Communities are also concerned that valuable open space is being lost through new development in and around the city. Communities believe that there is scope to create and extend green corridors in their area, and that existing open spaces should be protected, maintained and upgraded as appropriate.

Flooding - Identified as a general concern. Blocked drains and watercourses identified as a problem in many areas.

Provision, and quality, of local facilities - Local facilities such as swimming pools, shops, community centres and leisure facilities are highly valued. Good schools and new school buildings are a particular source of pride. However, many local shopping areas have been identified as having poor access and inadequate parking, with many being in need of a facelift.

Greater housing mix is needed- A lack of different housing types to suit people at different stages of life has been identified, along with a lack of affordable housing in particular.

Greater support needed for new businesses - Many areas also believe there are opportunities for small business development in their area and more could be done to support this.

Concerns about over-development- With regards to new development, many communities with large allocations in their area voiced concern at the scale of development taking place. Many areas also believe that their areas are suffering from 'overdevelopment'. Most communities stated that they wished to see new development sensitively designed to fit in with existing settlements.

Concerns over infrastructure delivery- Necessary improvements to infrastructure should be in place before new development begins.

Our built heritage is appreciated - Almost without exception, communities have been able to identify specific buildings and features which they believe are positive assets for their local area, and were unanimous in their view that these should be protected.

More needs to be done to protect and reuse historic assets- Many areas expressed concern about historic buildings which are currently vacant and are not being maintained properly and face an uncertain future.

Quality of the urban realm is a concern- In terms of the urban realm, although some examples of positive interventions were highlighted, the most common theme was a dissatisfaction with the poor state of repair of pavements and street furniture, which could be improved with investment.

Sustainable transport methods are appreciated - In terms of transport and accessibility, positive features commonly identified include the Core Path network, cycle lanes and in some instances a good bus service direct into the City Centre.

Concerns over traffic and transportation- Traffic congestion and rat-running are very common problems, and many areas expressed dissatisfaction with an infrequent and expensive bus service, which can cause problems for less mobile residents and isolate parts of the community. A lack of parking for local shops and facilities was also highlighted as a key problem. All areas identified that additional road capacity should be provided. However, communities also identified opportunities for more sustainable modes of transport including improved public transport, pedestrian access routes and cycle infrastructure.

Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form. Throughout the form, **proposal** should be understood broadly to include the full range of our activities and could refer to a decision, policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Essentially everything we do!

STEP 1: Identify essential information

1. Committee Report No.

2. Name of proposal.

3. Officer(s) completing this form.

Name	Designation	Service	Directorate
Louise MacSween	Planner	Planning and Sustainable Development	Enterprise, Strategic Planning and Infrastructure

4. Date of Impact Assessment.

5. When is the proposal next due for review?

6. Committee Name.

7. Date the Committee is due to meet.

8. Identify the Lead Council Service and who else is involved in delivering this proposal (for example other Council services or partner agencies).

Planning and Sustainable Development

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. This must also include a summary of how this proposal complies with the public sector equality duty for people with protected characteristics - see Step 2. **Please return to this question after completing the EHRIA.**

The Main Issues Report will discuss proposals regarding changes in land zonings and policy in the new Aberdeen Local Development Plan. It will give interested individuals and groups an opportunity to have their say on how they think the City Council should respond to the 'main issues' presented in the report and to use that feedback to inform the Council's proposed plan.

People interested or involved in the preparation of the Aberdeen Local Development Plan will benefit most from the Main Issues Report.

There will be no likely negative impacts on any people with protected characteristics.

10. Where will you publish the results of the Equality and Human Rights Impact Assessment? Tick which applies.

- Para 9 of EHRIA will be published in committee report in Section 6 "Impact"
- Full EHRIA will be attached to the committee report as an appendix
- Copied to Equalities Team to publish on the Council website

STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

To identify the areas where there will be changes to land zonings or policies in the new Aberdeen Local Development Plan.

To give interested individuals and groups an opportunity to have their say on how they think the City Council should respond to the 'main issues' presented in the report and to use that feedback to inform the Council's proposed plan.

12. Who will benefit most from the proposal?

People interested or involved in the preparation of the Aberdeen Local Development Plan – stakeholders, agencies, the development industry, citizens, other Council services.

13. You should assess the impact of your proposal on equality groups and tell us how implementing this proposal will impact on the needs of the public sector equality duty to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations.

There will be no likely negative impacts on people with protected characteristics. Community engagement on the document will help foster good relations with communities and will give everyone an equal opportunity to have their say.

STEP 3: Gather and consider evidence

15. What **evidence** is there to identify any potential positive or negative impacts in terms of involvement, consultation, research, officer knowledge and experience, equality monitoring data, user feedback and other? You must consider relevant evidence, including evidence from equality groups.

Evidence	Details
Consultation	<p>Public Workshop Events</p> <p>The Local Development Plan team organised eight events across the City inviting members of the public to put their views across and help draft the Main Issues Report. Workshops were all held in public buildings which were accessible to all. Community Councils and Key Agencies were invited to the events. We advertised the events to the public in a number of ways including a newspaper articles before the events, posters in the local libraries and supermarkets, information on the Council website and the City Centre Pillars. Posters were also sent to Sports Aberdeen and Community Councils to distribute posters. We also held a drop in session at Marischal College, one afternoon, for those who could not attend an evening workshop.</p> <p>Some meetings were better attended than others, however many interesting comments and issues were raised by the public regarding main planning issues in the city. Notes from these meetings can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_consultation_events.asp</p> <p>Please see Appendix 2 for a summary of the workshops.</p> <p>Community Council Toolkits</p> <p>The Local Development Plan team designed Community Council Toolkits to give Community Councils the chance to record the main planning issues affecting their local area. Each Community Council was contacted to ask if they would like to take part. This was very successful and we received 16 toolkits. These can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_community_council_toolkits.asp along with an officer report.</p> <p>Please see Appendix 2 of the Committee Report for a summary of the toolkits.</p>

	<p>Youth Engagement</p> <p>The aim of our Youth Engagement Programme has been to promote the important role young people can play in looking into the future of places and expressing how they think they should be designed and planned. We wrote to every secondary school in the city to invite them to take part in our Youth Engagement Programme. This was very successful with 8 schools signing up. This can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_youth_engagement.asp along with an officer report.</p> <p>Please see Appendix 2 for a summary of the toolkits.</p> <p>Questionnaires / Representations</p> <p>The Local Development Plan team also designed a questionnaire that was made available on the web and in paper that gave the opportunity to comment on the main planning issues the city faces. Paper copies were sent round the local libraries as well as made available in Marischal College and at the consultation workshops we held. We received 59 representations and these can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_question_and_represents.asp</p> <p>Please see Appendix 2 for a summary of the toolkits.</p> <p>Development Bids</p> <p>As well as inviting representations, the Local Development Plan team invited housebuilders and landowners to submit development bids to us as an option for development. We received 83 development bids and these can be found at http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_2016_development_bids.asp</p> <p>Please see Appendix 3 for the Development Options Assessment Report.</p> <p>The Main Issues Report and proposed Local Development Plan will be subject to statutory consultation periods. We will also carry out neighbour notification for certain proposals.</p>
Research	<p>A Strategic Environmental Assessment has been carried out to identify any significant environmental effects arising from the settlement strategy and on all main issues in the report.</p> <p>A review of the current policies and Supplementary Guidance was also undertaken (please see Appendix 1).</p> <p>Housing Need and Demand Assessment is now complete which covers special needs groups such as the elderly and gypsy travellers.</p> <p>The Local Development Plan will need to support other Council strategies which will themselves impact on equality target groups.</p>
Officer	A Local Development Plan working group (with officers from several

knowledge and experience (including feedback from frontline staff)	(Council services) has been set up and consulted during the preparation of the Main Issues Report.
User feedback (including complaints)	The Main Issues Report and proposed Local Development Plan will be subject to statutory consultation periods during which we will run engagement exercises to encourage wider participation.
Other	

STEP 4: Assess likely impacts on people with Protected Characteristics

16. Which, if any, people with protected characteristics and others could be affected positively or negatively by this proposal? Place the symbol in the relevant box. Be aware of cross-cutting issues, such as older women with a disability experiencing poverty and isolation.

(Positive +, neutral 0, - negative)

Protected Characteristics					
Age - Younger	+	Disability	+	Gender Reassignment*	0
Older					
Marriage or Civil Partnership	0	Pregnancy and Maternity	0	Race**	+
Religion or Belief	+	Sex (gender)***	0	Sexual orientation****	0
Others e.g. poverty					

Notes:

* Gender Reassignment includes Transsexual

** Race includes Gypsy/Travellers

*** Sex (gender) i.e. men, women

**** Sexual orientation includes LGB: Lesbian, Gay and Bisexual

17. Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above.

In making the assessment you must consider relevant evidence, including evidence received from individuals and equality groups. Having considered all of these elements, you must take account of the results of such assessments. This requires you to consider taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. If any adverse impact amounts to **unlawful discrimination**, the policy must be amended to avert this. Detail the impacts and describe those affected.

Positive impacts (describe protected characteristics affected)	Negative Impacts (describe protected characteristics affected)
<p>The publication of the main issues report is an invitation for all groups to engage with what we see as the main planning issues facing Aberdeen. Once we publish the report we will arrange consultation events to ensure that the comments we receive are representative and reach out to groups that are sometimes hard to reach, and those that have not yet been represented in our consultation events.</p> <p>Our initial assessment of sites and policy issues has been informed by research into established needs.</p> <p>The main issues report also puts forward proposals to reduce citizen’s vulnerability to fuel poverty in new developments, and to ensure that new developments contain local facilities and services wherever possible and are not car dependent, but prioritise walking, cycling and public transport.</p>	<p>No negative impacts.</p>

STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance

18. Does this proposal/policy/procedure have the potential to interfere with an individual’s rights as set out in the Human Rights Act 1998? State which rights might be affected by ticking the appropriate box(es) and saying how. **If you answer “no”, go straight to question 22.**

- Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment
- Article 6 – Right to a fair and public hearing
- Article 8 – Right to respect for private and family life, home and correspondence
- Article 10 – freedom of expression
- Other article not listed above

How?

Legality

19. Where there is a potential negative impact is there a legal basis in the relevant domestic law?

Legitimate aim

20. Is the aim of the policy identified in Steps 1 and 2 a legitimate aim being served in terms of the relevant equality legislation or the Human Rights Act?

Proportionality

21. Is the impact of the policy proportionate to the legitimate aim being pursued? Is it the minimum necessary interference to achieve the legitimate aim?

STEP 6: Monitor and review

22. How will you monitor the implementation of the proposal? (For example, customer satisfaction questionnaires)

Please see Appendix 4 – Monitoring Statement. Monitoring is undertaken throughout the Development Plan Process.

23. How will the results of this impact assessment and any further monitoring be used to develop the proposal?

The purpose of the publication of the Main Issues Report is to enable interested individuals and groups to inform the development plan. We will respond to the comments people submit and use them to inform the proposed plan, which will be published in January 2014.

STEP 7 SIGN OFF

The final stage of the EHRIA is formally to sign off the document as being a complete, rigorous and robust assessment.

Person(s) completing the impact assessment.

Name	Date	Signature
Louise MacSween	2 September 2013	

Quality check: document has been checked by

Name	Date	Signature
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Andrew Brownrigg	11 September 2013	
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Head of Service (Sign-off)

Name	Date	Signature
Margaret Bochel		

Now –

Please send an electronic copy of your completed EHRIA - without signatures - together with the proposal to:

Equalities Team
Customer Service and Performance
Corporate Governance
Aberdeen City Council
Business Hub 13
Second Floor North
Marischal College
Broad Street
Aberdeen
AB10 1AB

Telephone 01224 523039 Email sandrab@aberdeencity.gov.uk

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Supplementary Guidance: Serviced Apartments
REPORT NUMBER:	ESPI/13/179

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to obtain Committee approval of Supplementary Guidance for Serviced Apartments to be released for a four week consultation. Following then, it will be reported to Committee again for approval to adopt as Supplementary Guidance to the Local Development Plan.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee approve Supplementary Guidance: Serviced Apartments be released for a four week consultation.

3. FINANCIAL IMPLICATIONS

- 3.1 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 Recently there have been many applications submitted for serviced apartments across the city. Currently officers have no guidance on how to assess these applications and this Supplementary Guidance would help address this.

6. SUMMARY OF SUPPLEMENTARY GUIDANCE

6.1 The Supplementary Guidance gives advice for applicants wishing to develop serviced apartments in the city. The Supplementary Guidance states that serviced apartments are encouraged in principle in the city centre, will be assessed on their own merits outwith the city centre but within the existing built up area and will generally be discouraged in Green Belt areas.

6.2 The Supplementary Guidance also details other considerations that must be taken into account when assessing a planning application for the development of serviced apartments such as amenity, servicing, parking, developer contributions and ownership.

7. IMPACT

7.1 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.

7.2 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.

7.3 The Local Development Plan and associated Supplementary Guidance contribute to "Aberdeen – A Smarter City" and the Smarter Environment by promoting the city as a place to invest, live and work.

7.4 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.

8. BACKGROUND PAPERS

- Aberdeen Local Development Plan (2012)
http://www.aberdeencity.gov.uk/planning_environment/planning/local_development_plan/pla_local_development_plan.asp

9. APPENDICES

- Appendix A – Draft Serviced Apartments Supplementary Guidance

10. REPORT AUTHOR DETAILS

Louise MacSween

Planner, lmacsween@aberdeencity.gov.uk, 01224 523326



Draft Supplementary Guidance

Topic: City Centre / Residential

Title: Serviced Apartments

Date: November 2013

Aberdeen Local Development Plan Team
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1. Introduction

1.1 Status of Supplementary Guidance

This Supplementary Guidance (SG) forms part of the Development Plan and is a material consideration in the determination of planning applications.

1.2 Policy Context

This SG relates to, and expands on the following policies in the Aberdeen Local Development Plan:

- Policy C1: City Centre Development – Regional Centre
- Policy C2: City Centre Business Zone and Union Street
- Policy I1: Infrastructure Delivery and Developer Contributions
- Policy T2: Managing the Transport Impact of Development
- Policy D1 Architecture and Placemaking
- Policy D2 Design and Amenity
- Policy D3: Sustainable and Active Travel
- Policy H1: Residential Areas
- Policy H2: Mixed Use Areas
- Policy NE2: Green Belt
- Policy R6: Waste Management Requirements for New Development
- Policy R7 Low and Zero Carbon Buildings

2. Guidelines

2.1 Definition of Serviced Apartments

Serviced Apartments are residential flats used as quasi hotel accommodation by business and leisure visitors to the city, where periods of occupation are generally but not necessarily less than 90 days by any individual, family or group, and services such as cleaning and laundry are provided, either on a daily basis or between periods of occupation. All apartments within a development must be in single ownership and operated as a single business. They should **not** be a form of permanent housing.

2.2 Use Class Order

Serviced apartments are considered to be *Sui generis* (of its own kind) and therefore not within any specific use class. All proposals to create serviced apartments within existing properties will therefore require the submission of a planning application for a change of use. Planning permission would also be necessary for changes of use from a serviced apartment to any other use. If a development is to be considered as serviced apartments according to this Supplementary Guidance, then the description of the development for the application will have to specifically refer to the intended use of serviced apartments.

2.3 Serviced Apartments in the City Centre and the existing built up area

Aberdeen City Council encourages serviced apartments in the City Centre (as defined on the Proposals Map) in principle, subject to satisfying all other policies contained within the Local Development Plan, such as siting, design, and other amenity considerations. Serviced apartments outwith the City Centre but within the existing built up area will be assessed on their own merits. All planning applications for serviced apartments will take into consideration the potential issues discussed below. Please see the sections below for guidance on amenity, servicing, sustainable travel and parking, developer contributions and legal agreements.

2.4 Serviced Apartments in Green Belt

Aberdeen City Council will operate a presumption against the location of serviced apartments in Green Belt areas across the City. For guidance on development within the green belt please refer to Policy NE2: Green Belt contained within the Aberdeen Local Development Plan.

The next section of this Supplementary Guidance sets out guidance on the potential issues that Serviced Apartments can bring.

2.5 Amenity

Residential amenity should not be adversely affected by the introduction of serviced apartments and the applicant should demonstrate this is the planning application. Whilst the Council encourages the provision of such accommodation in appropriate locations, amenity problems can arise where serviced apartments are established in close proximity to residential uses .

Serviced apartments should fit into their surroundings and should not adversely affect residential amenity by reason of noise, disturbance, traffic generation or exacerbation of parking problems. This can be an issue particularly in H1: Residential Areas and H2: Mixed Use Areas (please see Proposals Map) throughout the city.

For new purpose built serviced apartments we will take into account other policy considerations, such as density, impact on loss of light, loss of privacy, etc.

As a result of all the amenity considerations, serviced apartments are more preferable in the city centre and locations with good access to public transport.

2.6 Servicing

The servicing of serviced apartments can also create concerns relating to residential amenity and road safety, such as disturbance and parking obstructions.

All planning applications for serviced apartments must include a servicing strategy for the development. The servicing strategy must detail how the development will be serviced including parking for any vehicles attributed to the servicing of the development, details of storage facilities for waste, means of collection of waste, laundry services and other associated servicing such as delivery of mail. Details on the type, number and frequency of vehicles used for servicing and hours of servicing will require to be submitted. Each application for serviced apartments will be assessed on its own merits depending on the location and existing refuse facilities available. Conditions may be attached to control any aspect of the proposed servicing strategy if there are road safety or amenity considerations that require them. Applicants are encouraged to speak to Development Management at pre-planning stage, and may also wish to discuss proposals with the Environmental Health Team and the Roads Projects Team within the Council, regarding waste and access respectively, before submitting a planning application.

The Planning Authority wishes to ensure that residential amenity is not adversely affected by the collection of waste from serviced apartments, or other servicing arrangements such as cleaning and laundry .

2.7 Sustainable Travel and Parking

In line with policy D3: Sustainable and Active Travel serviced apartments should minimise travel by private car, improve access to services and promote healthy lifestyles by encouraging active travel.

In order to minimise travel by private car and encourage sustainable modes of transport the Council may condition applications for serviced apartments in the following ways: no on site parking spaces, cycle spaces made available on site, the availability of a bike hire scheme and membership of the Car Club. In instances where no parking is supplied with the serviced apartments and the development is within the City Centre and the existing built up area (when a bus stop is no more than 800m from the apartment) then serviced apartments shall be regarded as 'car free' and contributions as per the Infrastructure and Developers Contributions Manual will apply.

When car parking is provided for a serviced apartment development, a car parking standard for the City Centre and existing built up area should be a maximum of 0.75 car parking spaces per apartment.

Aberdeen City Council also encourages the production and promotion of a Residential Travel Pack, especially for low or no car developments. This should promote walking, cycling, public transport, car club and other helpful site-specific transport information tailored to the development and made available on the businesses website and in the apartments. This may be conditioned in a planning consent.

Please see Supplementary Guidance on Transport and Accessibility for further information on transportation issues.

2.8 Developer Contributions

Serviced apartments can have an impact on a number of services and facilities. Developer contributions may be sought, on a floor space basis and calculated on gross internal floor area including additional car parking and hardstanding, for the development of serviced apartments. Examples of contributions that may be sought for the development of serviced apartments are public realm and core path improvements. Please be aware that further considerations such as developer contributions will be required for future applications for a change of use of serviced apartments to residential. Please see the Council's Infrastructure and Developer Contributions Manual for further details.

2.9 Single Ownership

In order to control maintenance and servicing of serviced apartments, Aberdeen City Council wishes to see serviced apartments remaining in single ownership, ensuring that, they are not sold off separately or disposed of for any alternative use. This would be secured by a legal agreement with any planning permission the Planning Authority grants.

2.10 Legal Agreements

Aberdeen City Council will seek to enter into a legal agreement with the applicant(s) to ensure that blocks of serviced apartments remain in single ownership. The legal agreement will also ensure that any serviced apartments do not become permanent residential properties. With this in mind the agreement will specify a maximum length of continuous occupancy of any apartment(s) within a block of serviced apartment by any occupant(s). This will normally be a period of 90 days duration unless a strong case has been made by the applicant for a variation supported by evidence of controls that ensure the apartments will not be occupied on a permanent basis and that prevents both tenancy duration and continuous periods of occupation of a single unit extending beyond a specified period. In all circumstances this specified period will be less than 9 months.

2.11 Houses in Multiple Occupation (HMO)

Please see the Householder Development Guide for guidance on HMOs.

3. Summary of Guidelines

Please find a summary of the key guidelines on Serviced apartments:

- Serviced apartments should remain in one ownership.
- Serviced apartments in the City Centre are encouraged in principle.
- Serviced apartments outwith the City Centre but within the existing built up area will be assessed on their own merits.

- Presumption against serviced apartments in Green Belt.
- Residential amenity must not be adversely affected by the introduction of serviced apartments. Serviced apartments should fit into their surroundings and should not adversely affect residential amenity.
- All planning applications for serviced apartments must include a servicing strategy for the development.
- Within the City Centre and the existing built up area, the Council wish to see serviced apartments confirmed as 'car free' if no parking is proposed within the development.
- When car parking is required, it is recommended that parking standards for the City Centre and existing built up area meet 0.75 car parking spaces per apartment.
- To minimise travel by private car and encourage sustainable modes of transport applications may be conditioned.
- Encourage the production and promotion of a Travel Pack, especially for low or no car developments.
- Developer contributions may be sought, on a floor space basis and calculated on gross internal floor area.
- Legal agreements may be sought with the applicant to insure that blocks of serviced apartments remain in single ownership and length of occupancy does not exceed 90 days by the same occupant(s) unless a strong case has been made by the applicant for a variation supported by evidence of controls ensure that the apartments will not be occupied on a permanent basis and that prevents both tenancy duration and continuous periods of occupation of a single unit extending beyond a specified period. In all circumstances this specified period will be less than 9 months..

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Strategic and Local Transportation Projects Update Report
REPORT NUMBER:	EPI/13/193

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 which was approved by this Committee on 15th March 2011 be modified to include consultation as set out in Section 2;
- d) Approve officers' proposed response to Nestrans on the draft Freight Action Plan refresh; and
- e) Endorse officers' response to Aberdeen International Airport's draft Noise Action Plan 2013-2018 consultation.

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 12th June, 28th August and 30th October 2013. The minute of the June meeting is included as Appendix A to this report; the minutes of the August and October meetings will be included in 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 20th February 2013. An update on each of the projects taking place in Aberdeen City follows.

1.2.1 Active Travel

Core Paths

Improvements to the Coastal Path are now complete. Additional structural works are being carried out on the third arch of the Don Bridge at Parkhill, which forms part of the Formartine and Buchan Way, and should be complete by the end of November 2013.

Greenbrae Cycle Project

Following completion of the Traffic Regulation Order (TRO) process, work is ongoing to implement two new shared use pedestrian and cycle routes, one from Dubford Road to Middleton Park, the other from Dubford Gardens to Cypress Grove. The former necessitates the replacement of two pedestrian crossings (on Scotstown Road and Jesmond Drive) with toucan crossings. Resurfacing work, signing and lining will be implemented by the end of 2013 with the toucan crossings anticipated to follow early in the New Year.

Results of the 2013 Hands Up school travel survey show that Greenbrae School has maintained a healthy active travel rate with 48% of pupils regularly walking to school, 5% cycling and 8% scooting or skating. A more in-depth survey, conducted with Primary 4 to 7 pupils, revealed that, while only 3.6% cited cycling as their 'usual' method of travel to school, a further 27% stated that they 'sometimes' cycled to school. 71% of pupils questioned stated that the improvements that had taken place in their neighbourhood since the project began had encouraged them to travel by foot, bike or scooter more often. A separate survey is being conducted with adult members of the community and the results of this will be available in early 2014. The information captured from these surveys will be used to inform the direction of the project next year as it nears the end of its anticipated lifespan.

Ellon Road Strategic Cycle Links

Following completion of a feasibility study, a detailed design works report is being prepared. It is hoped that funding can be secured to commence implementation of this route next financial year.

Anderson Drive Strategic Cycle Links

Design of Phase 1 (Bridge of Dee to Cromwell Road), Phase 2 (Midsocket Road to Ashgrove Road West), Phase 3 (King's Gate to Earls Court Gardens)

and Phase 4 (Haudagain Roundabout to Kingshill Road) is now complete. Consultation on the proposals has taken place and officers are currently analysing the feedback received. A Statutory Regulation Order (SRO) is being prepared with a view to implementing some small-scale improvements this financial year.

Dyce Drive Strategic Cycle Links

The design and potential installation of a missing cycle link from Dyce Avenue to Argyll Road along the north side of Dyce Drive is ongoing.

A96 Aberdeen to Blackburn Cycle Route

Options to increase the width of the path have been identified however issues exist with regards to the immediate implementation of such improvements. Opportunities to implement these will be reviewed annually by officers to determine an appropriate timescale.

The Parkway Strategic Cycle Links

Following on from the feasibility study for a shared use cycle route on the south side of the Parkway, a further report was requested from the consultants on options for a path on the north side. This has now been received and is being reviewed by officers. Consultation will be undertaken to determine the most appropriate solution to be taken forward for detailed design and ultimately implementation in future years.

Aberdeen Beach Recreational Cycle Route

Work on a recreational route linking School Drive/Golf Road with the Beach Esplanade is due for completion by the end of December 2013, jointly funded by the Council's CWSS (Cycling, Walking and Safer Streets) allocation.

Westhill to Aberdeen Cycle Route Improvements

Discussions are ongoing as to the optimum solution for drainage problems on this route.

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 stops within Aberdeen City and Aberdeenshire is ongoing.

Airport Bus Turning Circle

Conditional planning permission has been granted and a contract for tender is currently being prepared.

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 is now complete.

1.2.4 Freight

A947 Oldmeldrum Road/Dyce Drive Junction Improvement

Relining has now taken place. Junction widening will be complete by the end of the year.

Howe Moss Drive/Dyce Drive Junction Improvement

Land issues have been identified at this location and officers are reviewing how best to resolve these. Implementation will be delayed subject to successful conclusion of the land issues.

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 (**completed**) - Evaluate Performance including Initial Part 1 AST Compilation;
- Public Acceptability Performance (**November 2013**) – Public consultation held in September 2013 followed by 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/roa_access_from_south_home.asp. The website also includes draft plans of the various options being considered.

An informal public consultation was held during September at various venues and online. Officers are currently analysing the feedback received.

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

Due to the revised priorities of the Council, the Union Street Pedestrianisation study is now expected to commence in February 2014. As the Nestrans contribution would require to be completed by the end of March 2014 it was agreed with Nestrans that the funding be reallocated to the Aberdeen City Centre Traffic Model upgrade which is due for completion in November 2013. The model will be used to test traffic options for Broad Street in relation to the Marischal Square development and for the City Centre as a result of Union Street Pedestrianisation.

- 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 11th 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 Previously 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 schools 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. At present only the Kingswells site falls under the policy but the inclusion of any future Park and Ride sites would be considered on a case by case basis.

- 2.3 Events at the Kingswells Park and Ride site tend to be small in nature and take place over short periods, such as cycle training. There has been one instance where what the Council was 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. The original report of 15th March 2011 considered that wider consultation was unnecessary and would be disproportionate given the likely size of events. However, discussions with a local Member have identified a desire for wider consultation with the adjacent Kingswells community to make them aware of events that are being considered for approval at the site. In light of these discussions it has been agreed that, in order to promote greater openness, a designated member of the Kingswells Community Council will be informed of any event which the City Council is minded to approve. The designated member will then be given five working days to respond and, if they disagree with the proposed use, it will be referred to the three local Members who will be given a further five working days to respond. The above timescales would be the minimum required for a response and the timings of proposed events may allow for some flexibility in the response times.
- 2.4 It is considered that the procedures developed for the approval of complementary uses of Park and Ride sites will be enhanced by this adjustment to the policy. The input from a local community representative will allow greater openness and will assist in improving the process for identifying and approving suitable uses. It is therefore recommended that the policy for Complementary Uses of Park and Ride Sites which was approved by this Committee on 15th March 2011 be modified to include consultation as set out above.

3 Freight Action Plan Refresh

- 3.1 The Freight Action Plan (FAP) was developed in 2008 in consultation with the freight industry and was approved by the Nestrans Board in 2009 as a daughter document to the Regional Transport Strategy (RTS). The FAP sets out how Nestrans and its partners can assist in the delivery of more efficient and effective freight operations for the benefit of the North East of Scotland.
- 3.2 In the years since the Plan was adopted, many of the previously agreed actions have been completed, while some are no longer considered to be priorities. With the RTS having recently been refreshed, steps have been taken to ensure that the FAP also remains relevant.
- 3.3 Nestrans appointed a consultant to review the FAP in consultation with the Freight Forum, a group of hauliers, businesses and various public sector organisations with an interest in freight in the north east. The group meets on a regular basis and acts as a consultative forum for policy developments. Aberdeen City Council has an active role in the Freight Forum and has

contributed to the development of the draft FAP refresh (FAP2). The Nestrans Board, at its meeting on 28th August 2013, approved the draft FAP2 for formal consultation with the partner Local Authorities.

- 3.4 Aberdeen City Council has now been asked to submit formal views on the draft FAP2, in particular on the proposed actions articulated within the Plan, and to identify those actions that should be prioritised over the first twelve months of the Plan.
- 3.5 The proposed response to this request is provided in Appendix B to this report. In summary, it describes positive support for the content of the plan which could be strengthened further by the inclusion of information on the status of the actions from the first Plan to highlight the progress made to date. Officers would also propose the prioritisation of continued interaction with local hauliers with regard to City Centre activities and a clarification is suggested regarding the monitoring of incidents involving HGVs. ACC currently monitor such incidents yearly, taking action as necessary.
- 3.6 It is therefore recommended that this Committee approve the proposed response to Nestrans on the draft Freight Action Plan refresh, as set out in Appendix B.

4 Aberdeen International Airport – Noise Action Plan

- 4.1 Aberdeen International Airport has issued a consultation document on the Noise Action Plan for 2013-2018. The draft Plan can be found at:

<http://www.aberdeenairport.com/about-us/community-matters/local-environment/noise>.

The Airport is required to develop a Noise Action Plan and update it every five years. This Plan therefore replaces the 2008-2013 Plan.

- 4.2 The Plan states that the objective for the management of aircraft noise is:

To gain the trust of our stakeholders that we are using best practicable means to minimise existing aircraft noise impacts, and this approach will continue into the future, within the framework established by Government.

The Plan has five key themes for a noise work programme:

- a) *Demonstrate our continuing commitment to managing aircraft noise impacts associated with Aberdeen International Airport's operations:*
 - (i) *Quietest fleet practicable.*
 - (ii) *Quietest practicable aircraft operations, balanced against NOx and CO2 emissions.*
 - (iii) *Effective and credible noise mitigation schemes.*
- b) *Allow us to engage with our communities affected by aircraft noise and better understand their concerns and priorities.*

- c) *Influencing planning policy to minimise the number of noise sensitive properties around our airports.*
- d) *Organising ourselves to continue to efficiently and effectively manage aircraft noise*
- e) *Building on our extensive understanding of aircraft noise to further inform our priorities, strategies and targets.*

4.3 The Plan describes the benefits that the airport supplies to the region. It notes that:

- The airport handled 1 million passengers a year in 1987 but now handles 3.3 million;
- The Airport Masterplan predicts this to rise by 40% by 2040;
- 525,710 of these passengers were on/offshore traffic;
- In 2012, 1,033,387 passengers used Aberdeen to access London Airports with the bulk of these being to Heathrow;
- Aberdeen International Airport has a high business/leisure split at 65/35; and
- The propensity to fly at Aberdeen (the number of times people in the north east fly per head of population) is 5.1 compared to a national average of 2.

4.4 The Plan recognises that these benefits need to be balanced against the disbenefits to local residents, in particular the noise impacts. It describes the regulatory framework for noise that the airport is required to operate in and describes some of the (noise producing) practices that are required to keep aircraft airworthy. It highlights how the Airport interacts with its neighbours and how complaints and comments can be made. It notes the progress that has been made with regards to issues at the east side of the airport and the continuing dialogue between the airport, its consultative committee and residents.

4.5 The Plan gives a detailed background to the technical nature of noise measurement and to the differences between actual noise and perceived noise. It describes how these perceptions are taken into account in the various noise measurements particularly in dealing with evening and night time noise. It notes that, although the airport has a 24 hour opening period, in 2011 there were 700 flights between 23:00 and 06:00 hours – 0.6% of the total movements with almost 1/3 of these flights being air ambulance flights. It gives details of the noise levels in the various methods of describing noise for the areas affected and the number of people and households in those areas. Baseline information for a set of performance indicators has been provided so that progress can be mapped to determine effectiveness of the Action Plan. These show that there has been, over the previous 10 years, an improvement in the indicators relating to noise generated by the airport.

4.6 Finally, the Plan sets out a series of actions intended to achieve the key themes set out above along with details of how and when these actions will be measured.

- 4.7 Aberdeen City Council's officer response to Aberdeen International Airport's draft Noise Action Plan 2013-2018 is attached as Appendix C to this report. Members are asked to endorse this response.

B) Issues for Information

Active Travel and Air Quality

5 Wayfinding - Aberdeen City Centre

- 5.1 A wayfinding strategy has been previously identified by Aberdeen City Council as important in improving the City Centre experience for visitors. The City Centre Development Framework and the Sustainable Urban Mobility Plan have most recently raised the issue of a need for "better promotion of the city and wayfinding". The existing wayfinding infrastructure lacks coherence while maintenance and stock availability have led to lost or out of date resources in areas. The current provisions do not provide visitors with clear assistance when travelling around the City Centre, missing important and interesting details. Lack of available resource has held this work back from being investigated before now.
- 5.2 In February 2013 Aberdeen Inspired (AI), in recognition of the deficiencies in current City Centre Wayfinding, approached Council officers with a proposal to work in partnership to investigate a new wayfinding strategy. AI views this as a flagship project for their organisation and the City Centre and it is well supported by their members. AI took forward a tendering procedure to appoint a suitable design consultant to develop a scheme.
- 5.3 Phase 1 of the project encompassed a review of the existing provisions and a brief investigation of options for a revised scheme. This was fully funded by AI, with the Council contributing officer time assisting the consultant. The Council has committed to contributing 50% of the funding for Phase 2 of the study from existing revenue budgets plus officer hours in support of the consultant. Phase 2 covers the Strategic Planning, Concept, Design Development, Detail Design and Artwork (including Mapping). All rights to the sign designs will be held by the Council on completion of the project.
- 5.4 The study's key milestones are as follows:
- Strategic Plan (**completed**) – information gathering, audits and analysis;
 - Scheme Concept Design (**completed**) – wayfinding, product and information concepts;
 - Detailed Scheme (**November 2013**) – sign locations agreed;
 - Concept Design (**November 2013**) – illustrations, concepts and product types;
 - Pilot Scheme Design/Approvals (**December 2013**) – draft artwork for pilot and local consents/checks;
 - Detail Design (**December 2013**) – information and product design; and
 - Pilot Scheme Implementation (**May 2014**) – prototypes, procurement and installation of pilot scheme.

5.5 Following implementation of a pilot scheme, monitoring will be undertaken to measure the viability of the proposals prior to implementation on a larger scale.

5.6 Members will be kept up to date on the progress of this scheme through future reports to this Committee.

6 Sustrans School Cycle Parking Fund 2013/14

6.1 In August 2013, officers were successful in attracting £6,147.50 in match-funding from Sustrans Scotland's 2013/14 School Cycle Parking Fund, to be spent on the following improvements:

- New cycle parking, shelters and a scooter rack for St. Joseph's RC School (£3542.50);
- A new covered cycle parking facility at Forehill School (£1302.50); and
- A new covered cycle parking facility at Cults Primary School (£1302.50).

The remainder of the funds will be supplied from CWSS. The facilities are expected to be installed before the end of 2013.

7 Bikeability Support Plus Fund 2013/14

7.1 An application for £35,000 from Cycling Scotland's Bikeability Support Plus Fund 2013/14 has been successful. The fund is intended to assist local authorities in increasing the number of schools delivering cycle training to pupils. The application was centred around Adventure Aberdeen assuming the management and administration of Bikeability during the 2013/14 academic year, including recruiting schools to take part and recruiting and training volunteer instructors.

7.2 Adventure Aberdeen will offer intensive mentor support to 24 schools, training and supporting volunteers at these schools. These volunteers will then be responsible for leading Bikeability sessions in their schools (supported by Adventure Aberdeen as required) and will be expected to assume responsibility for Bikeability at their schools in future years, when the level of support offered by Adventure Aberdeen may not be available. Participating schools will be asked to sign up to a Sustainability Plan to be devised by the Council, outlining the steps they will take to ensure Bikeability becomes embedded and mainstreamed into their school's activities and is identified as a priority for them in the future.

7.3 Schools will be granted support on a priority basis, starting with those who have expressed a willingness to take part in Bikeability in previous years but who have been unable to do so. Schools capable of continuing with Bikeability independently are unlikely to receive support and it is accepted that some schools will be less easy to engage with this session but could be targeted in future years should this approach prove successful.

- 7.4 Class teachers will be expected to assist with sessions, thus allowing Bikeability to contribute to the mandatory 2 hours of physical education required in all schools which should make participation easier and more enticing for schools.
- 7.5 Adventure Aberdeen can, where necessary, supply helmets and bicycles to participants during training, thus ensuring that access to a bike and safety equipment is not a barrier to taking part in Bikeability.
- 7.6 This proposal was developed by a cross-service partnership comprising staff representing Education, Sport, Active Schools and Transportation.

8 Cycling Scotland Pedal for Scotland Event

- 8.1 On Sunday 15th September 2013 Cycling Scotland held an inaugural Pedal for Scotland cycling event on the Aberdeen beachfront. This was a free event, open to all, where participants could complete circuits of the Beach Esplanade in a traffic-free environment. Despite the poor weather 297 participants took part on the day.
- 8.2 The event was supported by Aberdeen City Council via the Getabout partnership, which arranged a series of complementary attractions to be present during the event, including the Getabout Bicycle Roadshow.
- 8.3 A debrief will be held with Cycling Scotland to discuss the suitability of the location and how to improve promotion of the event next year to encourage greater participation.

9 European Mobility Week

- 9.1 European Mobility Week (EMW) 2013 took place between 16th and 22nd September with the theme 'Clean Air – It's Your Move'. Aberdeen City Council, in partnership with Getabout, organised a series of events throughout the week to promote sustainable transport and to raise awareness of air quality problems in the City.
- 9.2 The Getabout Bicycle Roadshow visited Forehill School and Hanover Street School during the week to promote and encourage cycling to school amongst pupils. The roadshow also visited Kingswells School earlier in September.
- 9.3 On Saturday 21st September a section of path at Duthie Park near the Mound was closed off for children and adults alike to try out the various bikes comprising the bicycle roadshow. Over 200 people took part.
- 9.4 Sunday 22nd September saw the Council celebrate In Town Without My Car Day for the fourth consecutive year by closing an area of Schoolhill and Belmont Street in the City Centre to motor traffic. The freed up space was then devoted to a family event focusing on the themes of air quality and sustainable transport. A number of attractions were available to members of

the public free of charge, including the Getabout Bicycle Roadshow, a bike doctor, rickshaw rides and electric vehicle demonstrations.

- 9.5 With the number of cycle accidents increasing in Aberdeen in recent years cycling safety was another key theme of this year's event. A HGV was supplied by ARR Craib and parked on-street surrounded by bicycles. Members of the public were then invited into the cab to experience a HGV driver's visibility, particularly blind spots, thus encouraging cyclists to take special care when travelling on the road alongside such vehicles.
- 9.6 A number of other organisations with a stake in clean and healthy forms of transport were also present to promote the work they do and the services they offer, including Co-Wheels, First Aberdeen, Stagecoach Bluebird, Aberdeen Cycle Forum, Alpine Bikes, Home Energy Scotland, Adventure Aberdeen, the Council's City Wardens team and the MUSIC Project's 'Take Back the Streets' group.
- 9.7 The event was considered a great success with 2000 bike bells handed out to members of the public along with hi-vis vests, slapbands and other safety equipment. One local business that was involved has requested that next year's In Town Without My Car Day takes place in the same location, saying *It was a magical atmosphere outside our shop and we saw a footfall into our shop of 4 times what we normally see on a Sunday*. Photographs of the event are available on the Getabout Facebook page – <https://www.facebook.com/Getabout.transport>.

10 Access from the North Delivery Plan

- 10.1 On 26th November 2009 a report, Access from the North - An Integrated Transport Solution, was presented to this Committee, describing proposed *sustainable transport solutions to improve access to and from the north of the City, supporting national, regional and local policy objectives for modal shift and reduced levels of car use*. A subsequent Delivery Plan was reported to Committee on 18th January 2011 detailing a programme for implementation of these proposals. Here follows an update on the Delivery Plan's progress.
- 10.2 The Delivery Plan takes into account the impacts of all major infrastructure changes to the north of the City including the Third Don Crossing and Berryden Corridor in order to lock in the benefits to the surrounding networks and communities and to provide best value for the Council.
- 10.3 Delivery to date

Delivery of elements of the plan has been ongoing and it is anticipated that the pace of implementation will increase as the new River Don crossing progresses.

Denmore Road to Scotstown Road pedestrian improvements

All dropped kerb improvements have been completed along this route.

Cycle provisions on Ellon Road

Consultants were appointed to review the corridor and identify suitable improvements to support the implementation of a cycleway along Ellon Road. A route has now been identified along the western side including junction improvement options. It is proposed to implement minor infrastructure improvements along the route this financial year with further upgrades to follow in future years once funding has been secured. Work to date has been jointly funded by Nestrans and Sustrans.

Cycle improvements to Core Paths 13 and 6

No further action taken this year.

Cycle provisions on King Street

No action taken this year.

Pedestrian improvements - King Street and Old Aberdeen

No further action taken this year.

Beach Esplanade cycle facilities

No action taken this year.

West North Street cycle and pedestrian facilities

No action taken to date.

Sustainable Transport Hubs

No action taken to date.

Pedestrian and cycle connections in the vicinity of the Parkway

Consultants were appointed to review options for a new path along the south of the Parkway with an alternative option on the north now being investigated. Opportunities along this route will be greatly influenced by the construction of the new River Don crossing and the 7500 new homes at Grandholm.

Implementation of a new shared use path on the north side of the Parkway between Whitestripes Road and Whitestripes Avenue is being considered by the Traffic Management Team using CWSS funding this financial year. This would require to be followed up with the necessary SRO for the remaining path and will provide a high-quality connection to the new River Don crossing.

Pedestrian and cycle improvements in Grandholm

Upgrade and extension of the existing path network.

Pedestrian and cycle improvements on Great Northern Road

A shared use route was implemented along Great Northern Road between the Haudagain Roundabout and Bank Road using CWSS funding in 2012/13, complementing the new shared route from the Haudagain Roundabout to Sclattie Park Roundabout implemented between 2011 and 2013 with Nestrans funding.

Pedestrian and cycle improvements on Hilton Drive/Westburn Drive and Craigie Loanings

No further action has been undertaken this year.

Public transport improvements

The Great Northern Road/Auchmill Road (A96) corridor is now subject to a Bus Punctuality Improvement Partnership (BPIP) between Nestrans, Aberdeen City and Aberdeenshire Councils and bus operators.

Cycle Facilities linking to the Berryden Corridor

No action taken to date.

- 10.4 Implementation is reliant on various sources of funding. The current Council Non-Housing Capital spend profile for the Third Don Crossing includes around £1 million towards the cost of the 'Access from the North' integrated transport proposals. The spend profile for the Berryden Corridor Improvements is also included within the Non- Housing Capital Programme. Other sources of funding are being investigated as the programme develops including but not restricted to:
- Nestrans for strategic pedestrian, cycle, public transport and road infrastructure opportunities (no allocation made this financial year);
 - CWSS for improved pedestrian and cycle provisions;
 - Scottish Government/Transport Scotland for trunk road improvements;
 - Sustrans for pedestrian and cycle opportunities; and
 - Various sources of funding for core path opportunities.

11 Electric Vehicles

- 11.1 The 3rd September 2013 saw a joint launch of the publicly-available electric vehicle charging points in Aberdeen and the new electric vehicles which have joined the Co-wheels Car Club fleet in the City. The ribbon cutting was performed by Councillor Young while representatives from Nestrans, Co-wheels and Aberdeen City Council provided attendees with information about the project. Around forty stakeholders, including members of the business community and the press, were in attendance. The launch also provided the end point for the *Plugged in Adventure* which saw two local filmmakers and a cameraman embark on a journey of 1500 miles around the UK in four days to prove that electric vehicles can cope with long distance motoring. The project, supported by Aberdeen City Council, Co-wheels and Specialist Cars Nissan Aberdeen, was completed successfully and the video of the trip will be made available soon.
- 11.2 All nine of the publicly-available electric charge points are now operational. The next stage will see the units commissioned to run on the Charge Your Car (CYC) network, a condition of the grant funding from Transport Scotland and the Office for Low Emission Vehicles (OLEV). The CYC network will provide a public interface for users, which will allow them to activate their charge by phone, text or using a swipecard, while it will also operate a back

office facility which will monitor usage of the units. Members of the public can use the units now if they have purchased a swipe card from CYC.

- 11.3 In the August report to this Committee, Members were informed that the Council had been successful in securing additional funding from OLEV as part of their Public Sector Estates Chargepoints Scheme to fund an additional two charging sites in the city. OLEV will provide 75% of the funding with the rest coming from the CARE North project. A City Centre site and one of the west side of the city are being investigated. Scottish and Southern Energy (SSE) and the Council's Lighting Team are providing assistance with the site investigations. It is envisaged that these new units will be operational by the end of January 2014.
- 11.4 £40,000 has also been awarded by the Scottish Government for the installation of a further rapid charge unit, capable of fully recharging a car in less than half an hour, in Aberdeen. This new unit will have three sockets, allowing them to be used by cars from elsewhere in Europe. Site investigations are currently underway to determine a suitable location for this unit. Funding will also be available from the Scottish Government for the upgrading of Aberdeen's two existing rapid charge units to three sockets.

Major Projects

12 Non-Housing Capital Projects

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

Projects within the Energetica corridor:

- **Third Don Crossing:** design and contract documentation currently underway; start advance site preparation works including tree felling - 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); and
- **Aberdeen Western Peripheral Route/Balmedie - Tipperty:** procurement underway; contract award - autumn 2014; opening - spring 2018.

Others:

- **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;
- **Marischal Square - Option Appraisal:** City Centre Traffic Model now available and option testing underway; option appraisal completion - end January 2014; and

- **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.

Other

13 Local Transport Strategy Refresh

13.1 The Aberdeen Local Transport Strategy (LTS) outlines the strategy and policy approach to transport provision and development in Aberdeen City. As the current LTS has a 2008-2012 timescale and was predicated on the AWPR opening in 2012, officers are currently at work on refreshing the document to bring it up to date.

13.2 The first stage in this process is an online questionnaire which is now open to all stakeholders and members of the public:

<https://www.surveymonkey.com/s/ACCLocalTransportStrategy>.

This questionnaire aims to establish the main issues that should be included within the refresh and asks for comments on whether or not the vision, aims, objectives and actions are still relevant. The closing date for responses is Friday 29th November 2013.

13.3 The responses will be used to inform a Main Issues Report on the LTS which will be published for consultation before the end of the year. Following this, a refreshed LTS will be drafted and presented to this Committee.

14 National Transport Awards 2013

14.1 Aberdeen City Council was one of four cities shortlisted in the Transport City of the Year category at the National Transport Awards, held in London on 17th October 2013. The award was ultimately won by Southampton City Council.

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, 12 June 2013

Present: Councillor Milne (Chairperson); Eddie Anderson (Deputy Chair); and Councillors Finlayson and Grant (Aberdeen City Council), Councillors Buchan, Clark, Latham and Mollison (as substitute for Councillor Argyle) (Aberdeenshire Council); David Sullivan (External member); Maggie Bochel and Stephen Archer (Advisers to the Board).

In attendance: Jenny Anderson (Nestrans), Tom Buchan (Aberdeenshire Council), Rebecka Coull (Aberdeen City Council), Rab Dickson (Nestrans), Derick Murray (Nestrans).

Apologies: Councillor Argyle (Chairperson), Councillor McCaig (Aberdeen City Council), Jennifer Craw and Derek Provan (External members).

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

<http://www.nestrans.org.uk/56/board-meetings.html>

MINUTE OF PREVIOUS MEETING

1. The Board had before it the minute of its previous meeting of 17 April 2013.

The Board resolved:

- (i) to approve the minute as a correct record; and
- (ii) to request that officers write to the Transport Minister reiterating the concerns of the Board in relation to the proposed high speed rail link between Glasgow and Edinburgh.

LIAISON BETWEEN REGIONAL TRANSPORT PARTNERSHIPS, THE SCOTTISH GOVERNMENT AND OTHERS

2. With reference to article 3 of the minute of its previous meeting of 17 April 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 –

- Transport Scotland in Aviemore on 17 April 2013
- Scottish Partnership Group on High Speed Rail in Glasgow on 22 April 2013
- Transport Scotland regarding Laurencekirk junctions in Perth on 30 April 2013
- Health and Transport Action Plan Steering Group in Aberdeen on 10 May 2013
- Transport Scotland (rail branch) in Aberdeen on 13 May 2013
- Regional Transport Partnership lead officers in Perth on 15 May 2013
- Department for Transport in London on 30 May 2013
- Aviation (Davies) Commission and Transport Scotland in Edinburgh on 5 June 2013
- Regional Transport Partnership Chairs in Lerwick on 5 June 2013

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

3. With reference to article 4 of the minute of its previous meeting of 17 April 2013, the Board had before it a report by the Director which provided members with an update on the consultation on the Regional Transport Strategy refresh, and a summary of the responses which had been received.

The report recommended –

that the Board consider and note the comments received during consultation and note the next steps.

The Board resolved:

to approve the recommendation.

ANNUAL MONITORING REPORT

4. The Board had before it a report by the Director which provided an update on progress in monitoring against the agreed targets and indicators contained in the Regional Transport Strategy monitoring report, which was appended to the report.

The report recommended –

that the Board –

- (a) consider and approve the amendments that have been made to the indicators and targets, and outlined in the report; and
- (b) note the positive trends emerging against many of the targets and those that are not performing as well.

The Board resolved:

to approve the recommendation.

STRATEGIC TRANSPORT FUND – UPDATE

5. With reference to article 5 of the minute of its previous meeting of 17 April 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.

PROGRESS REPORT

6. With reference to article 8 of the minute of its previous meeting of 17 April 2013, the Board had before it a progress chart summarising the work in the three sub strategies of the Regional Transport Strategy as at 5 June 2013.

In relation to a discussion at a previous meeting (article 12 of the minute of meeting of 20 February refers), members enquired as to whether the taxi service for Aberdeen International Airport had been retendered, and if so, if the requirement to be able to call taxis and await their arrival inside the building had been included in the tendering documentation. Officers undertook to advise members in this regard.

The Board resolved:

to note the content of the progress chart.

PUBLICATIONS AND CONSULTATIONS

7. With reference to article 9 of the minute of its previous meeting of 17 April 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 and/ or final responses as appropriate –

- Inverurie – Network Rail proposal to dispose of former sidings to the west of Inverurie station by way of freehold sale and grant of a long lease to Aberdeenshire Council.
- Network Rail – Long term planning process – long distance market study draft
- Aberdeen Local Development Plan Review – pre main issues report
- Cairngorms National Park – proposed local development plan
- Bus Regulations (Scotland) Bill

The report recommended –

that the Board note the content of the report and the documents referred to therein.

The Board resolved:

to approve the recommendation.

“GOING SMARTER”: MONITORING AND EVALUATION OF THE SMARTER CHOICES, SMARTER PLACES PROGRAMME

8. The Board had before it a report by the Director which advised members of the publication of research into the effectiveness of the Scottish Government’s Smarter Choices, Smarter Places programme.

The report recommended –

that the Board note the content of the report and the documents referred to therein.

The Board resolved:

to approve the recommendation.

NATIONAL PLANNING FRAMEWORK 3 AND SCOTTISH PLANNING POLICY

9. With reference to article 6 of the minute of its meeting of 12 December 2012, the Board had before it a report by the Director which advised that the main issues report for the third National Planning Framework had been published, and sought approval for officers to submit a formal response to the consultation.

The report recommended –

that the Board note the content of the report and consider proposed response to the consultation, as appended to the report.

The Board resolved:

to approve the response for submission.

PUBLIC RELATIONS CONTRACT

10. With reference to article 10 of the minute of its meeting of 20 June 2012 the Board had before it a report by the Director which advised members of the outcome of the tendering process for the joint ACSEF/ Nestrans public relations and events management contract.

The report recommended –

that the Board note the outcome of the tendering process for the joint ACSEF/ Nestrans public relation and events management contract.

The Board resolved:

to approve the recommendation.

BUDGET MATTERS

11. With reference to article 12 of the minute its previous meeting of 17 April 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) Nestrans had agreed funding of £453,000 for planned walking and cycling projects. Aberdeen City Council has received match funding from Sustrans to assist with the delivery of their part of the programme and the funding necessary has reduced by £18,500. The adjusted programme cost going forward will be £434,500. It was proposed to vire this funding towards the programme for safety improvements, namely route action work including improved lining, signing and road stud replacement on strategic corridors. The funding for this programme would increase from £163,000 to £181,500.

The report further advised that no additional funds had been received from developers to date towards the Strategic Transport Fund (STF) and that contributions to date 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) agrees the virements of £18,500 to strategic safety improvements as outlined above.

The Board resolved:

to approve the recommendations.

UNAUDITED STATEMENT OF ACCOUNTS

12. The Board had before it a report a report by the treasurer which presented the unaudited statement of accounts for 2012/13.

The report recommended –

that the Board consider the unaudited financial statements for 2012/13 and approves their issue to the external auditor and the Controller of Audit.

The Board resolved:

to approve the recommendation.

TREASURY MANAGEMENT STRATEGY STATEMENT

13. The Board had before it a report a report by the treasurer which presented the Treasury Management Strategy Statement for 2012/13.

The report recommended –

that the Board approve the Treasury Management Strategy as set out in appendices A and B of the report.

The Board resolved:

to approve the recommendation.

INFORMATION BULLETIN

14. With reference to article 13 of the minute of its previous meeting of 17 April 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 –

- Rail franchises
- Rail patronage data
- Community rail partnerships
- Other rail matters
- National Tourism Framework
- Flybe sale of Gatwick slots
- Aberdeen cycle count
- Scottish Transport Awards

The report recommended –

that the Board note the content of the report.

The Board resolved:

to approve the recommendation.

CONFERENCES AND PRESENTATIONS

15. With reference to article 14 of the minute of its previous meeting of 17 April 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

16. With reference to article 15 of the minute of its previous meeting of 17 April 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.

JENNIFER CRAW

17. The Chairperson advised that Jennifer Crow has tendered her resignation as an external member of the Board. Councillor Milne extended his thanks to Ms Crow for her valuable input over the past ten years, and requested that officers write to Ms Crow on behalf of the Board in this regard.

- RAMSAY MILNE, Chairperson

Appendix B

Aberdeen City Council response to the Nestrans draft Freight Action Plan Refresh (FAP2)

FAO Mr R Dickson
Transport Strategy Manager
Nestrans
Archibald Simpson House
27-29 King Street
Aberdeen
AB24 5AA

Dear Rab,

Freight Action Plan 2

Thank you for the opportunity to comment on the refreshed Freight Action Plan (FAP).

Officers from this service have been involved throughout the update of this plan and in the Freight Forum who have informed much of the content of this Plan. The original FAP has led to very positive activities to assist and support the local freight industry within the City and we look forward to continuing this joint working in line with the refreshed Plan.

Officers have taken the opportunity to consider the final draft and are broadly in agreement with the content. Our comments are as follows:

Action “3. Sustain a regular Freight Forum to enable communication between the north east industry, the freight industry and public sector partners.”

Aberdeen City Council will continue to be an active partner within the Freight Forum in order to maintain discussion with hauliers relating to their activities in the city centre. The Council considers Action 3 to be a priority.

Action “33. Nestrans and its partners will undertake a review of accident locations involving freight vehicles with a view to identifying the key locations where interventions could help improve problem junctions.”

Aberdeen City Council Traffic Safety Unit continues to monitor incidents involving HGV’s on an annual basis. Actions will be taken where problems are identified.

The health and safety of those on the road network continues to be a priority for ACC both in terms of air quality and the interaction of HGV's and other vehicles or vulnerable modes. It is important to recognise the actions already taken by local freight industry, and to support and promote the improvements of these areas.

It is suggested that "new" Actions are highlighted within the FAP 2013 and that a list of those completed or not carried forward from the first Plan is provided in an appendix along with a brief summary of work undertaken or the circumstances that make them no longer appropriate. We feel that this will add value and completeness to the new FAP and its predecessor.

This response has been agreed by the Enterprise, Strategy and Planning Committee at its meeting of November 2013.

Please don't hesitate to contact Vycki Ritson – Senior Engineer - Transportation Strategy and Programmes, contact details as above, should you have any queries on the above and I look forward to receiving a copy of the finalised FAP Re-refresh 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

Appendix C

Aberdeen City Council response to the Aberdeen International Airport – Draft Noise Action Plan

NAP Consultation
Aberdeen International Airport Limited
Dyce
Aberdeen
AB21 7DU

Dear Sirs

Aberdeen International Airport - Noise Action Plan

Aberdeen City Council (ACC) welcomes the opportunity to comment on the Airport's consultation on the draft Noise Action Plan.

ACC notes that the approach taken to the issue of noise was one of striking a balance between the economic benefits that the airport provides to the region and the need to manage the impact of noise on the local community. ACC commends the approach set out in the draft Noise Action Plan and the Airports commitment to reduce the noise impact on the local community. We note that improvements in noise reduction and in dialogue with residents have been made and support the actions set out within the plan to measure and report on achievements through the lifetime of the Plan.

Although not required by the Environmental Noise Directive, the proposal to include ground noise in the Action Plan is welcome. ACC do receive a significant number of complaints in regard to the noise associated with airport operations and the following comments highlights the main issues in relation to specific actions set out in the Plan.

- The continued development of a plan to mitigate noise on the east side of the airport.

The Council's Environmental Protection Team receives more complaints about ground noise around the east side of the airfield than any other noise matter within the city. Noise from helicopters waiting for air traffic control clearance is of particular concern, although other issues are raised including noise from private aircraft parked at the boundary fence close to Cordyce View and the aircraft maintenance areas. Council officers recorded noise levels at residential properties on the east side in February 2013. Existing levels are exceptionally high and well in excess of the WHO recommended daytime value LAeq16hr of 55dB for community noise and the commonly applied guideline value of 57dB LAeq 16hr for the assessment of fixed wing aircraft.

- The recording of the frequency and times of engines running.

A more detailed explanation of what this will include would be helpful. For example, is the intention to record the times when helicopters are loading passengers/awaiting air traffic control clearance and other helicopter movements or will the records only consider aircraft movement and checks for maintenance and repair?

- A review of a fixed wing general parking arrangements.

Officers have received several complaints regarding noise from aircraft parked on the east side of the airport adjacent to Cordyce View. There is a perception from the residents that the number of aircraft being parked at this location has increased in recent years.

- Consideration of arrival and departure policies,

The scheduling of helicopter movements in a similar manner to fixed wing aircraft may significantly reduce the requirement for helicopters waiting for air traffic control clearance at the east terminal and hence reduce noise levels.

In general ACC supports the themes set out to measure and report on achievements through the lifetime of the Plan and considers that the actions are a positive step in dealing with the issues highlighted.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	12 November 2013
DIRECTOR	Pete Leonard/Gordon McIntosh
TITLE OF REPORT	Environmental Noise Mapping and Action Planning
REPORT NUMBER:	EPI/13/196

1. PURPOSE OF REPORT

The purpose of this report is to;

- a) advise the Committee of the draft Aberdeen Noise Action Plan and its release by the Scottish Government for public consultation and
- b) the specific requirement of Aberdeen City Council to review and finalise the Candidate Noise Management and Candidate Quiet Areas and produce a Noise Action Plan for approval by the Scottish Government.

2. RECOMMENDATION(S)

- a) note the contents of this report;
- b) instruct relevant officers within the Housing and Environment and Enterprise, Planning and Infrastructure Services to:-
 - bi) jointly assess all Candidate Noise Management Areas (CNMAs) and Candidate Quiet Areas (CQAs) and recommend those that are appropriate to include in the final Noise Action Plan;
 - bii) jointly develop, in liaison with the Scottish Government, a final Noise Action Plan within the timescales specified by the Scottish Government;
 - biii) update the Committee on the outcomes of the assessment process for the CNMAs and CQAs and the submission of the Noise Action Plan for Scottish Government approval within 6 months, with subsequent annual reporting on progress on the implementation of the approved Noise Action Plan during the period 2014-2018.

3. FINANCIAL IMPLICATIONS

The Scottish Government has currently not made any financial provisions available to local authorities to undertake the new duties. The development of a Noise Action Plan will only involve officer time. Consultation on Noise Action Plans will be coordinated by the Scottish Government at no cost to local authorities. Unless future funding becomes available, implementation of the Action Plan will be through

existing and future planning, environment and infrastructure policies and development management.

4. OTHER IMPLICATIONS

There are no other implications associated with this report.

5. BACKGROUND/MAIN ISSUES

5.1 European Noise Directive (END)

5.1.1 The Environmental Noise Mapping and Action Plan report within the Enterprise, Planning and Infrastructure bulletin of March 2013 described the Scottish Government's approach to meeting the EU Noise Directive and the specific requirements of authorities within the Aberdeen agglomeration to develop and implement a Noise Action Plan. The statutory requirements and noise management process are further explained in sections 5.1.2-5.2.5.

5.1.2 The European Union has estimated that around 20% of the EU's population suffers from noise levels that scientists and health experts consider unacceptable. Exposure to high transportation noise levels can result in annoyance, sleep disturbance and adverse health including cardiovascular effects, hypertension, heart disease and mental health effects.

5.1.3 The Environmental Noise Directive requires member states to consider noise from road, rail and air traffic and from industrial noise in agglomerations. The main objectives of the Directive are as follows:

- To determine the noise exposure of the population through noise mapping;
- To make information available on environmental noise to the public;
- To establish Action Plans based on the mapping results, to reduce levels where necessary, and to preserve environmental noise quality where it is good.

The Scottish Government is responsible for the determination of noise exposure and make environmental noise information available to the public. Authorities within the Aberdeen agglomeration consisting of Aberdeen City Council and Aberdeenshire Council and led by the Director of Enterprise, Planning and Infrastructure, are responsible for generating the Aberdeen agglomeration Action Plan and provision of information locally.

5.2 Environmental Noise Directive (Scotland) Regulations 2006

5.2.1 The Scottish legislation describes a two round process to manage environmental noise and deliver the requirements of the ENDS legislation. Round One was completed in 2009 and required:

- the production of strategic noise maps for major roads, rail, airport and industrial sources in agglomerations with a population >250,000 (Glasgow and Edinburgh areas);
- competent local authorities in the agglomerations to draw up Action Plans to manage noise; and
- the submission of a summary of Action Plans to the Commission.

The Scottish Government undertook the noise mapping process and submitted the required documentation to the EU. However the local authorities within the Glasgow and Edinburgh agglomerations were required to develop the Noise Action Plans for Scottish Government approval.

5.2.2 Round 2 commenced in 2013 and follows the process adopted in Round 1. This time the END requires the production of strategic noise maps and Action Plans for agglomerations >100,000 and therefore includes the Aberdeen and Dundee agglomerations. The boundary of the Aberdeen agglomeration is similar to the City's boundary, although more rural areas are excluded and a small part of Aberdeenshire mainly to the south of Aberdeen is included. An Officer from Aberdeenshire Council has been involved in the noise action planning process.

5.2.3 Strategic noise maps for Aberdeen were produced in May 2013 by Scottish Government consultants and show an average noise level for an average weekday in the year. A prioritisation process, based on the maps and a complex formula, was used by the consultants to create a 'ranking' of potentially noisy road and rail 100m links. The top 1% was then selected for consideration as Candidate Noise Management Areas (CNMs) and Candidate Rail Management Areas (CRMAs).

5.2.4 The ENDS and Environmental Noise (Scotland) Regulations 2006 also require that Quiet Areas (QAs) within agglomerations are included in the noise maps and that Candidate Quiet Areas (CQAs) are identified in a similar way to NMAs. QAs are designated areas of quiet and tranquility, normally open spaces such as parks in urban organisations that provide a range of benefits to health and well being and the environment. They aim to ensure changes do not happen within, and to a certain extent, outwith, the quiet area that will result in an increase of the noise level or a reduction in the size of the quiet area. Quiet Areas should therefore not be viewed in isolation, but incorporated into the authority's Local Development Plan where appropriate and protected via the development control process.

5.2.5 The ENDS only considers existing transportation noise. The mapping process does not predict future noise exposure taking account of proposed road infrastructure or industrial, residential or commercial development that have the potential to influence current noise levels. Major road building projects such as the AWPR and 3rd Don Crossing are therefore not considered. However the AWPR in particular will have an effect on future transportation noise in the Aberdeen agglomeration and will need to be considered as part of the Action Planning process.

5.3 Development of a Noise Action Plan (NAP)

5.3.1 A Scottish Government Steering Group was formed to progress policy and technical issues and to develop a national framework for the NAPs. Aberdeen City Council's Principal Environmental Health Officer, Aileen Brodie, is a member of this group. Draft Plans for each agglomeration were finalised in September 2013 and essentially follow the same format. They are available on the Scottish Government website www.scottishnoisemapping.org.

5.3.2 The CNMAs, CRMAs and CQAs included within the draft Aberdeen NAP are shown in Appendix 1. They were produced by the consultants using the noise maps and various national data sources and will be reviewed by council officers, along with any additional potential NMAs and NQAs identified from local knowledge, to determine those that are appropriate to take forward in the final Action Plan. Actions concerning the CRMA will be managed by Network Rail, in liaison with the local authority. Comments received during the formal consultation process will also be considered.

5.3.3 The draft Action Plan also contains potential noise reduction measures that can be considered between 2013 and 2018. These include the incorporation of environmental noise management with the transportation planning process, service plans and other council transport, planning and travel policies; a reduction in exposure through existing planned maintenance and improvement works and the provision of guidance and information. In reality, and with no additional funding, actions to reduce noise in those areas most affected by transportation noise are likely to focus on existing and any proposed traffic reduction and infrastructure measures. The Action Plan, however, provides an opportunity to manage transportation noise to restrict any increase in noise exposure in the noisiest areas, control development in these areas to limit new exposure, consider the potential creeping effect from increased development and protect Quiet Areas.

5.3.4 Consultation on the draft Noise Action Plans is being managed by the Scottish Government. The consultation will commence on a date to be confirmed by the Scottish Government with responses to be submitted within the 3 month consultation period. Details of the

consultation process are on the Scottish Government website. The following summarises the next steps for Aberdeen City Council in the action planning process:

Preliminary Actions	Anticipated Completion Date
Assess all CNMA's as set out In the draft NAP	20 th November 2013
Assess all CQA's as set out In the draft NAP	31 st January 2014

5.3.5 The links between air quality and noise are strong. The majority of the measures in Aberdeen City's Air Quality Action Plan are aimed at road traffic reduction and therefore are likely to have a positive benefit on environmental noise. The Noise and Air Quality Action Plans should be cross referenced and future infrastructure and planning actions evaluated to ensure that noise and air quality mitigation measures are examined and, where possible, mitigation measures adopted that will benefit both air quality and noise.

5.3.6 The Scottish Government has indicated it expects councils to link transportation noise management to other key policies measures including Local and Strategic Development Plans, Transportation, Environment and Climate Change policies. The Action Plan will therefore be an evolving Plan that can be developed in a similar way to the Air Quality Action Plan taking account of new technical information, national policies and local developments.

5.4 Conclusions

Implementation of the END provides an opportunity to protect and hence the amenity and health of resident living in the noisiest locations of Aberdeen and protect designated Quiet Areas. The Council is required to develop a Noise Action Plan in accordance with Scottish Government timescales. This report summarises the Noise Mapping and Action Planning process and steps that are required to meet our statutory duties. Development of the Action Plan is a multidisciplinary process and the Council must ensure appropriate officers are instructed to contribute as required and within specified timescales to meet our legal obligations.

6. IMPACT

Corporate - This report is linked to the improvement in the health and the environment for the people of Aberdeen and a reduction in health inequalities. In terms of 'Aberdeen the Smarter City' the report relates to the commitment to promote a sustainable transport system, including cycling.

Public – The report is likely to be of interest to the public due to the health effects of transportation noise. An Equality and Human Rights Impact Assessment and Strategic Environmental Assessment are not required for this report as these matters have been address nationally by the Scottish Government and no issues have been raised.

7. BACKGROUND PAPERS

- The European Parliament and Council Directive for Assessment and Management of Environmental Noise 2002/49/EC
- The Environmental Noise (Scotland) Regulations 2006
- Scottish Government Guidance: Environmental Noise Action

9. REPORT AUTHOR DETAILS

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Appendix 1 Aberdeen Road Candidate Noise Management Areas

CNMA ID	Map Number	Address	Local Authority
1	1	Auchmill Road At Newton Terrace, Aberdeen	Aberdeen City
2	1	North Anderson Drive At Clifton Road, Aberdeen	Aberdeen City
3	1	Great Northern Road Near Smithfield Lane, Aberdeen	Aberdeen City
4	2	King Street At Don Street, Aberdeen	Aberdeen City
5	3	North Anderson Drive At Mastrick Road, Aberdeen	Aberdeen City
6	3	North Anderson Drive At Lang Stracht, Aberdeen	Aberdeen City
7	3	North Anderson Drive At Laburnum Walk, Aberdeen	Aberdeen City
8	4	Littlejohn Street, Mealmarket Street, King Street, Aberdeen	Aberdeen City
9	4	King Street At St Clair Street, Aberdeen	Aberdeen City
10	4 and 6	Union Street At Dee Street, Aberdeen	Aberdeen City
11	4 and 6	Rennie'S Wynd, Wapping Street, Carmelite Street, Trinity Street, Guild Street, Aberdeen	Aberdeen City
12	4 and 6	Market Street, Union Street, Netherkirkgate, Aberdeen	Aberdeen City
13	4 and 6	Market Street, Virginia Street, Shore Brae, Aberdeen	Aberdeen City
14	5	Queen's Road At Royfold Crescent, Aberdeen	Aberdeen City
15	6	Whinhill Road At Fonthill Road, Aberdeen	Aberdeen City
16	6	Wellington Place, South College Street, Aberdeen	Aberdeen City
17	6	Palmerston Road, Market Street, Aberdeen	Aberdeen City
18	6	Victoria Road At Walker Road, Aberdeen	Aberdeen City
19	7	A90 At Holburn Street, Aberdeen	Aberdeen City
20	6	Holburn Steet at Union Street	Aberdeen City

Aberdeen Rail Candidate Noise Management Areas

CNMA ID	Map Number	Address	Local Authority
1	1	Near Polmuir Road, Riverside Drive	Aberdeen City
2	1	Near South College Street, North Esplanade West	Aberdeen City

Aberdeen Candidate Quiet Areas

ID	Map Number	Name	Source
1	1	Playing Field At Laurel Drive	Parks and Gardens
2	1	West Field Park	Parks and Gardens
3	1	Seaton Park	Parks and Gardens
4	1	Seaton Playing Field	Parks and Gardens
5	2	Hazlehead Park	Parks and Gardens
6	2	Hazlehead Park	Parks and Gardens

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Marine Scotland Consultations
REPORT NUMBER:	EPI/13/197

1. PURPOSE OF REPORT

The purpose of this report is to present the draft response on behalf of the Council for five Marine Scotland consultations under the heading 'Planning Scotland's Seas'.

2. RECOMMENDATION(S)

That the committee: -

- a) Approves the draft consultation response for submission to the Scottish Government.

3. FINANCIAL IMPLICATIONS

There are no financial implications identified as a result of this consultation. The Marine (Scotland) Act 2010 states that marine planning functions will be delegated to a regional level via Marine Planning Partnerships (MPP). The MPP should consist of appropriate stakeholders including local authorities. At this level, the National Marine Plan will be implemented locally through a regional marine plan. By this time, there will be a better understanding of potential financial implications to the Council associated with this function. The exact timeframe for implementation is still not known.

4. OTHER IMPLICATIONS

The development of a National Marine Plan is a statutory requirement of the Marine (Scotland) Act 2010. Part 3 of the Act places a duty on Scottish Ministers to prepare and adopt a National Marine Plan, followed by regional marine plans. These consultations are some of the steps being taken to meet this requirement.

5. BACKGROUND/MAIN ISSUES

The Marine (Scotland) Act 2010 allows for the management of the competing demands on marine resources to be more effective. This ensures that the marine environment is protected and enhanced so that it continues to provide economic and social benefits for future generations. A comprehensive system of marine planning is required to ensure that environmental impacts are taken into account when new activity is being proposed. Marine Scotland has consulted on a number of proposals to take forward integrated marine planning for Scotland's seas and the Council has drafted responses to the following consultations: -

- a) Planning Scotland's Seas – Scotland's National Marine Plan Consultation Draft;
- b) Planning Scotland's Seas – Draft Sectoral Marine Plans for Offshore Renewable Energy in Scottish Waters: Consultation Paper;
- c) Planning Scotland's Seas: 2013 – Possible Nature Conservation Marine Protected Areas Consultation;
- d) Planning Scotland's Seas: Consultation Priority Marine Features; and
- e) Planning Circular: The Relationship between the Statutory Land Use Planning System and Marine Planning and Licensing.

Officers from within the Council (including Economic & Environmental Sustainability, Planning & Sustainable Development, and Environmental Services) have been consulted and contributed to the draft responses. This work has also been undertaken in partnership with the Aberdeen City and Shire Strategic Development Planning Authority.

- 5.1 **Planning Scotland's Seas – Scotland's National Marine Plan Consultation Draft.** Building on existing regimes, this paper sets out one framework for all activities taking place in Scottish Waters. The National Marine Plan (NMP) includes inshore waters out to 12 nautical miles which is governed by the Marine (Scotland) Act 2010, and offshore waters out to 200 nautical miles which is governed by the Marine and Coastal Access Act 2009.

The policies ensure sustainable development of Scottish waters and include the protection and enhancement where possible of the health of the sea. Policies include a presumption in favour for sustainable development of the marine environment; engaging with the public; using sound evidence in decision making; taking account of the achievement or maintenance of Good Environmental Status in Scottish waters; nature conservation, biodiversity and geodiversity; and encouraging marine activities that provide economic benefits.

In general, the Council agrees that the draft NMP clearly sets out the need to integrate marine planning and land use planning systems. It is evident what is expected of the Council in terms of the need for the NMP, however, it is not entirely clear how implementation will be

achieved. The Council's view is that more guidance is required plus the setting up of and being involved with Marine Planning Partnerships will also assist in its implementation.

The Council also supports the designation of national significant ports and harbours. This will ensure that there are links between the NMP and major developments included in future National Planning Frameworks. However, it has been noted that the proposed Aberdeen Harbour development has not been included in the NMP and the Council has requested that it be included. The Council has also suggested more emphasis on improving links to harbours and ports. For example, better links between the bus and train stations, along with the ferry terminals in Aberdeen could turn the area into a transport hub. The Council is also looking for more detail on potential oil spills, the impacts to the environment and subsequent claims for compensation should significant damage to the environment occur.

- 5.2 **Planning Scotland's Seas – Draft Sectoral Marine Plans for Offshore Renewable Energy in Scottish Waters: Consultation Paper.** Scotland's marine environment has great renewable energy potential including 25% of Europe's tidal resource, 25% of its offshore wind resource and 10% of wave potential. After taking into consideration the resource available, socio-economic and environmental impacts, this draft plan identifies future options for wind, wave and tidal energy developments. There are 10 proposed options for offshore wind energy, 10 for tidal energy and 8 for wave energy.

The Council supports the draft plan and particular the inclusion of option OWNE1 off the east coast of Aberdeenshire. The Council would, however, like to see included in the plan a mention of the European Offshore Wind Deployment Centre (EOWDC) which was consented by the Scottish Government in March 2013. The EOWDC will be sited in Aberdeen Bay and reinforce Aberdeen's place as the energy capital of Europe. There is also support for the identification of further offshore strategic development option zones in the longer term.

- 5.3 **Planning Scotland's Seas: 2013 – Possible Nature Conservation Marine Protected Areas Consultation.** A network of Marine Protected Areas (MPA's) has been drafted in this paper. This network will help to protect habitats and species (biodiversity) plus the landforms and natural processes that underpin the marine landscape (geodiversity). MPA's will offer more protection on top of other existing protection systems such as Special Protection Area (SPA), Special Area of Conservation (SAC) and Site of Special Scientific Interest (SSSI).

Although there are no MPA's directly off the Aberdeen coast, the Council supports in principle the need for the network, plus, welcomes the future consultations on other areas identified for further study.

- 5.4 **Planning Scotland's Seas: Consultation Priority Marine Features.** Developed by a number of scientists, a list of Priority Marine Features (PMF) has been produced. These are key habitats and species (such as bottlenose dolphin to sea grass beds), which would benefit from site-based protection and / or other specific management measures.

The Council does not have the expertise to comment on the details associated with the individual PMFs, but do fully support the need for the list of PMFs.

- 5.5 **Planning Circular: The Relationship between the Statutory Land Use Planning System and Marine Planning and Licensing.** All activities in the marine environment will have impacts onshore. These impacts can include infrastructure requirements to impacts on communities in economic growth or decline. The planning circular highlights the links between marine and terrestrial planning systems plus provides guidance on joint working.

The Council agrees that the detail on the relationship between terrestrial and marine planning is helpful and appropriate. In particular, the circular discusses marine legislation, planning and licensing, plus, covers specific topics including renewable energy, ports and harbours, coastal defences, aquaculture and marine conservation.

The Council does highlight the need for more clarity over the roles for both marine and terrestrial planning when new harbours are being considered, as is currently under consideration in Aberdeen. The circular needs to be clearer that the impacts in both the marine and terrestrial environments need to be addressed together when considering consent. More clarity in the circular is required to tackle this.

6. IMPACT

The role of local authorities and Marine Planning will assist the Council in delivering a number of Single Outcome Agreement Outcomes including: -

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'.

11 - 'We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others'.

12 - 'We value and enjoy our built and natural environment and enhance it for future generations'.

14 - 'We reduce the local and global environmental impact of our consumption and production'.

This report does not have an effect on people's equality and human rights, therefore, an Equality and Human Rights Impact Assessment has not be conducted.

7. MANAGEMENT OF RISK

Taking part in the consultation process allows the Council the opportunity to shape marine planning for Scotland's seas. This will mean that the risk of the National Marine Plan for example, not being developed in a way that compliments and links with terrestrial planning in Aberdeen City is reduced.

8. BACKGROUND PAPERS

Aberdeen City Council response papers: -

- i) APPENDIX 1 - Planning Scotland's Seas – Scotland's National Marine Plan Consultation Draft;
- ii) APPENDIX 2 - Planning Scotland's Seas – Draft Sectoral Marine Plans for Offshore Renewable Energy in Scottish Waters: Consultation Paper;
- iii) APPENDIX 3 - Planning Scotland's Seas: 2013 – Possible Nature Conservation Marine Protected Areas Consultation;
- iv) APPENDIX 4 - Planning Scotland's Seas: Consultation Priority Marine Features; and
- v) APPENDIX 5 - Planning Circular: The Relationship between the Statutory Land Use Planning System and Marine Planning and Licensing.

9. REPORT AUTHOR DETAILS

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Q1. Does the NMP appropriately guide management of Scotland's marine resources?

Aberdeen City Council (the council) agrees that the NMP appropriately guides management of Scotland's marine resources.

Q2. Does the NMP appropriately set out the requirement for integration between marine planning and land use planning systems?

The council agrees that the NMP makes clear the need for integration between marine planning and land use planning.

Q3. Does the NMP appropriately guide development of regional marine planning? What, if any, further guidance is required for regional marine planners in terms of implementation and how to interpret the NMP?

At the moment, it is clear what will be expected of local authorities in terms of the NMP. However, what is actually required to achieve its implementation is not clear. It is hoped that future guidance plus representation in Marine Planning Partnerships will help with this.

Q4. The Marine Regional Boundaries Consultation proposed that in addition to regional marine planning, further integrated management of key marine areas would be achieved by designating the Pentland Firth; the Minches and the mouth of the Clyde as Strategic Sea Areas.

Should the NMP set out specific marine planning policies for Strategic Sea Areas?

The council is unable to comment on this since SSA's will not directly affect ACC.

Q5. Are the objectives and policies in the NMP appropriate to ensure they further the achievement of sustainable development, including protection and, where appropriate, enhancement of the health of the sea?

Yes.

Q6. Chapter 3 sets out strategic objectives for the National Marine Plan and Chapters 6 – 16 sets out sector specific marine objectives.

Is this the best approach to setting economic, social and marine ecosystem objectives and objectives relating to the mitigation of and, adaptation to climate change?

Yes.

Q7. Do you have any other comments on Chapters 1 – 3?

No further comments.

General Planning Policies

Q8. Are the general policies in Chapter 4 appropriate to ensure an approach of sustainable development and use of the marine area? Are there alternative policies that you think should be included? Are the policies on integration with other planning systems appropriate? A draft circular on the integration with terrestrial planning has also been published - would further guidance be useful?

The general policies in Chapter 4 appear to be appropriate. There are no other suggested alternative policies.

Q9. Is the marine planning policy for landscape and seascape an appropriate approach?

Yes.

Q10. Are there alternative general policies that you think should be included in Chapter 4?

No.

Guide to Sector Chapters

Q11. Do you have any comments on Chapter 5?

Are there other sectors which you think should be covered by the National Marine Plan?

No comments on Chapter 5.

Sea Fisheries

Q12. Do you have any comments on Sea Fisheries, Chapter 6?

The council has no comments to make on sea fisheries.

Q13. Are there alternative planning policies that you think should be included in this Chapter?

No.

Aquaculture

Q14. Does Chapter 7 appropriately set out the relationship between terrestrial and marine planning for Aquaculture? Are there any planning changes which might be included to optimise the future sustainable development of aquaculture?

No further suggested changes to be included.

Q15. Do you have any comments on Aquaculture, Chapter 7?

No further comments.

Q16. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Wild Salmon and Migratory Fish

Q17. Do you have any comments on Wild Salmon and Migratory Fish, Chapter 8?

No comments on Wild Salmon and Migratory Fish.

Q18. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Oil & Gas

Q19. Do you have any comments on Oil and Gas, Chapter 9?

There is no specific consideration of potential oil spills, and depending on the scale, the resulting impact on the environment and potential claims for compensation. Should there be the inclusion of relevant environmental benchmarking around the UK coastline, and if so, how might this work in this context?

Q20. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Carbon Capture & Storage (CCS)

Q21. Do you have any comments on Carbon Capture and Storage, Chapter 10?

No comments.

Q22. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Offshore Renewable Energy

Q23. Should the NMP incorporate spatial information for Sectoral Marine Plans?

Yes. This will ensure that data for each relevant site is available allowing informed decisions and thus appropriate development in Scottish waters. However, who will be responsible for providing up-to-date spatial information?

Q24. Do you have any comments on Offshore Renewable Energy, Chapter 11?

No further comments.

Q25. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Recreation and Tourism

Q26. Do you have any comments on Recreation and Tourism, Chapter 12?

While it is mainly understood that a healthy natural environment is important for tourism, the council feels that there is a missing objective for the promotion of sustainable tourism which should include the keys for economic, social and marine ecosystem. Tourism, just as any other sector, should be encouraged in a sustainable way. While direct impacts to marine ecosystems may be less than other sectors, there are still cumulative effects with other sectors to consider.

Q27. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Transport (Shipping, Ports, Harbours & Ferries)

Q28. Should the NMP specifically designate national significant ports/harbours as described in Chapter 13: Marine Planning Policy Transport 2?

The NMP should designate national significant ports and harbours. This will ensure links with major developments included in the next National Planning Framework. There is no mention of the proposed Aberdeen Harbour development. This should be included in the NMP.

Q29. Do you have any comments on Transport, Chapter 13?

While there is an objective to encourage and support development of port and harbour infrastructure, the Council would like to see more emphasis on improving the infrastructure to allow better connections to ports through various types of transport and making better links with the surrounding areas. In the case of Aberdeen, the vision would be to turn the train and bus stations along with the ferry terminals into a transport hub through improved links. This would further help strengthen the links between marine and terrestrial planning.

Q30. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Telecommunication Cables

Q31. Do you have any comments on telecommunications, Chapter 14?

No comments.

Q32. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Defence

Q33. Do you have any comments on Defence, Chapter 15?

No comments.

Q34. Are there alternative planning policies that you think should be include in this Chapter?

No further alternative planning policies suggested.

Aggregates

Q35. Do you have any comments on Aggregates, Chapter 16?

No further comments.

Q36. Are there alternative planning policies that you think should be included in this Chapter?

No further alternative planning policies suggested.

Business and Regulatory

Q37. Please tell us about any potential economic or regulatory impacts, either positive or negative, that you think any or all of the proposals in this consultation may have.

The council has no further comments to add.

Equality

Q38. Do you believe that the creation of a Scottish National Marine Plan discriminates disproportionately between persons defined by age, disability, sexual orientation, gender, race and religion and belief?

Yes No

Q39. If you answered yes to question 23 in what way do you believe that the creation of a Scottish National Marine Plan is discriminatory?

N/A

Sustainability Appraisal

Q40. Do have any views/comments on the Sustainability Appraisal carried out for the NMP?

No comments.

Plan Development

1. Do you agree with the approach (outlined in Section 3 of the Sectoral Marine Plans) used to develop the Plans?

Yes No

Please explain:

The Plans should be reviewed in line with the National Marine Plan. The suggestion would be to use the same mechanism for gathering future data as has been used for gathering current data. Could the data be reviewed every 5 years in line with the plan? Setup a central records centre for new information, including information gathered as part of surveys for individual projects. The Plans Review Steering Group should include representatives from all key stakeholders of the marine environment.

2. Do you have any views on the findings of the Sustainability Appraisal Report? Do you think that all the social, economic and environmental effects (positive and negative) have been identified? Are there other issues that should be taking into account in the preparation of the Final Draft Plans?

There are no comments to make on this particular subject.

3. The SEA has identified a range of potential effects from the Draft Plans. Measures for the mitigation of these effects have been identified in the SEA environmental report. Do you have any views on these findings? Do you think that the proposed mitigation measures will be effective? Do you have any additional suggestions?

There are no comments to make on this particular subject.

4. The Socio-economics Report has identified a range of potential impacts on existing sea users. Do you have any views on these findings? Do you think that the proposed mitigation measures will be effective? Do you have any additional suggestions?

There are no comments to make on this particular subject.

5. Taking into account the findings from the technical assessments, do you have views on the scale and pace of development that could be sustainably accommodated in Scottish Waters??

There are no comments to make on this particular subject.

6. Are there aspects of the Draft Plans that you believe should be improved? Are there any aspects you believe should be taken forward differently?

Please explain any reasons for your answer and provide details of any suggested improvements:

There are no comments to make on this particular subject.

7. Do you believe an appropriate balance, between tackling climate change, maximising opportunities for economic development and dealing with environmental and commercial impacts been achieved in the Draft Plans?

Yes No

Please explain:

No further comments to make on this particular subject.

Draft Plan options

8. The Draft Plan for Offshore Wind Energy proposes 10 Draft Plan options. What are your views on the Offshore Wind Draft Plan options? Are they in the correct place? Are there reasonable alternatives that should be considered?

Please indicate which proposed Draft Plan option(s) you are commenting on using the relevant indicator (i.e. OWN1)

The council supports OWNE1 which is the nearest and most relevant development zone to the council. This option appears to be in its correct place. The council is unable to comment on the other locations. No other reasonable alternatives have been considered.

9. The Draft Plan for Wave Energy proposes 8 Draft Plan options. What are your views on the Wave Draft Plan options? Are they in the correct place? Are there reasonable alternatives that should be considered?

Please indicate which proposed Draft Plan option(s) you are commenting on using the relevant indicator (i.e. WN1)

The Wave Energy proposals do not directly affect the council and is, therefore, not a position to comment.

10. The Draft Plan for Tidal Energy proposes 10 Draft Plan options. What are your views on the Tidal Draft Plan options? Are they in the correct place? Are there reasonable alternatives that should be considered?

Please indicate which proposed Draft Plan option(s) you are commenting on using the relevant indicator (i.e. TN1)

N/A

11. Do you believe any draft plan options be removed from the Draft Plans for Wind, Wave and Tidal Energy?

Yes No

If Yes, please indicate which proposed Draft Plan options you believe should be removed (using the relevant indicator), and explain why:

N/A

Plan Implementation and Review

12. The Plans, once implemented, will be reviewed to take account of actual development and increasing knowledge of development factors. How often do you believe should this be done and why? Who do you believe should be involved in the Plans Review Steering Group, to oversee the review process?

Please refer to answer for question 1.

Strategic Environmental Assessment

13. To what extent does the Environmental Report set out an accurate description of the current environmental baseline? Please also provide details of any additional relevant sources.

There are no comments to make on this subject.

14. Do you agree with the predicted environmental effects of the plans as set out in the Environmental Report?

There are no comments to make on this subject.

15. Do you agree with the recommendations and proposals for mitigation of the environmental effects set out in the Environmental Report?

There are no comments to make on this subject.

16. Are you aware of any additional on-going research or monitoring that may help to fill gaps in the evidence base, particularly relating to the marine environment and its interactions with renewable energy devices? Please give details of additional relevant sources.

No.

17. Are you aware of any further environmental information that will help to inform the environmental assessment findings?

No.

Additional comments

18. Do you have any other comments you wish to make of the Plans and / or the related assessments?

The Council would be keen to see an inclusion or mention of the European Offshore Wind Deployment Centre (EOWDC) which was consented by the Scottish Government in March 2013.

APPENDIX 3 - Planning Scotland's Seas: 2013 – Possible Nature Conservation Marine Protected Areas Consultation.

1. Do you support the development of an MPA network in Scotland's Seas?

Yes No

The Council supports the need and development of an MPA network. Although there are no proposed designations off the Aberdeen coast, the Council fully supports the current proposals plus the future consultations on the area identified for further study.

Individual possible Nature Conservation MPAs

2. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Clyde Sea Sill* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

3. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *East Caithness Cliffs* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

4. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *East of Gannet and Montrose Fields* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

5. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Faroe-Shetland sponge belt* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

6. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Fetlar to Haroldswick* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

7. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Hatton-Rockall Basin* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

8. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Loch Creran* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

9. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Loch Sunart* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

10. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Loch Sunart to the Sound of Jura* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

11. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Loch Sween* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

12. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Lochs Duich, Long and Alsh* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

13. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Monach Isles* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

14. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Mousa to Boddam* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

15. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *North-east Faroe Shetland Channel* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

16. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *North-west Orkney* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

17. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *North-west sea lochs and Summer Isles* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

18. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Noss Head* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

19. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Papa Westray* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

20. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Rosemary Bank Seamount* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

21. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Small Isles* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

22. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *South Arran* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

23. Do you have any comments on the case for designation, management options and socioeconomic assessment for *The Barra Fan and Hebrides Terrace Seamount* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

24. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Turbot Bank* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

25. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Upper Loch Fyne and Loch Goil* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

26. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *West Shetland Shelf (formerly Windsock)* possible Nature Conservation MPA?

Designation: Yes No

N/A

Management Options: Yes No

N/A

Socioeconomic Assessment: Yes No

N/A

All of the above: Yes No

N/A

27. Do you have any comments on the case for designation, management options and socioeconomic assessment for the *Wyre and Rousay Sounds* possible Nature Conservation MPA?

Designation:

Yes No

N/A

Management Options:

Yes No

N/A

Socioeconomic Assessment:

Yes No

N/A

All of the above:

Yes No

N/A

Choices to represent features in the MPA Network

28. Recognising the scientific advice from JNCC included alternatives for representing offshore subtidal sands and gravels, ocean quahog and shelf banks and mounds in the Southern North Sea, do you have a preference or comments on the following combinations to represent these features, bearing in mind Turbot Bank will need to be designated to represent sandeel in this region:

Firth of Forth Banks Complex

Turbot bank and Norwegian Boundary Sedimentary Plain

Or Firth of Forth Banks Complex, Turbot bank and Norwegian Boundary Sedimentary Plain

No comment to make on this subject.

29. Do you have any comments on the case for designation, management options and socioeconomic assessments for the preference you have indicated in the question above, regarding alternatives for representing offshore subtidal sands and gravels, ocean quahog and shelf banks and mounds in the Southern North Sea?

Yes No

N/A

30. Recognising the scientific advice from JNCC included alternatives for representing the burrowed mud feature in the Fladens, do you have a preference or comments on the following combinations to represent these features, bearing in mind the part of Central Fladen (known as Central Fladen (Core)) containing tall seapen (*Funiculina quadrangularis*) will need to be designated to represent tall seapen in this region:

Central Fladen pMPA only

The tall sea-pen component of Central Fladen, plus Western Fladen

Or the tall sea-pen component of Central Fladen, plus South-East Fladen.

No comment.

31. Do you have any comments on the case for designation, management options and socioeconomic assessments for the preference you have indicated in the question above, regarding alternatives for representing the burrowed mud feature in the Fladens?

Yes No

N/A

32. Recognising the scientific advice from JNCC included alternatives for representing offshore subtidal sands and gravels, offshore deep sea mud, and burrowed mud in OSPAR Regions III and V, do you have a preference or comments on the following combinations to represent these features:

South-West Sula Sgeir and Hebridean slope

Or Geikie slide and Hebridean slope

No comment.

33. Do you have any comments on the case for designation, management options and socioeconomic assessments for the preference you have indicated in the question above, regarding alternatives for representing offshore subtidal sands and gravels, offshore deep sea mud, and burrowed mud in OSPAR Regions III and V?

Yes No

N/A

APPENDIX 4 - Planning Scotland's Seas: Consultation Priority Marine Features.

Q1. Do you agree with the recommended list of Priority Marine Features as the basis for targeting future marine conservation action in Scotland's seas?

If your response includes a suggestion to amend the list, please indicate the specific species and habitats that your comments apply to and, where possible, provide or reference any evidence or data sources which have influenced your comments.

Yes No

N/A

General

Q2. Are there other issues that have not been highlighted in this consultation that you would like to mention?

Yes No

How often is 'periodic' in terms of the periodic review of the list?

APPENDIX 5 - Planning Circular: The Relationship between the Statutory Land Use Planning System and Marine Planning and Licensing.

1. Is the Draft Circular on the relationship between the land use and marine planning systems helpful?

Yes.

Q2. Does the Draft National Marine Plan appropriately set out the requirement for integration between marine planning and land use planning systems?

It appears to be reasonably set out. Although it is not entirely clear what the roles will be for both marine and terrestrial planning when new harbours are being considered, as is currently under consideration in Aberdeen. When determining an application for a new harbour it is important that consent is based on the total impact of the project on both the terrestrial and marine environments. Paragraph 58 onwards covering Ports and Harbours could make clearer the process for new harbours and how this will be taken into account.

Q3. Do you agree with the suggestions for good practice in paragraphs 30-39, and do you have any other suggestions?

It is agreed. No further suggestions made.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Internal Waste Implementation Plan
REPORT NUMBER	EPI/13/199

1. PURPOSE OF REPORT

The Council Internal Waste Minimisation Policy (IWMP) was approved by EP& I Committee in March 2013 and Corporate Policy and Performance Committee in April 2013.

The report included a recommendation to establish a plan of waste minimisation actions and thereafter report back to Committee with an annual review of corporate waste measures.

This report presents an Internal Waste Minimisation Plan (Appendix 1) outlining actions to meet the objectives of the policy document and highlighting waste actions currently underway in the Council.

2. RECOMMENDATION(S)

It is recommended that the Committee:

- (i) Approve the actions to reduce Council waste set out in the Internal Waste Minimisation Plan.
- (ii) Refer the Internal Waste Minimisation Plan report to all other Service Committees to endorse.

3. FINANCIAL IMPLICATIONS

Landfill tax, is currently £72 per tonne (2013/ 14) rising to £80 per tonne (1 April 2014), this is to encourage waste producers to produce less waste and recover more value from waste. With increasing landfill charges, waste disposal costs will continue to rise.

The Scotland Act 2012 means that from 2015 the Scottish Parliament will have new financial powers over taxes on disposal to landfill and proposals for this are being developed. It is anticipated that the tax will align with the Scottish Government's Zero Waste Plan and will reflect the changes under the Waste (Scotland) Regulations 2012 which will ban from landfill separately collected recyclates (2014) and biodegradable municipal waste (2021).

The IWMP has an aim to develop a sustainable approach to managing council waste by preventing and reducing waste arising as well as the reuse of waste, as measures before recycling and disposal. This has economic benefits, with a reduction in wasted materials, as well as a reduction in waste collection and disposal costs.

This Council Internal Waste Minimisation Plan (herein referred to as plan), supports the policy, builds upon existing actions and highlights further opportunities to increase efficiencies and reduce waste. It is anticipated that actions will be met from existing budgets. Any instances where a cost implication is identified, will be reported separately to committee by the relevant service.

4. OTHER IMPLICATIONS

The plan supports the IWMP, outlining actions to ensure effective compliance with legislative requirements for waste. These include:

Environmental Protection (Duty of Care) Regulations 1991, which imposes a duty of care on any person who imports, produces, carries, keeps, treats or disposes of controlled waste. This requires the council to ensure there is no unauthorised or harmful deposit, treatment or disposal of the waste and that the escape of the waste is prevented. The transfer of waste must only be to an authorised person and a transfer note signed.

Data Protection Act 1998 under which the Council is responsible for making sure that confidential waste is kept secure and protected against loss and unauthorised access until final destruction.

Special Waste Amendment (Scotland) Regulations 2004, cover waste deemed hazardous under the European Hazardous Waste Directive, including: asbestos, lead acid batteries, electrical equipment containing hazardous components ie televisions, oily sludges, solvents, fluorescent light tubes, chemical wastes, pesticides.

This waste must be segregated, collected by an authorised waste carrier only and collections must be documented and recorded in consignment notes, which are used by the Scottish Environment Protection Agency (SEPA) to track the movement of waste in Scotland.

Waste Electrical and Electronic Equipment (WEEE) Regulations 2006 which require the council to dispose of waste electronic and electrical equipment responsibly. This is because it can contain mercury, lead and cadmium which can cause harm to human health and the environment.

Waste Batteries (Scotland) Regulations 2009. This legislation bans the landfill or incineration of automotive or industrial batteries in Scotland.

The Climate Change (Scotland) Act 2009 has set targets to reduce green house gas (GHG) emissions by 42% by 2020 and 80% by 2050 and includes specific provision for waste. Part 4 of the Act places duties on public bodies relating to climate change and requires the

Council to act in the way best calculated to contribute to the delivery of the Act's emission reduction targets.

The Animal By- Products (Enforcement) (Scotland) Regulations 2011, set out health rules for dealing with animal by-products not intended for human consumption and restricts what may be done with such products. These regulations refer to the composting of kitchen and canteen waste.

The Waste (Scotland) Regulations 2012 impose a range of obligations in relation to the collection, transport, treatment and disposal of key recyclable materials and have specific implications for business waste, which covers the Council's own internal waste operations. This requires statutory recycling of key waste streams.

5.0 BACKGROUND

- 5.1 To allow proper consideration to environmental management responsibilities, and to assist in the minimisation of waste to meet the objectives of the IWMP, actions to reduce waste have been set out in the plan (Appendix 1).

The plan includes practical actions, aligned to the principles of the waste hierarchy, to meet the objectives of the IWMP and to secure a reduction in waste from council buildings, services and operations.

A series of awareness actions are included in the plan to ensure information on waste minimisation, legislative requirements and existing good practice is disseminated to all staff.

- 5.2 The actions within this plan were developed through consultation with officers from relevant service areas and from internal waste workshops held with staff from key service areas which were held in August 2013. The workshops considered the key challenges and opportunities for waste. Challenges include:
- The amount of space and storage required for segregation for the reuse, recycling and disposal of waste.
 - Limited local markets for certain waste streams.
 - The time required to move waste up the hierarchy and resources to procure additional services.
 - Rising disposal costs.
 - Digital/ technology solutions must be fit for purpose.
 - Increasing understanding of the cost savings of waste minimisation and the need for change.
 - The need for more education on waste and solutions.
 - The amount of staff to reach at variety of locations.

Opportunities to minimise waste and ensure a consistent approach to waste were collated and developed into a series of practical actions; these are set out in section 3 of the plan. These actions consolidate work already in development by Services that will have an impact on waste, as well as highlight new opportunities for waste minimisation.

5.3 Council actions and activity to reduce waste are listed by waste stream in Appendix A of the plan.

6. IMPACT

The plan supports the strategic priority of the 5 year Business Plan to “manage our waste better and increase recycling”

Aberdeen – the Smarter City, the administration’s partnership statement includes priorities:

- We will manage waste effectively and in line with UK and European legislative requirements by maximising recycling and reducing waste to landfill, thereby reducing our costs and carbon footprint.
- We will design and construct all new infrastructure to be energy efficient by maximising the use of low carbon technology and materials. We will use recycled materials where appropriate.

7. MANAGEMENT OF RISK

The plan supports the IWMP in mitigating the risk of non compliance with legislative requirements for the recycling and disposal of waste.

8. BACKGROUND PAPERS

Aberdeen City Council Internal Waste Minimisation Policy 2013

Scotland’s Zero Waste Plan -

<http://www.scotland.gov.uk/Topics/Environment/waste-and-pollution/Waste-1/wastestrategy>

WRAP report, “Collecting food waste from small businesses and schools” -

<http://www.wrap.org.uk/sites/files/wrap/SME%20&%20Schools%20Food%20Waste%20-%20Final.pdf>

Strategic Overview of the Waste Prevention Planning Project within Scottish Local Authorities (2008) -

http://www2.wrap.org.uk/downloads/waste_prevention_within_local_authorities.968401af.9789.pdf

9. REPORT AUTHOR DETAILS

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Internal Waste Minimisation Plan

Aberdeen City Council

October 2013
Version 1.1

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3.0 Waste Actions

Appendix A Council waste by waste stream

Appendix B Internal waste communications

Appendix C Paper free challenge

1.0 Background

An Internal Waste Minimisation Policy (IWMP) was approved by Corporate Policy and Performance Committee in April 2013.

The Policy follows a sustainable approach to waste management as set out in the waste hierarchy (Figure 1), giving preference to preventing, reducing and reusing waste before recycling, as these are the most environmentally beneficial and cost effective solutions. Where these options are not possible, a responsible approach to disposal should be implemented.

This approach improves resource efficiency, making better use of resources to support environmental protection, enable carbon savings and helps to conserve resources. Improving resource efficiency is an important part of Scotland's Zero Waste Plan¹ and the transition to a Low Carbon Economy. Scottish Government has underlined this with the Safeguarding Scotland's Resources programme² which aims to prevent waste, increase resource efficiency and enable a shift towards a more circular economy.

1.1 About the Internal Waste Minimisation Plan

This Internal Waste Minimisation Plan sets out practical actions aligned to the principles of the waste hierarchy as a preferred approach to sustainable waste management – preventing, reducing, reusing and recycling waste before responsible disposal. It aims to meet the objectives of the IWMP and sets out actions to secure a reduction in waste from council buildings, services and operations going to landfill.

The plan includes a programme of awareness actions and activity to ensure information on waste minimisation, legislative requirements and existing good practice is disseminated to all staff.



Figure 1: Waste Hierarchy

¹ Scotland's Zero Waste Plan – <http://www.scotland.gov.uk/Publications/2010/06/08092645/0>

² Safeguarding Scotland's Resources programme - <http://www.scotland.gov.uk/Publications/2013/10/6262/2>

2.0 Summary of Waste Arising

2.1 Offices

Office waste streams		
<i>Paper</i>	<i>Food waste</i>	<i>Confidential waste</i>
<i>Cardboard</i>	<i>Furniture</i>	<i>Paper towels</i>
<i>Plastic bottles</i>	<i>Fluorescent tubes</i>	<i>Hygiene waste</i>
<i>Printer/ toner cartridges</i>	<i>Waste Electronic & Electrical Equipment (WEEE)</i>	<i>Packaging – plastic & polystyrene</i>
<i>Cans</i>	<i>Stationery</i>	<i>Telephones</i>
<i>Glass</i>	<i>Batteries</i>	

Paper and card is the main waste stream from council offices and can account for 75% of office waste. A move to online systems, such as YourHR, can enable a reduction in paper consumption and a more sustainable approach to Council paperwork. The use of multifunctional printing devices allows default settings for double sided and black and white printing to be put in place, to ensure the greatest efficiencies in printing.

A paper free challenge was run in 2013, to encourage staff to think about the amount of paper used during a day. This initiative included a survey to gather information on the challenges of becoming paper free in the Council (Appendix C).

In offices where recycling facilities for key recyclates³ are available, a green island system operates, where segregated waste bins are sited at suitable locations and desk waste bins removed to encourage recyclable materials to be separated from the general waste stream. Key operational staff are working to deliver a roll out of additional recycling facilities, in premises where these are not currently in place, to meet the requirements of the Waste (Scotland) Regulations 2012. In line with the IWMP, an increase in recycling collections should be aligned with a reduction in residual waste collections.

Confidential waste accounted for around 30% of office paper waste during 2011/12 and all staff have responsibility for ensuring safe destruction of data sensitive documents to meet the requirements of the Data Protection Act 1998.

Reuse initiatives such as Swap Station, established in Marischal College in 2013, enable staff to leave unwanted stationery items or look for items they need, saving unnecessary procurement.

Priorities for office waste

- Increase staff awareness of the IWMP and opportunities to prevent, reduce and reuse waste ahead of recycling and disposal. Link into national initiatives and disseminate information on good practice.
- Examine opportunities to move to online systems and review policy, to reduce paper consumption.
- Reduce the impact on the environment of paper use at the Council by giving consideration to unbleached and/ or recycled paper stock.
- Look for opportunities to roll out the reuse of stationery items and improve the measurement of existing reuse activity.
- Examine options to reduce and recycle the high volume of waste from packaging.

- Increase collections of key recyclates from offices, where these are not currently in place, as well as implement collections for food waste from offices with catering facilities that are producing over 5kg of food waste.

³ – Key recyclates - paper, cardboard, plastic, metal, and glass

2.2 Schools

School waste streams		
<i>Paper</i>	<i>Food waste</i>	<i>Batteries</i>
<i>Cardboard</i>	<i>Furniture</i>	<i>Fluorescent tubes</i>
<i>Plastic bottles</i>	<i>Fluorescent tubes</i>	<i>Paper towels</i>
<i>Cans</i>	<i>Hygiene waste</i>	<i>Stationery</i>
<i>Waste Electronic & Electrical equipment (WEEE)</i>	<i>Printer/ toner cartridges</i>	<i>Chemicals – science, cleansing</i>
<i>Textiles</i>	<i>Sports equipment</i>	<i>Art equipment</i>

Paper, cardboard and food waste are the main waste streams from primary and secondary schools. Research of food waste in schools has shown that production kitchens produce a higher volume of food waste than servery kitchens and primary schools are considered to produce more food waste than secondary schools.

City 3Rs⁴ schools have recycling for all the key waste streams in place and in August 2013 this was extended to include collections for food waste. In the remainder of schools in the city, recycling is only in place for one or two of the key waste streams. The expansion of recycling collections to schools is in development and this will reduce the volume of waste currently sent to landfill.

Education and awareness of opportunities for waste prevention, reduction and reuse in schools will further improve waste management in schools. This would allow a link with work already underway or already achieved by city schools under the Eco-Schools programme.

Priorities for school waste

- Increase awareness of the IWMP to schools and highlight opportunities to prevent, reduce and reuse waste ahead of recycling and disposal in line with the waste hierarchy.
- Link into work achieved or underway under the Eco-Schools Scotland Programme.
- Increase collections of key recyclates in schools, where these are not currently in place, as well as implement collections for food waste from school kitchens, producing over 5kg of food waste.
- Reduce the impact on the environment of paper use at the Council by giving consideration to unbleached and/ or recycled paper stock.
- Provide guidance on consistent waste practice across school premises.

⁴ - The 3Rs Project was the regeneration of Aberdeen City Council's school estate. It covered the replacement of 2 secondary schools; 7 new primary schools rebuilt and 1 refurbished. Waste collection for these premises is covered by separate contractual arrangements.

2.3 Social Care and Wellbeing Premises

Social Care and Wellbeing waste streams		
<i>Paper</i>	<i>Food waste</i>	<i>Batteries</i>
<i>Cardboard</i>	<i>Furniture</i>	<i>Fluorescent tubes</i>
<i>Plastic bottles</i>	<i>Fluorescent tubes</i>	<i>Paper towels</i>
<i>Waste Electronic & Electrical equipment (WEEE)</i>	<i>Clinical/ hygiene/ pharmaceutical waste</i>	<i>Occupational therapy equipment</i>
<i>Cans</i>	<i>Chemicals - cleansing</i>	<i>Batteries</i>
<i>Printer/ toner cartridges</i>	<i>Food waste</i>	<i>Textiles</i>

Care homes and day care centres are included in Social Care and Wellbeing (SC & W) premises. Generally waste from these premises is similar in composition to domestic waste. Monitoring has indicated that SC& W premises produce under 50kg of food waste per week and will not require separate food waste collections until 1 January 2016.

Limited recycling is currently available in SC & W premises and the expansion of recycling collections to meet the Waste (Scotland) Regulations 2012, will reduce the volume of waste currently sent to landfill.

There is a high level of reuse of Occupational Therapy equipment, this is treated when returned so it can be reused and this equipment is only disposed of at end of life.

Procedures for clinical waste align with NHS procedures to ensure there is no risk to staff or clients.

Priorities for Social Care and Wellbeing waste

- Ensure effective mechanisms are put in place to monitor reuse.
- Increase collections of key recyclates in SC & W premises, where these are not currently in place, as well as implement collections for food waste from premises producing over 5kg of food waste.
- Increase awareness of opportunities for waste.
- Examine options to increase the reuse and recycling of further SC & W waste streams.
- Ensure procedures are in place to enable consistent approaches to waste across premises.

2.4 Community, culture & leisure facilities

Community, culture & leisure waste streams		
<i>Paper</i>	<i>Food waste</i>	<i>Confidential waste</i>
<i>Cardboard</i>	<i>Furniture</i>	<i>Paper towels</i>
<i>Plastic bottles</i>	<i>Fluorescent tubes</i>	<i>Hygiene waste</i>
<i>Cans</i>	<i>Printer/ toner cartridges</i>	<i>Batteries</i>
<i>Glass</i>	<i>Waste Electronic & Electrical Equipment (WEEE)</i>	

This includes waste from libraries, community centres and cultural premises, such as museums and galleries. Paper constitutes a high volume of waste from these premises, as well as organic waste, where there is catering in place. There may also be a higher volume of glass waste in premises with catering.

Sales of library books, media and print take place regularly providing an income from surplus stock. Any remaining books are sent to charity and damaged books are recycled. The criteria for withdrawing items from stock is set out in the Council’s Stock Management Policy 2010 <http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=32246&SID=1541>

Priorities for waste from community, culture & leisure facilities

- Increase awareness of the IWMP to staff and users of these facilities, highlighting opportunities to prevent, reduce and reuse waste ahead of recycling and disposal, in line with the waste hierarchy.
- Increase collections of key recyclates in community, culture & leisure premises, where these are not currently in place, as well as ensure implementation of collections for food waste from premises producing over 5kg of food waste.
- Ensure procedures are in place to enable consistent approaches to waste across premises.
- Reduce the use of disposable catering/ kitchen items.

2.5 Fleet

Fleet waste streams		
<i>End of life vehicles</i>	<i>Brake fluid</i>	<i>Bulbs</i>
<i>Car batteries</i>	<i>Antifreeze</i>	<i>Plastic bottles</i>
<i>Waste oil</i>	<i>Used oil filters</i>	<i>Aerosols</i>
<i>Tyres</i>	<i>Tools</i>	<i>Cans</i>
<i>Cardboard</i>	<i>Gloves</i>	<i>Waste Electronic & Electrical Equipment (WEEE)</i>

In fleet, segregation is in place for special waste including; lead acid batteries, waste oil, brake fluid and antifreeze. Used oil filters are also segregated and recycled. End of life vehicles are auctioned for reuse or recycled for scrap and used tyres are dealt with during replacement by an external contractor, where they are re-treaded if good quality or sent for disposal.

Priorities for fleet waste

- Examine options to increase the reuse and recycling of fleet waste streams to reduce skip waste.
- Look for opportunities to improve measurement of waste streams.

2.6 Environmental Services

Environmental Services Waste Streams		
<i>Green waste</i>	<i>Pesticides</i>	<i>Tools</i>
<i>Plants</i>	<i>Equipment</i>	<i>Urine (mobile toilets)</i>
<i>Trees</i>	<i>Waste from street cleansing</i>	<i>Landscaping materials</i>

Shrubs, hedge trimmings and other green waste gathered from parks, open spaces and amenity areas during maintenance is shredded for mulch. Sustainable planting is being demonstrated through the reuse of plants, replanting between sites, where practical. Waste wood from council woodland management and street trees in Aberdeen is reused for firewood timber and furniture and any residual wood waste is chipped for paths and similar. Waste from street cleansing is the highest volume of waste for Environmental Services.

Priorities for Environmental Services waste

- Examine opportunities to reduce waste from street cleansing.
- Consider opportunities to further reduce green waste and enhance sustainability.
- More information on potential markets for reuse and recycling of further Environmental Services waste streams.

2.7 Building Services

Building Services waste streams		
<i>Metal</i>	<i>Plasterboard</i>	<i>Packaging</i>
<i>Wood</i>	<i>WEEE</i>	<i>Soil and stone</i>
<i>Woodchippings</i>	<i>Batteries</i>	<i>Personal Protective Equipment (PPE)</i>
<i>Mixed construction and demolition waste</i>	<i>Clearance from void properties</i>	<i>Special waste: including asbestos</i>
<i>Glass</i>	<i>Plastic</i>	<i>Paint</i>
<i>Concrete, bricks and tiles</i>	<i>Tools</i>	<i>Aquapanel</i>
<i>MDF</i>		

Waste wood and metals from building services is currently segregated and recycled, although no monitoring and recording of the volume of this waste currently takes place. Batteries are also segregated for separate collection. Any further segregation is carried out by the skip operative under contractual arrangements.

There is limited space for segregating the waste from Building Services and to assist this, a roller crusher is used to break down large waste items to reduce voids in skips.

Wood chippings from the joiners workshop are recycled to be made into pellets for biomass. Permanent skips are located at Kittybrewster, Hilton, Kincorth & Seaton. Additional skips may be placed at location sites depending on the available space at the job location.

Priorities for Building Services waste

- Examine opportunities to increase segregation of waste from Building Services, where space permits.
- More information on potential markets for reuse and recycling of construction waste.
- Look for opportunities to improve measurement of waste streams.
- Examine construction waste resources, tools and support from Zero Waste Scotland.

2.8 Roads

Roads waste streams		
<i>Road planings</i>	<i>Hardcore</i>	<i>Slabs</i>
<i>End of life street signs</i>	<i>Waste from gully emptying</i>	<i>Granite</i>
<i>Bollards</i>	<i>Waste from oil spills</i>	<i>Cardboard (packaging)</i>
<i>Traffic cones</i>	<i>Street signs</i>	<i>Personal Protective Equipment (PPE)</i>

Road planings from excavations during city council road resurfacing operations are segregated for reuse. As part of road operations, granite kerbstones are also reused and granite setts are put into storage, for reuse where possible.

Damaged bollards are segregated and sent to a third party who carries out refurbishment. Slabs are reused if they are not broken.

A reed bed filters out the high water content of waste from cleaning roadside gullies. This reduces the weight of gully waste and leaves only a residual solid waste for disposal. The filtered water can then be reused.

Priorities for roads waste

- Examine options to reduce and recycle the high volume of cardboard from packaging.
- New style road signs have no scrap value and end of life options for disposal should be examined.
- Examine opportunities for cones, bitumen barrels and residual gully waste.
- Provide information on potential markets for reuse and recycling of roads waste.

2.9 Street Lighting

Street Lighting Waste Streams		
<i>End of Life street columns</i>	<i>Bitumen & slabs</i>	<i>Cables</i>
<i>Lantern Head</i>	<i>End of life control gear</i>	<i>Concrete</i>
<i>Lamps</i>	<i>Metal ballast</i>	<i>Cardboard (packaging)</i>

All lamps and lantern heads from end of life street lighting are segregated and sent for recycling, to ensure compliance with the WEEE (Waste Electronic and Electrical Regulations). End of life aluminium street lighting columns are recycled.

Priorities for street lighting waste

- Examine options to reduce and recycle the high volume of cardboard from packaging.

- Examine opportunities for metal ballast and construction type waste from street lighting operations.

2.10 Furniture

Making best use of resources, the redistribution and reuse of surplus furniture takes place corporately. Facilities Management store and reuse furniture across council premises as required. Furniture, fittings and equipment are reused internally within council properties and operations wherever possible reducing the unnecessary purchase of new furniture.

During the relocation of Council premises from St Nicholas House to Marischal College in 2011, a “Disposal of Furniture, Fittings and Equipment Protocol” was produced to ensure items were disposed of in the most cost effective and sustainable way. This looked to reuse items internally; then make sales of any surplus items; before the remainder was offered to charities.

Safeguarding resources, Forest Stewardship Council (FSC)⁵ accreditations reduce the environmental impact if any new furniture is required.

⁵ *The Forest Stewardship Council is an international, non-governmental organisation dedicated to promoting responsible management of the world’s forests. The FSC certification system allows consumers to identify, purchase and use timber and forest products produced from well-managed forests.*

Priorities for furniture

- Record the reuse of furniture across the Council.
- Explore further reuse and recycling opportunities for furniture, through partnership working.

2.11 Waste Electronic and Electrical Equipment (WEEE)

Under the WEEE Regulations, care needs to be taken when disposing of waste electronic and electrical equipment. This waste should be separately collected and recycled. Customer Service and Performance currently reuses surplus information and communications technology (ICT) equipment where possible and removes parts such as memory chips in older equipment, the remainder is recycled.

Priorities for WEEE

- Guidance on safe and effective practices for WEEE should be developed to ensure consistency across premises.
- Examine options for the reuse of any non ICT WEEE.

3.0 Waste Actions

This plan sets out actions to minimise waste and improve resource efficiency in the Council and meet the objectives of the IWMP. The plan aims to follow the waste hierarchy and look at ways to prevent, reduce and reuse waste, before recycling and responsible disposal. The plan also looks at actions for education and awareness.

No	Action	Responsibility	✓	✓	✓	✓	✓
A	Waste Prevention in line with the Sustainable Building Standards for Council Buildings	<i>Procurement</i>					
A.1	Develop the Hybrid Mail project for cost and resource	<i>Facilities</i>					
A.6	Efficiency opportunities to lease products rather than buy. This would be on a pay by use basis.	<i>Services/ Procurement</i>		✓	✓	✓	✓
B	Waste Reduction		2013	2014	2015	2016	2017
B.1	Make greater use of online systems to reduce paper consumption, as demonstrated through Your HR.	<i>ICT/ All staff</i>	✓	✓	✓	✓	✓
A.3	Make greater use of online surveys and digital communications in external and internal communications	<i>Managers/ All staff</i>					
B.2	Ensure effective use of building space and resources through the Smarter Working Programme.	<i>Smarter Working Programme</i>	✓	✓	✓	✓	✓
A.4	Investigate opportunities to reduce paper, through use of mobile devices and on site WiFi in more and mobile locations - consider the short term impact on waste of any changes.	<i>ICT</i>					
B.3	Ensure printers are set to default settings - double sided, black & white as default and banner sheets are switched off. - ensure defaults remain during system upgrades.	<i>Managers/ All staff/ ICT</i>	✓	✓	✓	✓	✓
B.4	Reduce the use of disposable catering/ kitchen items such as, cups, trays etc.	<i>Facilities/ E,C & S/ Events/ S,C & W</i>	✓	✓	✓	✓	✓
B.5	Reduce the use of single use catering items, such as individual portions, sachets etc.	<i>Facilities/ E,C & S/ Events/ S,C & W</i>	✓	✓			

B.6	Where possible, remove battery operated clocks.	<i>Facilities</i>	✓	✓			
B.7	Reduce food wasted in production from kitchens and catering.	<i>Facilities/ S,C & W</i>	✓	✓	✓	✓	✓
B.8	Ensure, where possible, take back schemes for packaging are put in place through procurement agreements.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG - Procurement</i>	✓	✓	✓	✓	✓
B.9	Review the Council Sustainable Printing Policy.	<i>Env Policy</i>		✓			
B.10	Investigate participation in the Waste Standard scheme.	<i>Env Policy</i>		✓			
C	Reuse		2013	2014	2015	2016	2017
C.1	Encourage the reuse of paper as scrap, for printing drafts or as message pads.	<i>Managers/ All staff</i>	✓	✓	✓	✓	✓
C.2	Maintain current reuse systems for waste streams including: <ul style="list-style-type: none"> - Furniture - Plants - Occupational therapy equipment 	- <i>Facilities</i> - <i>Env Serv</i> - <i>SC&W</i>	✓	✓	✓	✓	✓
C.3	Investigate opportunities to reuse additional waste streams, including working, where practical, with charities.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG</i>		✓	✓		
C.4	Provide a central list of resources, such as display equipment. <ul style="list-style-type: none"> - Investigate options for a pool of resources/ bookable system. 	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG</i>		✓	✓		
C.5	Where items cannot be reused elsewhere in the Council, investigate options for the auction of unwanted goods and materials.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG</i>		✓	✓	✓	✓
C.6	Examine options to establish an online internal resource distribution network to encourage the reuse of corporate resources.	<i>Env Policy/ ICT</i>		✓	✓		
C.7	Reuse envelopes. <ul style="list-style-type: none"> - Managers to ensure envelopes are segregated for reuse. 	<i>Managers/ All staff</i>	✓	✓	✓	✓	✓
C.8	Examine opportunities to roll out the Council stationery reuse scheme, Swap Station, at other Council premises.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG</i>	✓	✓	✓	✓	✓
C.9	Develop a Green Marketing Policy to minimise waste from council communications and events.	<i>Env Policy/ Marketing/ Events</i>		✓			
C.10	Examine opportunities to share infrequently used items with other organisations.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG</i>				✓	✓

D	Recycling & composting		2013	2014	2015	2016	2017
D.1	Introduce recycling collections for key waste streams paper, cardboard, plastic, metal and glass.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG</i>		✓			
D.2	Introduce food waste collection service for catering premises producing over 50 kg a week.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG</i>		✓			
D.3	Introduce food waste collection service for catering premises producing under 50 kg a week and over 5kg.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG</i>				✓	
D.4	Investigate opportunities to reduce the volume of food waste arising, including: - examine options for composting at premises. - increasing food waste education.	<i>Facilities</i>	✓	✓	✓	✓	✓
D.5	Investigate opportunities for composting the residual gully waste, following reed bed treatment.	<i>Roads</i>		✓			
D.6	Establish a take back collection for portable batteries.	<i>Facilities</i>		✓			
D.7	Compost green waste from Council cemeteries.	<i>Environmental services</i>		✓			
D.8	Encourage procurement of products with reusable, recyclable or biodegradable packaging.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG - Procurement</i>		✓			
D.9	Make sure adequate space for segregating waste is built in new buildings.	<i>EP & I/ Procurement</i>	✓	✓	✓	✓	✓
D.10	Recycle cardboard packaging from depots, where this waste cannot be reduced through take back initiatives with suppliers.	<i>Roads/ Building Services</i>	✓	✓			
D.11	Raise awareness of toner cartridge return system and ink cartridges recycling procedure.	<i>Env Policy/ Procurement</i>		✓			
D.12	Encourage use of recycled and/ or unbleached copier paper, for council printing.	<i>EP& I/ E,C & S/ H & E/ SC& W/ CG - Procurement</i>		✓			
E	Disposal and management of waste		2013	2014	2015	2016	2017
E.1	Remove desk bins in premises where recycling introduced.	<i>Facilities - EP& I/ E,C & S/ H & E/ SC& W/ CG</i>	✓	✓			
E.2	Provide clear guidance and procedures for reducing, reuse and	<i>EP& I/ E,C & S/ H & E/ SC& W/</i>		✓	✓	✓	

	recycling waste streams, including: - WEEE - Special waste, including fluorescent tubes	CG - Env Policy						
E.3	Investigate the opportunity for the use of a permit system, so commercial waste in outlying small offices/ depots could be taken to a household recycling point.	EP& I/ E,C & S/ H & E/ SC& W/ CG - Trade Waste	✓	✓				
E.4	Identify needs and ensure training on regulations and processes for waste, where appropriate.	EP& I/ E,C & S/ H & E/ SC& W/ CG- HR		✓	✓	✓	✓	
E.5	Improve visibility of bin sites & facilities through labelling and signage.	EP& I/ E,C & S/ H & E/ SC& W/ CG		✓	✓	✓	✓	
E.6	Where multiple contracts exist for a waste stream, such as chemical and hygiene waste, investigate opportunities to consolidate arrangements.	EP& I/ E,C & S/ H & E/ SC& W/ CG - Procurement		✓	✓	✓	✓	
F	Measuring and monitoring waste		2013	2014	2015	2016	2017	
F.1	Monitor consumption/ reuse/ recycle / disposal for all internal waste streams.	Services	✓	✓	✓	✓	✓	
F.2	Collate waste data annually and report to Committee.	EP& I/ E,C & S/ H & E/ SC& W/ CG - Env Policy	✓	✓	✓	✓	✓	
F.3	Share information with staff on levels of reuse, recycling and disposal.	Env Policy - EP& I/ E,C & S/ H & E/ SC& W/ CG	✓	✓	✓	✓	✓	
F.4	Specify the requirement for data provision in waste contracts.	Services/ Procurement	✓	✓	✓	✓	✓	
F.5	Put in place a system to record furniture reuse.	Facilities	✓	✓				
F.6	Provide adequate signposting to ensure relevant service areas are realising opportunities to reduce, reuse and recycle waste.	Env Policy	✓	✓	✓	✓	✓	
F.7	Investigate opportunities for external support on waste minimisation from Resource Efficient Scotland and Zero Waste Scotland.	Env Policy	✓	✓	✓	✓	✓	
F.8	Develop a glossary for the Zone on waste terminology, to assist with specifications.	Env Policy/ Procurement/ Services	✓	✓				

F.9	Consider options for the storage arrangements of materials to mitigate loss from weather.	Roads			✓	✓	
F.10	Where possible compare supply levels with disposal levels, as a means to monitor – special waste.	EP& I/ E,C & S/ H & E/ SC& W/ CG				✓	
G	Awareness and Education		2013	2014	2015	2016	2017
G.1	Develop and implement a staff waste minimisation campaign. - Link into EU & national waste and environmental campaigns including Green Office Week, Recycling Week and European Week for Waste Reduction. - Provide consistent and ongoing waste minimisation messages and use visual examples to reinforce messages. - Build awareness of responsibilities for resource efficiency and the waste hierarchy. - Build awareness of efficiencies from procurement, to reduce waste at source and ensure the whole life cycle is considered in purchasing decisions.	Env Policy/ Corporate Comms	✓	✓	✓	✓	✓
G.2	Roll out the Paper Free Challenge Day – to highlight paper dependency.	Env Policy/ Corporate Comms		✓			
G.3	Develop “friendly bin guidance”, information on what should be in recycling bins and best way this should be presented. - Disseminate through the Zone, Carbon Champions, GLOW etc	Env Policy/ Contractors	✓				
G.4	Raise awareness of any new waste collection facilities.	EP& I/ E,C & S/ H & E/ SC& W/ CG	✓	✓			
G.5	Link into existing work in city schools participating in the Eco-Schools Programme: - Encourage Eco-Schools in Aberdeen to undertake Waste Audits to provide further information on waste streams and enable actions specific to school to be developed. - Link recycling in schools to waste in education.	E, C & S - schools	✓	✓			
G.6	Develop a waste minimisation awareness campaign for schools, to link into Curriculum for Excellence.	Env Policy	✓	✓	✓	✓	✓
G.7	Add reminders on email signatures to discourage printing.	Managers/ All staff	✓	✓	✓	✓	✓

G.8	Provide information on materials which can be recycled, with pictures.	<i>Env Policy/ Corporate Comms</i>	✓	✓			
G.9	Provide information on market opportunities for waste streams from services, including Roads and Building Services.	<i>Env Policy</i>	✓	✓			
G.10	Update corporate induction information in line with the Internal Waste Minimisation Policy.	<i>Env Policy/ HR</i>	✓	✓			
G.11	Roll out the Empower online efficiency tool for staff. This learning tool includes waste, as well as energy efficiency information.	<i>Env Policy/ HR</i>		✓			

Council waste by waste stream

Books	Library book and media sales take place annually allowing income generation from the recycling of older stock.
Cans	Can recycling collections are in place at several main office premises including Marischal College and Balgownie One. Corporate discussions are taking place to expand these facilities to other council premises to meet the Waste (Scotland) Regulations 2012.
Confidential waste	Confidential waste is currently managed through the bag system and in some premises shredders are also in place.
Construction Waste	The Sustainable Building Standards for Council Buildings ensure contractors on new council buildings produce site waste management plans. In Building Services, where space and activity permit, waste is segregated for separate collection. Otherwise any potential segregation is carried out by the waste operative under contractual arrangement.
Envelopes	Envelopes can be reused.
Food Waste	Short pilot food waste collections have taken place at 2 city schools. Corporate discussions are taking place to introduce food waste collections at premises where catering takes place, to meet the Waste (Scotland) Regulations.
Furniture	Making best use of resources; surplus office furniture, fittings and equipment is redistributed and reused internally, within council properties and operations, to reduce the unnecessary purchase of new furniture.
Glass	Glass recycling is only available in a few Council premises. Corporate discussions are taking place to expand these recycling facilities to other council premises to meet the Waste (Scotland) Regulations.
Granite kerbstones & setts	Granite kerbstones from road operations are reused and granite setts are put into storage, for reuse where possible.
Grounds Waste	Shrub prunings, hedge trimmings and other green waste gathered from parks, open spaces and amenity areas during maintenance is shredded and made into mulch.
Gully Waste	A reed bed system has been established to treat waste from gully tankers, filtering out water from this waste to reduce volume and weight. The water can then be reused and the resultant, much reduced, residue waste solids are then sent for disposal.

Ink & Toner Cartridges	A free recycling service is provided by the contractor for multifunctional devices. Ink and toner cartridges can be recycled through the Cartridge Recycling Service, which is part of the cartridge procurement contract.
Paper	Paper is the largest waste stream from Council offices and schools. Recycling facilities for paper are in place at most council premises and where this is not available, corporate discussions are taking place to introduce further paper recycling facilities to meet the Waste (Scotland) Regulations 2012.
Plants	Environmental Services is moving away from annual planting to more sustainable planting – with plants being replanted between sites rather than sent to landfill.
Plastic Bottles	Plastic bottle recycling collections are in place at several main office premises including Marischal College and Balgownie One. Corporate discussions are taking place to expand these recycling facilities to other council premises to meet the Waste (Scotland) Regulations 2012.
ICT equipment	ICT WEEE (waste, electronic and electrical equipment) is recycled. Under WEEE regulations waste electronic and electrical equipment should not be sent to landfill.
Road Planings	Road planings are segregated for reuse.
Street Lighting	End of life aluminium street lighting columns are recycled. Lantern heads & lamps are segregated and sent for recycling.
Traffic bollards	Damaged traffic bollards are recycled.
Tyres	Used tyres are disposed of by a third party who arrange retread of the tyres or recycling and disposal.
Used oil filters	Used oil filters are segregated and collected for recycling.
Vehicles	Some vehicle components are retained for reuse. Functional end of life vehicles are sold at auction for reuse.
Vehicle oil	Vehicle oil is segregated for separate collection.
Wood Waste	Waste wood from council woodland management and street trees is reused for firewood timber and furniture, with residual wood waste chipped for paths and similar.

Internal Waste Communications

Target Audience	Purpose of Communication	Method of Communication	Frequency of Communication
Elected Members	Raise awareness & inform on internal waste management measures. Decision making capacity.	<ul style="list-style-type: none"> • Committee reports to coincide with key decision points. • Bulletin reports to keep members informed. 	As required
Directors	Engage and keep informed	<ul style="list-style-type: none"> • Reports • Managers update • Briefings • Emails 	As required
Heads of Service	Raise awareness and keep informed.	<ul style="list-style-type: none"> • Emails • Meetings • Reports • Briefings 	As required
Head teachers	Engage and keep informed. Need support and buy in for school measures.	<ul style="list-style-type: none"> • Emails • Meetings • Presentations 	As required
Pupils & teachers	Encourage participation in school waste measures.	<ul style="list-style-type: none"> • GLOW • Publications • Presentations • Posters • Signage 	As required
Facilities Management	Liaise. Keep informed.	<ul style="list-style-type: none"> • Emails • Meetings • Reports 	Quarterly updates
Internal waste contacts	Disseminate information	<ul style="list-style-type: none"> • Emails • Meetings 	As required
Trade waste team	Liaise.	<ul style="list-style-type: none"> • Emails • Meetings 	As required
All Staff	Engage and raise awareness Inform of appropriate waste facilities & methods	<ul style="list-style-type: none"> • Regular updates on the zone • Information at corporate induction • Directorate magazines 	To mark milestones and correspond with recycling roll outs and new waste

	of disposal	<ul style="list-style-type: none"> • Emails • Posters • Displays • Signage 	minimisation measures
Contractors	Liaise	<ul style="list-style-type: none"> • Meetings • Emails 	As required
Carbon Management team	Keep informed on progress and milestones.	<ul style="list-style-type: none"> • Emails • Reports 	As required by Carbon Management Programme
Carbon Reduction Champions	Keep informed on any measures that impact on staff	<ul style="list-style-type: none"> • Meetings • Emails • Invites to events 	As required

Paper Free Challenge

The first Council paper free challenge was held during Green Office Week in May 2013 and staff participating were encouraged to avoid printing and photocopying throughout the day, send out information electronically and consider ways to cut down on paper use.

Ways to have a paper free day were highlighted including:

- Scanning documents rather than printing.
- Reading digital versions of documents instead of printed copies.
- Sending out information by email.
- Taking a laptop to meetings or using interactive whiteboard & projector facilities in meeting rooms, where available.
- Considering documents that could be placed online or on shared drives.
- Reducing or cancelling any unnecessary subscriptions to publications and newsletters.
- Making use of digital communications such as the Council intranet, intranet and social media sites to share information.

Findings

Staff taking part were also encouraged to complete a survey to provide feedback on the day. There was a relatively low response rate to the survey, although out of those that did respond, 62% stated that the challenge had made them think a little differently about the way they worked and 25% considered it to be a lot.

Comments ranged from: “We actually found it quite easy, thinking about doing it on a weekly basis” to “It was much harder than I thought it would be”. This feedback depended on the requirements of individual jobs.

Participants were asked for ideas on ways paper consumption could be reduced and suggestions included:

- Staff should be encouraged to be paper free and the cost savings highlighted.
- Many online forms are only available as PDFs which need to be printed to be filled in. If these were available as a word document, the form could be completed and sent as an attachment.

Issues highlighted during the challenge were:

- It can be hard to read long documents online.
- There is not sufficient mobile and ICT equipment currently available to enable paper-free working.
- A lack of wireless connections currently in offices means it can be difficult to download documents to mobile devices.
- Others considered the nature of their job made it difficult to be paper free.

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Persley Den (Woodside) Masterplan OP135
REPORT NUMBER:	EPI/13/207

1 PURPOSE OF REPORT

- 1.1 This report outlines the draft Persley Den (Woodside) Masterplan, prepared as a strategy for the future development of land identified in the Aberdeen Local Development Plan (ALDP) as OP135.
- 1.2 The proposed strategy and masterplan varies to the Aberdeen Local Development Plan 2012 OP135 site allocation, for the following two reasons:
 1. An increase in the overall number of housing units, from the OP135 allocated 300, up to 400 units.
 2. The masterplan proposes to deliver a fixed number of 150 affordable housing units which equates to 37.5% which varies from the 50% as specified in the Aberdeen Local Development Plan.

Further details on the above points can be found in Sections 5.10 and 5.11 of this Report.
- 1.3 A summary document of the Masterplan is appended to this Committee Report. The full Masterplan for Persley Den (Woodside) (November 2013) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:
www.aberdeencity.gov.uk/masterplanning
- 1.4 A hard copy of the full Masterplan is available in the Members' Library (Town House), within the Planning and Sustainable Development Service at Ground Floor North, Marischal College, or by contacting the Masterplanning, Design and Conservation team.
- 1.5 The Masterplan has been made available to the Bucksburn & Newhills, Northfield, Bridge of Don, and Tillydrone community councils for information prior to this Report being considered by Committee.

2 RECOMMENDATIONS

2.1 It is recommended that the Committee:

- (a) Approve the Persley Den (Woodside) Masterplan as interim planning advice; and
- (b) Agree for officers to implement the process to ratify the Masterplan as Supplementary Guidance, which includes a 4 week public consultation period. The results of the consultation, including any necessary amendments, will be reported back to Committee prior to submission to Scottish Government.

2.2 Definitions

‘Interim Planning Advice’ – this specifies that the Development Framework is in the public domain and available for the purposes of a formal City-wide consultation. As such it becomes a material consideration in the determination of any planning application. The duration of consultation will typically be 4 weeks, given that public engagement has taken place throughout the preparation of the Framework. This allows responses to be collated and reported back in the next Committee cycle.

‘Supplementary Guidance’ (SG) – this is adopted and issued by a planning authority in connection with a Local Development Plan, as a result any such guidance will form part of the Development Plan. Before adoption, the SG must be publicised and a period for representations to be made specified, this includes the targeting of key consultees and stakeholders who may want the opportunity to comment. Following the specified consultation period and as a result of comments received, relevant changes will be made to the final document before reporting back to Committee and subsequent submission to Scottish Ministers. After 28 days have elapsed, the authority may then adopt the guidance unless Scottish Ministers have directed otherwise.

3 FINANCIAL IMPLICATIONS

3.1 The Woodside site is in multiple ownership, being jointly owned by GSS Developments (Aberdeen) Ltd, Aberdeen Lads Club and Aberdeen City Council. The three respective landowners have worked together throughout the masterplanning process. A plan of the site ownership is shown in Section 1.6 of the Masterplan. As such the Council has a financial interest in the planning designation and future development of the site.

3.2 The developers have met the cost of preparing the Masterplan including all consultation and engagement events held to date.

4 OTHER IMPLICATIONS

- 4.1 The Masterplan reduces the risk of piecemeal development in the site area. Mixed use development and the efficient use of land will contribute towards the Council's aim of promoting sustainable economic development.
- 4.2 Approving the Masterplan will contribute to efficiencies in determining future planning applications. By encouraging acceptable forms and uses of new development to be agreed publicly, it allows more informed decision making to be made earlier, saving time and resources for staff, applicants and the public.
- 4.3 The Masterplan contributes towards a higher rate of new house building in the City, including affordable housing provision of 37.5%.
- 4.4 In accordance with the Aberdeen Local Development Plan: Action Programme and the Infrastructure and Developer Contributions Manual, the Masterplan references how the development will seek to contribute towards requirements for wider infrastructure needs.
- 4.5 A Strategic Environmental Assessment has been undertaken on the Woodside site as part of the preparation for the Aberdeen Local Development Plan. An individual SEA Screening Report has also been undertaken on the Persley Den (Woodside) Masterplan document. This Screening Report concludes there is unlikely to be any significant environmental effects from the proposed development. The Screening Report is currently with the three statutory consultation agencies for determination and agreement.

5 BACKGROUND / MAIN ISSUES

- 5.1 The Masterplan has been produced by Halliday Fraser Munro on behalf of GSS Developments (Aberdeen) Ltd, Aberdeen Lads Club and Aberdeen City Council (Asset Management). The Masterplan aims to produce a new sustainable residential community to the north of the City on land adjacent to the River Don. A multi-disciplinary project team has contributed to the preparation of the Masterplan, consisting of:

Halliday Fraser Munro – Architects and Planning Consultants
Ironsides Farrar – Environmental Consultants
Fairhurst Ltd. – Structural and Civil Engineers
Struan Dalgleish Arboriculture – Tree and Woodland Consultants
Wallace Whittle – Mechanical and Electrical Engineers
Northern Ecological Services – Ecologists

Site Description

- 5.2 The OP135 Persley Den site lies within the Woodside suburb of Aberdeen that runs in a linear strip west to east along the banks of the River Don between Old Aberdeen and Bucksburn. The site is presently accessed via the former Woodside Estate road from a junction on Mugiemoor Road. Across the river is a large Tesco superstore, Bannatyne's Gym and waste water treatment works.

The OP135 site extends to 19.1 hectares and the residential Land Release portion of the site covers approximately 12 hectares. The site currently consists of sports pitches, tree belts, sports changing facilities, access tracks, national cycle network, green belt and green space networks.

Policy Summary

- 5.3 The Masterplan has been prepared following the Council's adopted Aberdeen Masterplanning Process and contributes towards the Scottish Government and Aberdeen Local Development Plan policy aims of raising design quality through the 6 key qualities of creating successful places, namely – distinctive, welcoming, safe and pleasant, adaptable, easy to get to and move around, and resource efficient.
- 5.4 The Persley Den (Woodside) site is identified in the Aberdeen Local Development Plan (2012) as Opportunity Site (OP135) capable of accommodating up to 300 homes, 50% to be affordable housing as per Masterplan for Woodside Sports Park and Village. Parts of the site may have risk of flooding and development will have to be avoided in those areas. A Flood Risk Assessment will be required to support any development proposals for the site.
- 5.5 The Reporter's conclusions from the Aberdeen Local Development Plan Examination noted that the indicative masterplan ("Masterplan for Woodside Sports Park and Village") included with the developer bid for the site proposed that no sports pitches would be lost in the development of the site and that new, improved pitches together with changing and viewing facilities would be provided. As a result, the Reporter recommended a text addition to the Local Development Plan to reflect this, along with flood risk assessment requirements.
- 5.6 This proposal at Woodside helps bring forward land for development in the early phases of the Local Development Plan and help meet the targets and objectives in the Structure Plan, including that development should generally be no less than 30 dwellings per hectare (dph) as an average across the whole site. On average, development proposed at Persley Den (Woodside) is 37dph.

Concept and Vision

- 5.7 The vision is to create a new Donside village continuing and reinterpreting the established pattern of small settlements along Aberdeen's lower River Don valley. The Masterplan has been informed by both its surrounding context and on-site constraints. With the aim of creating a unique and sustainable new residential community for Aberdeen, the development at Persley Den will be permeable and easy to move around, have a clear street hierarchy and further enhance the landscape benefits of its riverside setting.

Design Principles

- 5.8 The Masterplan sets out a number of key **design principles**, which have in turn informed the detailed proposals for the site and its defined character areas.
- Capture and reinterpret the spatial qualities of Old Aberdeen and Brig O' Balgownie;
 - Create a village development layout with a clear hierarchy of recognisable spaces, whether streets, parks or courtyards;
 - Create a development contained by the established topography and landscape elements of tree belts, green open space, steep slopes and the riverside;
 - Create a development that is complimentary to and inclusive regarding the existing residential cluster at Hutcheon Low;
 - Deliver consolidated and improved sports facilities at Woodside;
 - Deliver an improved, safer access onto Mugiemoss Road.

Character Areas

- 5.9 The Masterplan identifies 4 'character areas', as named below. Within Section 7 of the Masterplan document each area has a detailed description including materials, massing & density, parking, architecture and landscape design.

Character Area	Description
The Village Centre	This is the formal urban heart of the village and will include formal recreational space, overlooked by housing. This will also be the appropriate area for small-scale retail provision if there was a demand. Good connections to the rest of the site will help ensure the success of the area, and encourage social integration.
The Lanes	The lanes are a semi-private and more intimate area than the village square. The houses will in the main face to the outside of the blocks addressing the street whilst behind a shared surface courtyard area will be created. Within the courtyard there will also be housing fronting lanes.

The Persley Brae	The area here enjoys an elevated position on the site and will benefit from great views across the site. There is a mix of buildings types here including, terraces, semi-detached, detached and apartment blocks.
Parkside	This area is soft and informal; all housing has been orientated to look out over the parkland. This area will provide an attractive and appropriate edge to the development when viewed from the riverside and wider amenity areas.

Affordable Housing

- 5.10 The proposals for Persley Den (Woodside) include a range of housing types and sizes including: flats, terraces, semi-detached and detached dwellings. All respective developers will work with the Council and the registered social landlords to provide the proposed 37.5% level of affordable housing. It should be noted that due to the corresponding proposed increase in overall units on the site to 400, this affordable housing percentage varies from the 50% specified for the OP135 site allocation in the Aberdeen Local Development Plan 2012.
- 5.11 Despite the rise in overall units, Section 6.2 of the Masterplan demonstrates that 400 units can be accommodated on the site with regard to density, site constraints and the character of the surrounding area.
- 5.12 The Persley Den (Woodside) site proposes to deliver a fixed number of 150 affordable units on the site. This level does still deliver 50% of the original ALDP allocation (50% of 300 = 150 units). Further details can be found in Section 6.1 of the Masterplan, however proposals specify three key objectives with regard to affordable housing delivery:
- Delivery of 150 affordable homes;
 - Integration of affordable homes within the overall development in terms of design and operation; and
 - Contribution to the Council's affordable housing strategy.

Open Space and Sports Pitch Provision

- 5.13 A variety of open spaces are proposed within this development, including opportunities to enhance access to the surrounding recreational open spaces. These spaces will encourage pedestrian movement, enhance setting and amenity and help foster a feeling of neighbourhood.
- 5.14 The Masterplan has been designed with reference to Aberdeen City Council's Open Space Supplementary Guidance (March 2012). Section 6.5 of the Mastepplan details how the key open spaces and their

functions will be accommodated throughout the site. The provision is summarised in the following table:

Open Space	Typology
Entrance Avenue & Persley Brae	Green corridor, natural/semi-natural, local open space
Village Square	Civic / neighbourhood open space
Village Green	Local public park, playspace for children
Sports	Outdoor sports area
Riverside	Green corridor, natural/semi-natural, major open space

- 5.15 Leisure provision is a key element of the history of the site and the Persley Den Masterplan concept. The existing pitch provision on the site is detailed in Section 4.9 of the Masterplan and these have been thoroughly assessed through consultation with Sport Scotland and other key stakeholders.
- 5.16 This assessment has resulted in a package of upgrading / replacement and financial contributions which has been agreed in principle with Sport Scotland. The resulting sport pitch provision proposed as part of this development is illustrated in detail in Section 6.6 of the Masterplan. In addition to the proposed upgrading of the two pitches on site, an off site financial contribution will be agreed and controlled through a legal agreement as part of any future formal planning application process. As a result, the development of OP135 would result in no net loss of sports pitches, which is in line with Scottish Planning Policy, the Aberdeen Local Development Plan and the original Masterplan concept (“Masterplan for Woodside Sports Park and Village”).

Flooding

- 5.17 A detailed flood risk assessment has informed the production of the Masterplan. This is in accordance with the Aberdeen Local Development Plan with reference to the SEPA Flood Map. The development layout has been refined to respond to and address the results of the flood risk assessment and conclude that no part of the developed site is at risk of flooding. Further details, including a flood inundation plan, can be found in Section 4.8 of the Masterplan.

Infrastructure

- 5.18 Education provision – the ALDP Action Programme details the site is zoned to Woodside Primary School which is forecast to have some spare capacity to accommodate pupils generated up until 2020, however an extension or temporary accommodation may be required and developer contributions will be sought. This should also refer to Secondary school capacity. The site is zoned to St Machar Academy, which has some spare capacity to accommodate pupils generated up

until 2019, however an extension or temporary accommodation may be required and developer contributions will be sought.

- 5.19 Health care provision – the ALDP Action Programme and Masterplan details the requirement that the site will be required to make a proportionate developer contribution towards the provision of additional health facilities in the area. Detailed phasing and delivery of requirements will be agreed with NHS Grampian as part of any planning application for the Persley Den (Woodside) site.
- 5.20 Water and drainage – a full list of requirements will be identified following completion of a detailed Drainage Impact Assessment and submitted as part of any planning application for the Persley Den (Woodside) site.
- 5.21 A detailed break down of the Infrastructure Requirements for the site can be found in Section 12 of the Masterplan document.

Phasing

- 5.22 An indicative phasing strategy has been developed which details the delivery of the Persley Den (Woodside) site.

January 2014	Masterplan Adopted as Supplementary Guidance
Spring 2014	Planning Permission in Principle Approved
Autumn 2014	Matters Specified in Conditions Approved
End 2014	Building Warrants and other Statutory Consents Approved
Spring 2015	Commencement of Development
End 2015	Enabling Infrastructure Works (Roads, Drainage, site works)
Throughout 2016	Construction and completion of phase 1 75 units at Persley Brae west; Construction and completion of phase 1 70 units at Village Centre
Throughout 2017	Construction and completion of phase 2 75 units at Persley Brae east; Construction and completion of 70 units at The Lanes
Throughout 2018	Construction and completion of 110 units at The Lanes and Parkside

Public Consultation and Involvement

- 5.23 Throughout the design process for Persley Den (Woodside) site, the project team have involved local people and stakeholders in the

proposals. The public consultation for both the Masterplan and an application for Planning Permission in Principle have been run in tandem to avoid duplication and confusion. Two public consultation events have taken place on 27 June 2013 and 29 August 2013. It is estimated that over 100 people attended the first event and around 30 the second, with the majority of attendees being neighbouring residents.

- 5.24 A website was also set up to assist with public consultation. This went live on 28 June 2013, the day after the first consultation event.
www.persleyden.co.uk
- 5.25 The public have also had the opportunity to get involved in, and influence, the Aberdeen Local Development Plan preparation process. The Persley Den (Woodside) site was included in the Proposed Local Development Plan as a potential future development allocation.
- 5.26 The main issues arising from consultation so far include:
- Development should be sympathetic to landscape, trees and wildlife
 - Need replacement sports facilities
 - Development has potential to bring benefits to Hutcheon Low, through the upgrading of access
 - Concerns regarding flooding
 - Concerns regarding traffic impact on Mugiemoor Road and Haudagain
 - Supportive of green space, play areas and community spaces
 - Access roads should be kept separate
 - Riverside paths should be upgraded
 - Supportive of idea of new village
 - Need buildings with character
 - Concerns about conflict between sports pitches and public open space and housing
 - Development should only be on the higher ground
 - Development should not happen until Third Don Crossing
 - Private and social housing should be mixed
- 5.27 Full details of the comments received for the engagement process and the responses made can be found in Section 2 of the Masterplan.
- 5.28 The design for the site has evolved with regard to comments raised at these public consultation events. Comments raised have been key in the preparation of the Masterplan and have been further explored as the project has progressed. The updated Masterplan has taken account of comments received through the consultation process and also through the on-going dialogue with Aberdeen City Council and statutory consultees such as Transport Scotland and Sport Scotland.

- 5.29 The following changes have been made to the Masterplan as a result of public consultation comments received so far:
- Development pulled back from Woodside House to lessen impact and allow for enhanced sports facilities
 - Development removed from NW area – this will now be an amenity area
 - Creation of a wildlife corridor along the eastern boundary and SUDS areas
 - Enhanced riverside footpaths and pedestrian linkages to Great Northern Road
 - Further consideration of sports provision
 - Further consideration of access
 - Flexibility over the adaptability of some units to be used as community / commercial / retail space
 - Further consideration of housing numbers and formats.
- 5.30 Pending approval of this Report, the Persley Den (Woodside) Masterplan will be the subject of statutory consultation. The following list highlights those that will be consulted. Please note that this is not an exhaustive list:
- Northfield Community Council
 - Bucksburn and Newhills Community Council
 - Tillydrone Community Council
 - Bridge of Don Community Council
 - Aberdeen City Council services
 - Aberdeen City and Shire Strategic Planning Authority
 - Aberdeenshire Council
 - Aberdeen Cycle Forum
 - Forestry Commission Scotland
 - Scottish Enterprise Grampian
 - SEPA
 - Scottish Natural Heritage
 - Scottish Water
 - Sustainable Urban Fringes Aberdeen project (River Don Corridor)
 - Historic Scotland
 - Transport Scotland
 - NHS Grampian
 - NESTRANS
 - Planning Gain
 - Sport Scotland
- 5.31 The results of the statutory consultation will be reported to the Enterprise, Strategic Planning and Infrastructure Committee in due course, including any recommended amendments to the Masterplan.

5.32 It is important to note that opportunities for public engagement will continue throughout the development process and any subsequent planning applications for the site.

6 IMPACT

6.1 The proposal contributes to the following Single Outcome Priorities: 1 – We live in a Scotland that is the most attractive place for doing business in Europe; 2 – we realise our full economic potential with more and better employment opportunities for our people; 10. We live in well-designed, sustainable places where we are able to access the amenities and services we need; 12 – We value and enjoy our built and natural environment and protect and enhance it for future generations.

6.2 The proposal contributes to the 5 Year Business Plan in terms of objective – Communication and Community Engagement; sharing our plans and aspirations for the city, – delivering an up-to-date plan, – facilitating new development projects to improve Aberdeen’s living environment and, – support open space initiatives.

6.3 The proposal contributes towards the Aberdeen City Council Administrations vision for Aberdeen: 2012 – 2017, particularly creating a City which is a great place to live, bring up a family, do business and visit. It specifically contributes to the follows objectives: Governance – encouraging citizens to participate in design and development; Living – improving opportunities for physical activity; Environment – energy efficient design and construction, attractive streetscapes and access to green space; Economy – improve access to range of affordable housing; Mobility – encourage cycling, walking and promoting a sustainable transport systems which reduce carbon emissions.

6.4 The proposal is consistent with the Council’s Corporate Plan in particular with regard to delivering high levels of design from all development, maintaining an up-to-date planning framework, sustainable development and open space provision.

6.5 The proposal is consistent with the Planning and Sustainable Service Plan, in particular engaging the community in the planning process, and the delivery of masterplans/development frameworks in line with The Aberdeen Masterplanning Process.

6.6 An Equalities and Human Rights Impact Assessment has been prepared. In summary, many of the aims of the proposal will have positive benefits, including;

- Younger – the proposals include the provision of Play Space for children.
- Housing – greater provision of housing to meet the housing demand and affordable housing to meeting range of housing needs.

- Health – improved access useable open spaces for leisure pursuits and opportunities for walking/cycling/exercise.


7 BACKGROUND PAPERS

- 7.1 The Persley Den (Woodside) Masterplan (November 2013) is a large document containing a lot of illustrative material and can be viewed by accessing the following link:
www.aberdeencity.gov.uk/masterplanning
- 7.2 Aberdeen Local Development Plan 2012
<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=42278&SID=9484>
- 7.3 Aberdeen Masterplanning Process 2008 (article 22, Planning Committee Minute, 6/11/08)
http://www.aberdeencity.gov.uk/planning_environment/planning/planning_sustainable_development/pla_masterplan_process.asp
- 7.4 Aberdeen Masterplanning Process: Update Report EPI/12/231 (agenda item 1.1, article 4, Enterprise, Planning and Infrastructure Committee, 6/11/12)
<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=140&MId=2523&Ver=4>

8 REPORT AUTHOR DETAILS

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Summary Document
OP135 – Persley Den, Woodside, Aberdeen

Masterplan
October 2013

Prepared by Halliday Fraser Munro on behalf of
GSS Developments (Aberdeen) Ltd, Aberdeen Lads Club and
Aberdeen City Council

Preface

This summary document has been produced to provide a synopsis of the OP 135 Persley Den, Woodside Masterplan. It discusses key guidance and principles.

The Masterplan document has been prepared in the context of guidance prepared by Aberdeen City Council on the Masterplanning Process. It is anticipated that the document will be adopted by Aberdeen City Council as Interim Planning Advice until ratification by the Scottish Ministers. Following this, the Masterplan document will become Supplementary Guidance. As Supplementary Guidance, it will be used to inform any subsequent planning applications for development on the site.

The OP 135 site is within the Aberdeen City Council local authority boundary, within the Dyce, Bucksburn / Danestone Ward. The site is part of the historic Woodside area and was previously densely developed as cotton mills. At present the site comprises sports pitches in poor condition, adjacent to the River Don and the Hutcheon Low housing development.

The site's location and setting provides great potential for environmental enhancements to create an attractive development. The site's riverside setting and previous usage creates parallels with other former riverside mill sites which have now been successfully redeveloped to create new communities along the lower reaches of the River Don. The overarching vision the Masterplan is:

To create a new Donside village continuing and reinterpreting the established pattern of small settlements along Aberdeen's lower River Don valley.'

The Masterplan document comprises thirteen sections:

1. **The Masterplanning Process**
2. **Public Consultation**
3. **Context**
4. **Analysis**
5. **Design Principles and Concept**
6. **The Masterplan**
7. **Character Areas**
8. **Flooding and Drainage**
9. **Services and Utilities**
10. **Sustainability**
11. **Phasing and Delivery**
12. **Infrastructure and Developer Contributions**

The following report provides a brief description of the key principles and guidance contained within each of these sections.

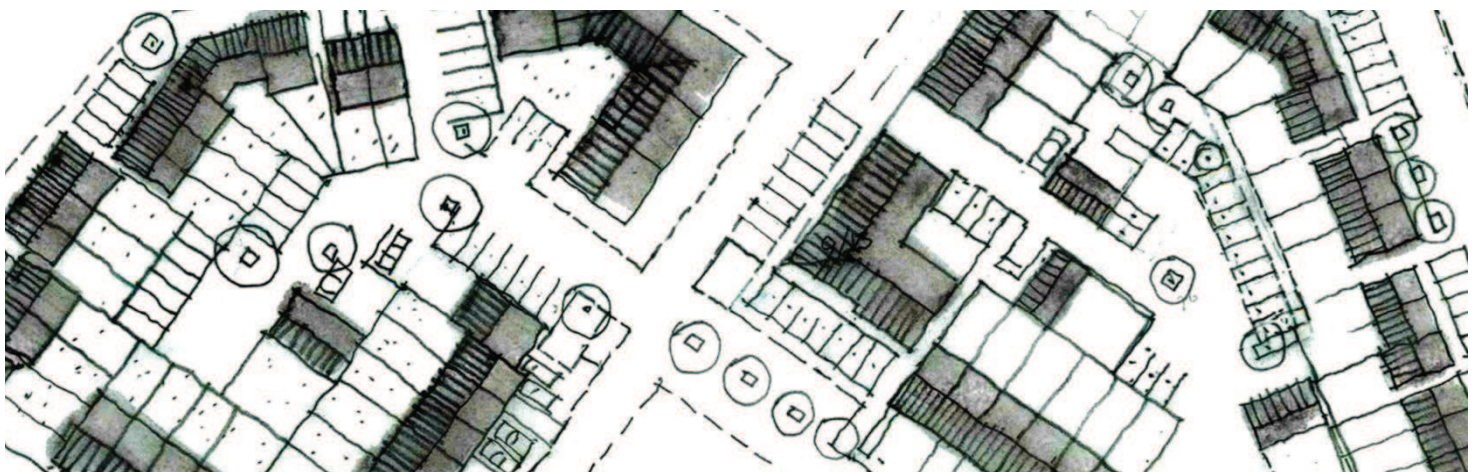
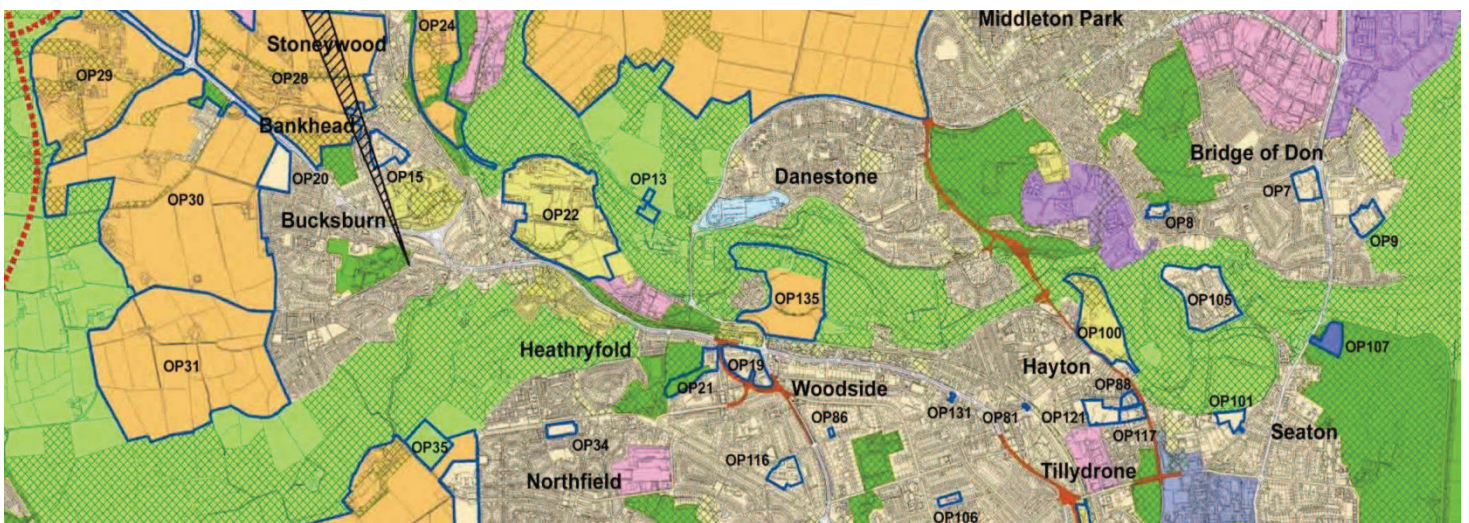


The Masterplanning Process

The OP 135 Woodside (Persley Den) Masterplan is produced in accordance with Aberdeen City Council's Masterplanning process. This has been formalised since the adoption of the Aberdeen Local Development Plan in 2012. The allocation states that the:

'Site capable of accommodating up to 300 homes, 50% to be affordable as per masterplan for Woodside Sports Park and Village. Parts of the site may have a risk of flooding and development may have to be avoided in those areas. A Flood Risk Assessment will be required to support any development proposals for the site.'

The scale of development proposed at Persley Den requires it to be Masterplanned in accordance with Aberdeen City Council guidance on the 'The Aberdeen Masterplanning Process'.



Public Consultation

Within the context of the Local Development Plan consultation and preparation process, a programme of community engagement on the Masterplan commenced in June 2013. The 'engagement strategy' has comprised the following:

- Programme meetings with Aberdeen City Council Masterplanning and Development Management teams;
- Invite to briefing session for Hilton / Woodside / Stockethill and Dyce/ Bucksburn/ Danestone Councillors;
- Public exhibition in Woodside Sports Complex 27 June 2013;
- Workshops with Aberdeen City Council and Statutory Consultees on 22 July and 5 August 2013;
- Public exhibition in Britannia Hotel 29 August 2013.

A website, www.persleyden.co.uk was also set up to assist with public consultation. There was good level of community participation in relation to the engagement strategy, mainly from local residents.

The public consultation, in addition to the discussions with Aberdeen City Council and statutory consultees has resulted in a Masterplan concept which has been tested and refined in order to address valid concerns. Some aspects will be revisited at the detailed planning application stage. The programme of public engagement on the Persley Den development has been effective in bringing the development proposals to the attention of local residents and raising awareness.



Context

The Masterplan has been prepared in accordance with the following policy and guidance:

Scottish Planning Policy;
Designing Places
Designing Streets;
PAN 65 Planning and Open Space;
PAN 75 Planning for Transport;
PAN 83 Masterplanning;
PAN 3/2010 Community Engagement;
Aberdeen City and Shire Structure Plan 2009;
Aberdeen Local Development Plan;
ALDP Supplementary Guidance on: Aberdeen Masterplanning Process / River Don Corridor Framework / Affordable Housing / Buffer Strips / Trees and Woodlands / Bats and Development / Developer Contributions.

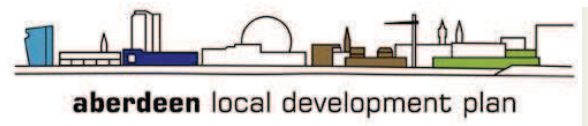
In addition to the typical land use allocation characteristics of the site being zoned for development, the OP 135 Persley Den, Woodside site lies in a part of Aberdeen that is subject to major short and long—term development and infrastructure proposals. These have been taken into account in the preparation of the Masterplan. Relevant factors include the AWPR, Haudagain Roundabout, Third Don Crossing, National Cycle Route, Affordable Housing Provision and Aberdeen Lads Club.

The OP 135 site extends to 19.1 ha and comprises:

- Disused playing fields;
- Tree belts;
- Dilapidated sports changing facilities;
- Access tracks;
- National cycle network;
- Adjacent land zoned as Green Belt / Green Space Network.

- Persley Castle (B—Listed former mill accommodation—now care home);
- Woodside House (B—Listed former dwelling house— now care home);
- Woodside Cottage (private dwelling house).

Surrounding the site are areas of interesting and diverse characters. This provides the scope to create a development with its own character at Persley Den.



Analysis

The OP 135 site can be broken down into three main parts.

Persley Brae:

The sloping area that falls from the boundary of the railway embankment to the existing access road.

Central Area:

The dished central green area, currently occupied by disused sports pitches.

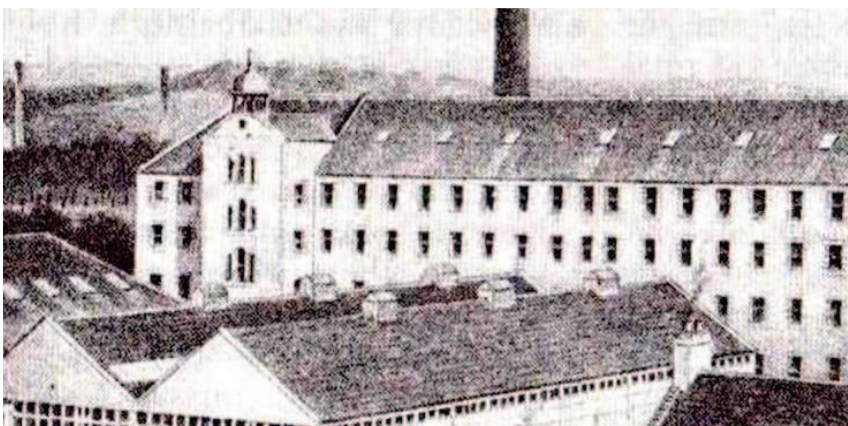
Riverside:

The uneven wild area to the north west of the site enclosed with mature tree planting.

Analysis of the Persley Den site and surrounding area highlights existing uses that create opportunities for future development which are considered through the Masterplan.

The Masterplan presents opportunities to improve the pedestrian, cycle and vehicular accessibility of the general area and the proposed development. This can be achieved by enhancing pedestrian routes in the area and through the creation of a new signalised junction on Mugiemoss Road.

Detailed analysis of the site's Topography, Woodland, Ecology, Green Space Network, Flooding and Drainage aspects has informed the Masterplan. None of these aspects have highlighted absolute constraints to development. They have been considered as part of the design process as positive aspects that will provide character to the development.



1 Persley Brae



2 Central Area



3 Riverside



Design Principles

The design principles proposed through the Masterplan are;

Capture and reinterpret the spatial qualities of Old Aberdeen and Brig O' Balgownie;

Create a village development layout with a clear hierarchy of recognisable spaces, whether streets, parks or courtyards;

Create a development contained by the established topography and landscape elements of tree belts, green open space, steep slopes and the riverside;

Create a development that is complimentary to and inclusive regarding the existing residential cluster at Hutcheon Low;

Deliver consolidated and improved sports facilities at Woodside;

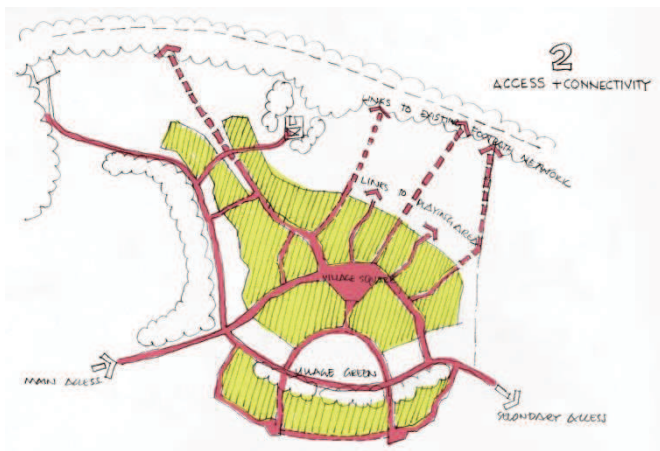
Deliver an improved, safer access onto Mugiemoss Road.



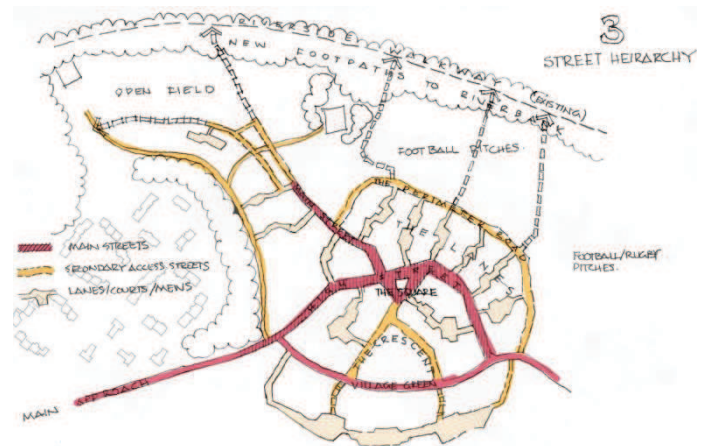
Concept

The Masterplan concept comprises the following elements:

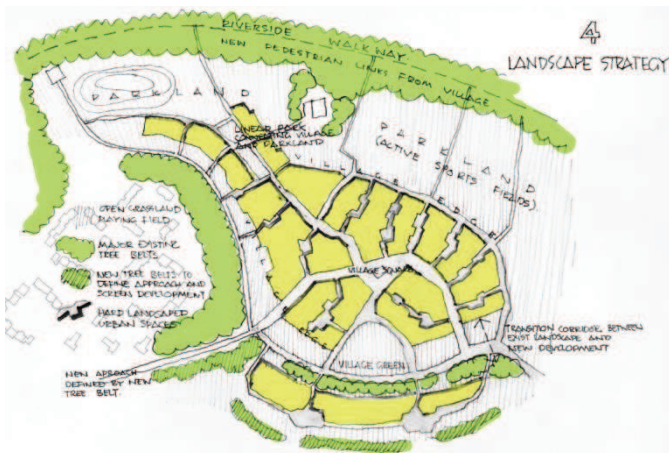
- Access and Connectivity;
- Street Hierarchy;
- Landscape Strategy;
- Development Blocks.



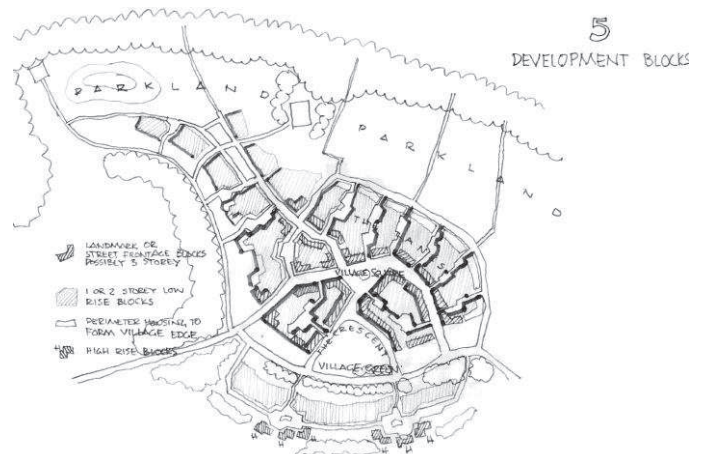
Access and Connectivity



Street Hierarchy



Landscape Strategy



Development Blocks

The Masterplan

The design process has involved a comprehensive approach to the analysis of the brief and the site. It has concluded in the production of a clear and exciting masterplan solution. The masterplanning process has been iterative and evolved over a number of months with public consultation and workshops with consultees and specialist consultants.

Successful places are sustainable and have distinct identity. Designing Places and Designing Streets policy statements set the context for creating places. Successful places are safe, pleasant, easy to move around and welcoming to visitors. They are sustainable and adaptable to changing circumstances in social, economic and environmental conditions.

(The Aberdeen Masterplanning Process: A Guide for Developers ACC 2012)

The analysis and design process has resulted in a masterplan that could accommodate up to 400 houses within the agreed development area, of which 150 will be

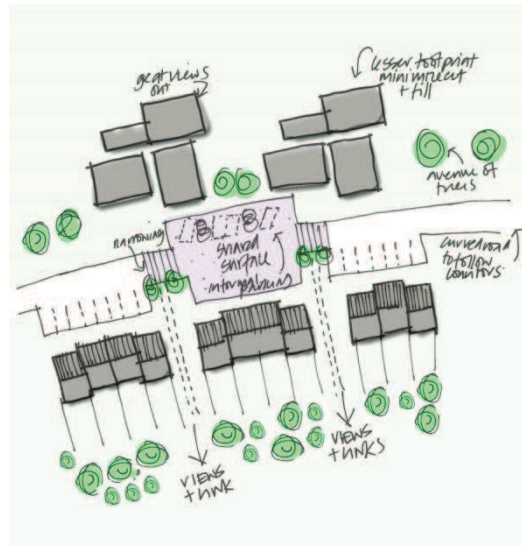
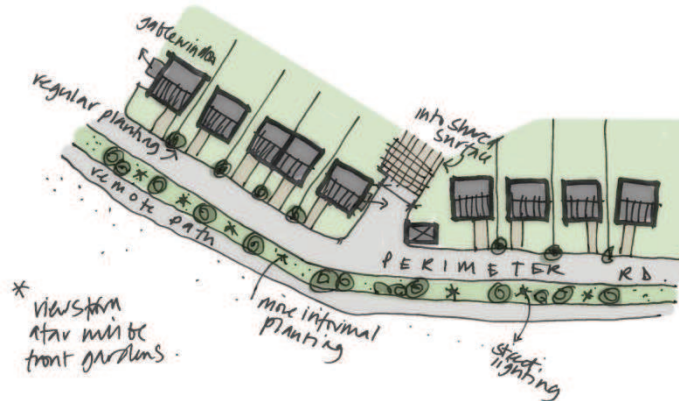


Character Areas

To create a village development with recognisable special 'character', the village has been broken down into different character areas. These areas will celebrate key townscape features and use their design to create a sense of place and identity.

The character areas are:

- Village Centre;
- The Lanes;
- Parkside;
- Persley Brae



Phasing and Delivery

The development will be delivered in a phased manner. Development is anticipated to commence in early 2014 and run on until 2018.

A key component of the Persley Den development is the provision of 150 affordable housing units. This represents the highest individual allocation of affordable housing in Aberdeen City



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End 2015	Enabling Infrastructure Works (Roads, Drainage, site works)
Throughout 2016	Construction and completion of phase 1 75 units at Persley Brae west; Construction and completion of phase 1 70 units at Village Centre
Throughout 2017	Construction and completion of phase 2 75 units at Persley Brae east; Construction and completion of 70 units at The Lanes
Throughout 2018	Construction and completion of 110 units at The Lanes and Parkside

Infrastructure and Developer Contributions

In accordance with, and having regard to, extant Scottish Government policy and guidance on planning obligations and developer contributions, the developer will aim to deliver the requirements set out in ALDP Action Programme and the Infrastructure and Developer Contributions Manual.

Considerations for contributions to the wider infrastructure needs as detailed opposite will be included in the context of the community benefits delivered on site which include 150 affordable houses and sports facilities

Strategic Transport Fund	Contributions to the Strategic Transport Fund (STF) will be required as the STF policy applies to this site.
Roads / Access	Road connection from OP135 Woodside development to Mugiemoos Road including rationalisation of existing access points on the north side of Mugiemoos Road. Contribution towards improvements of Mugiemoos Road to Persley Bridge.
Walking / Cycling	Contribution to new pedestrian/cycle bridge across the River Don at Mugiemoos Mills. Connections through site to local walking/ cycling networks, including upgrades to Core Path 7, contribution to walk/cycle route from Aberdeen to Blackburn along A96 with connections into Dyce and retention and upgrade of National Cycle network running through southern section of the site and immediately beyond.
Sustainable Travel	A residential travel plan leaflet will be required as part of the development to highlight options available to residents.
Education	The site is zoned to Woodside Primary School which is forecast to have some spare capacity to accommodate pupils generated up until 2020, however an extension or temporary accommodation may be required. The site is zoned to St Machar Academy, which has some spare capacity to accommodate pupils generated up until 2019, however an extension or temporary accommodation may be required and developer contributions will be sought.
Health	This site will be required to make a proportionate contribution towards the provision of additional health facilities in the area.



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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Strategic Planning and Infrastructure
DATE	12nd November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Various small scale traffic management and development associated proposals (New Works)
REPORT NUMBER	EPI/13/201

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, excepting the 'Kingswells Park & Ride' item. If no significant objections are received, then progress with the public advertisement and report the results to a future meeting of this Committee.
3. Instruct the appropriate officers to commence the necessary legal procedures of preliminary statutory consultation for the traffic regulation order required as described in the 'Kingswells Park & Ride' item. If no significant objections are received, then progress with the public advertisement. If no objections are received, then allow approval of the TRO immediately under delegated powers. If objections are received, report the results to a future meeting of this Committee.
4. Instruct the appropriate officers to commence the combined statutory consultation for the traffic regulation order for the list of Blue Badge parking spaces and report back to a future meeting of this Committee.

3. FINANCIAL IMPLICATIONS

The current Five Year Business Plan has identified savings from the Road Safety and Traffic Management budget. There has also been a comprehensive review of the Capital Plan which will result in proposals having to await funding for implementation.

Budget	Implementation costs (£)	Maintenance costs (£) after 5 years	Comments
(●) Cycle, Walking, Safer Streets (Scot Gov grant-funded)	1035	795	If budgets are not currently available locations will be placed on a priority list for when future funding becomes available
(❖) Developer financed	Nil	4255	Maintenance of these works generally falls to the council maintenance budget when they are on-street restrictions
(➤) Disabled Parking	5290	3000	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 4 traffic management proposals brought forward during the course of routine examination of road safety and traffic flows, 4 proposals resulting from requests from developers/businesses, and 1 proposal resulting from requests from applicants seeking permission to install a driveway. It is also proposed to install 38 disabled bays at locations citywide.

- **The following proposals will be funded from Cycling, Walking, Safer Streets budget**

Aboyne Gardens – Proposed revocation of existing Mon – Fri 10am-4pm waiting restriction replaced by “At any time” waiting restriction

Officers have received reports from residents of Aboyne Gardens concerned that Aboyne Gardens is not wide enough to accommodate parking on both sides of the road as is permitted by the waiting restrictions currently in place.

It is therefore proposed to revoke the existing timed waiting restriction and replace this with an “At any time” waiting restriction, prohibiting parking on the east side of the street.

The proposals are indicated on the plans below.

Implementation cost - £170

Estimated maintenance cost - £170 every 5 years

Ward No (11) – Airyhall/Broomhill/Garthdee

Elected Members – Taylor/Townson/Yuill

Clifton Road – Proposed Mon-Fri 8am-6pm waiting restriction

Officers have received a report via local elected member Councillor Lesley Dunbar regarding the lack of waiting restrictions at this junction which forms part of a busy bus route. The current lack of restrictions at this narrow section of road often results in parked vehicles causing an obstruction to buses in particular.

It is therefore proposed to implement a length of Mon-Fri 8am-6pm waiting restriction to protect the junction.

The proposals are indicated on the plans below.

Implementation cost - £150

Estimated maintenance cost - £50 every 5 years

Ward No (5) – Hilton/Woodside/Stockethill

Elected Members – Adam/Blackman/Dunbar

Hutcheon Court & Greig Court – Proposed ambulance bays and “At any time” waiting restrictions, and proposed revocation of existing “At any time” waiting restriction

Following a recent parking appeal it has now been identified that the traffic regulation order associated with these complexes is incomplete. Officers

require to re-advertise these sections of “At any time” waiting restrictions, and formalise the emergency vehicle restrictions.

A Temporary Traffic Regulation Order is currently in place to this effect.

The proposals are indicated on the plans below.

Implementation cost - nil

Estimated maintenance cost - £285 every 5 years

Ward No (8) – George Street/Harbour

Elected Members – May/Morrison/Morrison

Kingswells Park & Ride (North car park) – Proposed Park & Ride customers only restriction

Officers have received reports regarding the misuse of the parking facilities and in particular disabled parking spaces, and parent & child parking spaces within the Kingswells Park & Ride car park. The misuse of the parking facilities is attributable to construction workers at the ongoing Prime 4 development located to the immediate south/west of the Park & Ride. As there is currently no TRO in effect to formalise the use of the car park, City Wardens are unable to take any enforcement action against the offending drivers.

It is therefore proposed to implement a restriction limiting parking to Park & Ride customers only.

The TRO will include exemptions for use where they are seen to be applicable in line with good practice.

The disabled spaces located within the car park are listed for inclusion with spaces to be funded from the Disabled Parking Revenue budget.

As work on this development is still ongoing, with a number of office buildings becoming operational on completion, delegated powers are requested to enable approval of the TRO immediately on completion of the public advert if no objections are received.

The proposals are indicated on the plans below.

Implementation cost – nil

Estimated maintenance cost – nil

Ward No (12) – Kingswells/Sheddocksley/Summerhill

Elected Members – Cameron/Delaney/Ironside

Oscar Road – Proposed 5m “At any time” waiting restriction

Officers have received a request from the Public Transport Unit to implement a section of “At any time” waiting restriction to form a continuous restriction from the junction of Balnagask Road to the bus stop on Oscar Road. Currently, vehicles legally parked in this 5m section cause an obstruction to buses utilising this route.

The proposals are indicated on the plans below.

Implementation cost – £15

Estimated maintenance cost – £15 every 5 years

Ward No (12) – Torry/Ferryhill

Elected Members – Allan/Dickson/Donnelly/Kiddie

Queen Street/Shoe Lane – Proposed revocation of existing “At any time” waiting restriction replaced with P&D parking

Officers have identified the potential to increase on-street parking capacity at this city centre location by revoking certain lengths of the existing “At any time” waiting restriction and installing P&D parking. The results of on-site surveys indicate that a total length of 35m of P&D parking can be implemented without compromising Road Safety. This would provide parking for an additional 7 vehicles.

The proposals are indicated on the plans below.

Implementation cost – £700

Estimated maintenance cost – £100 every 5 years

Ward No (8) – George Street/Harbour

Elected Members – May/Morrison/Morrison

Woodlands Drive – Proposed “At any time” waiting restriction

Officers have received a request from one of the businesses on Woodlands Drive to implement “At any time” waiting restrictions on Woodlands Drive. These measures are required to preserve access for HGVs and to ensure accessibility is maintained for emergency service vehicles.

A Temporary Traffic Regulation Order is currently in place to this effect.

The proposals are indicated on the plans below.

Implementation cost – nil

Estimated maintenance cost – £175 every 5 years

Ward No (1) – Dyce/Bucksburn/Danestone

Elected Members – Crockett/Lawrence/MacGregor/Samarai

The following proposals will be funded by the applicants seeking permission to install driveways

Craigievar Crescent – Proposed revocation of Residents parking bays

An application has been received from the resident of 143 Craigievar Crescent to form a new driveway to the front of their property outside of which there are currently Residents parking bays. This application has been approved in accordance with Council guidelines, and subsequently it is proposed to revoke 8.7m of Residents parking to accommodate the driveway.

An application has also been received from the resident of 149 Craigievar Crescent to widen the existing driveway access to the front of their property. Again this application has been approved in accordance with Council guidelines, and subsequently it is proposed to revoke 5m of Residents parking to accommodate the driveway.

The proposals are indicated on the plans below.

Implementation cost – nil

Estimated maintenance cost – nil

Ward No (11) – Airyhall/Broomhill/Garthdee

Elected Members – Taylor/Townson/Yuill

The following proposals will be funded by the developer

- ❖ **Crown Street** – Proposed extension of existing P&D, revocation of “At any time” waiting restrictions & proposed bus stop

In order to support a Construction Consent for the Riverside Business Park development a new bus stop is required to be formed on Crown Street. This new bus stop replaces the existing bus stop towards the junction with Millburn Street and is created at a point where there is an existing “At any time” waiting restriction. Therefore it is required to revoke this section of “At any time” waiting restriction. An additional 10m of P&D parking will also be provided to provide an additional 2 on-street parking spaces.

The proposals are indicated on the plan below.

Implementation cost - nil

Estimated maintenance cost – £300 every 5 years

Ward No (12) – Torry/Ferryhill

Elected Members – Allan/Dickson/Donnelly/Kiddie

- ❖ **Dubford Development** – Proposed “At any time” waiting restrictions, disabled parking bays, “one-way” regulation and bus lanes.

In order to support a Construction Consent for a proposed residential development “At any time” waiting restrictions are required to protect the newly formed accesses from parked vehicles and to maintain visibility and access. 4 disabled parking spaces are also to be provided, 3 bus stops, and 2 sections of bus lane.

The proposals are indicated on the plans below.

Implementation cost - nil

Estimated maintenance cost – £2400 every 5 years

Ward No (2) – Bridge of Don

Elected Members – Jaffrey/Reynolds/Stuart/Young

- ❖ **Loch Street/St Andrew Street** - Proposed disabled parking bays, proposed prohibition of entry, revocation of existing "At any time" waiting restriction, revocation of existing prohibition of entry, revocation of existing disabled parking bay, revocation of existing motorcycle bay, and revocation of existing P&D bay.

Currently the John Lewis customer collection point occupies a shared space within their loading area. This setup creates health & safety conflicts with the loading/unloading of goods and the movement of HGVs. In order to safely accommodate customer collections a new customer collection point is proposed for installation on the land owned by John Lewis which currently houses a bus interchange. The bus stop and shelter are proposed to be relocated onto St Andrew Street.

It is therefore proposed to revoke existing “At any time” waiting restrictions on St Andrew Street, revoke the existing prohibition of driving at the entry points to the land owned by John Lewis, revoke and re-site existing disabled parking bays, and introduce a new prohibition of driving at the southern entry point to the land owned by John Lewis.

It is also proposed to revoke a section of the existing motorcycle bay on Loch Street, and a section of P&D parking to accommodate the additional disabled parking bay.

The proposals are indicated on the plans below.

Implementation cost - nil

Estimated maintenance cost – £1000 every 5 years

Ward No (8) – George Street/Harbour

Elected Members – May/Morrison/Morrison

❖ **Shielhill Road** – Proposed 40mph speed limit

In order to support a Construction Consent for a proposed residential development a speed limit reduction from the national speed limit to a mandatory 40mph speed limit is required to maintain public safety in the vicinity of the new access.

The proposals are indicated on the plan below.

Implementation cost – nil

Estimated maintenance cost – £500 every 5 years

Ward No (2) – Bridge of Don

Elected Members – Jaffrey/Reynolds/Stuart/Young

❖ **St Peter Street** – Proposed “At any time” waiting restriction and proposed revocation of existing “At any time” waiting restriction.

In order to support a Construction Consent for a proposed student accommodation development “At any time” waiting restrictions are required to protect the newly formed access from parked vehicles and to maintain visibility.

It is also proposed to revoke a section of “At any time” waiting restriction on the south side of St Peter Street which, as a result of access to the First Bus headquarters now being taken off Advocate’s Road, is no longer required to protect access. The proposed revocation of some 40 metres of “At any time” waiting restriction will increase the on-street parking capacity by 8 cars.

The proposals are indicated on the plan below.

Implementation cost – nil

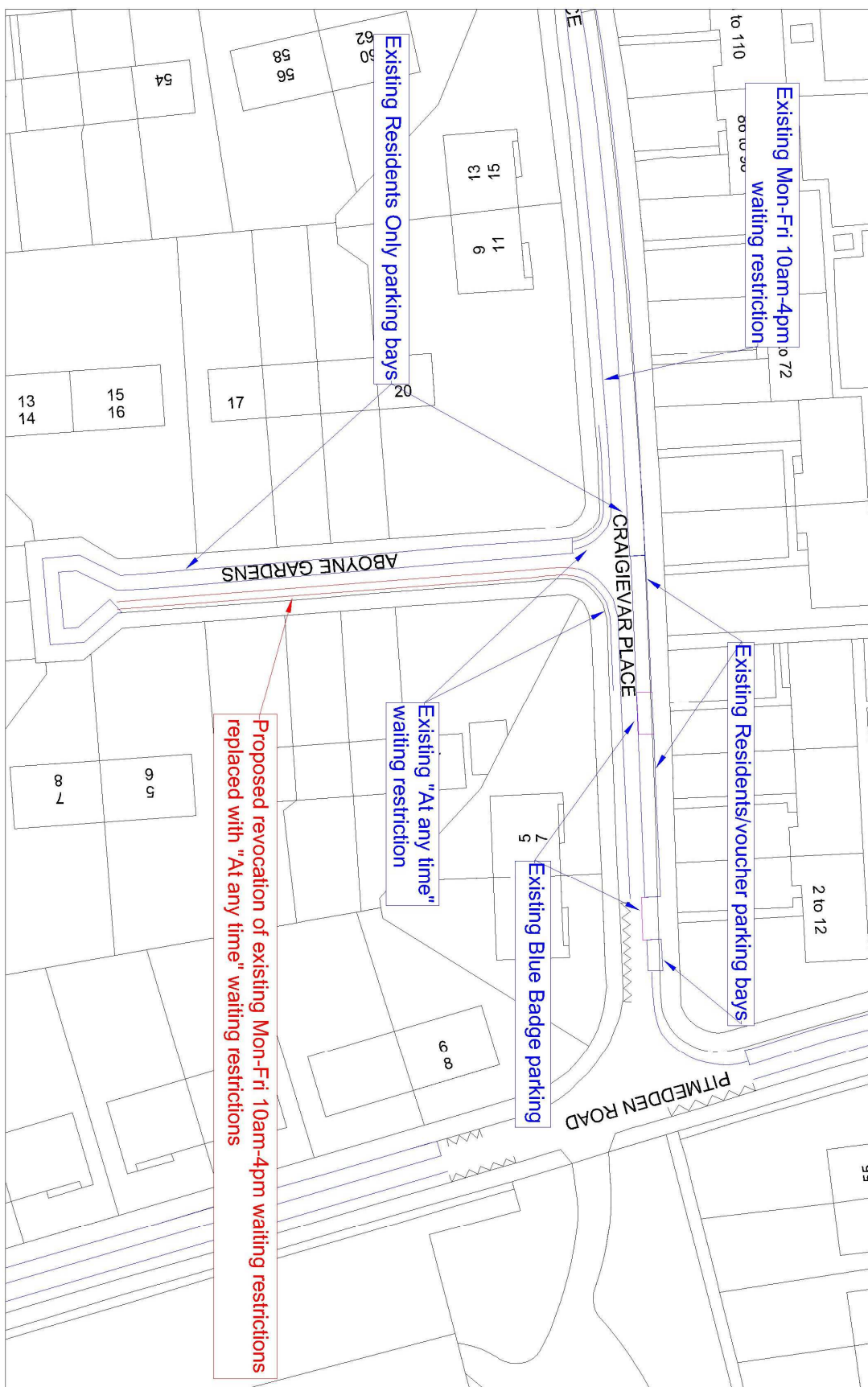
Estimated maintenance cost – £55 every 5 years

Ward No (8) – George Street/Harbour

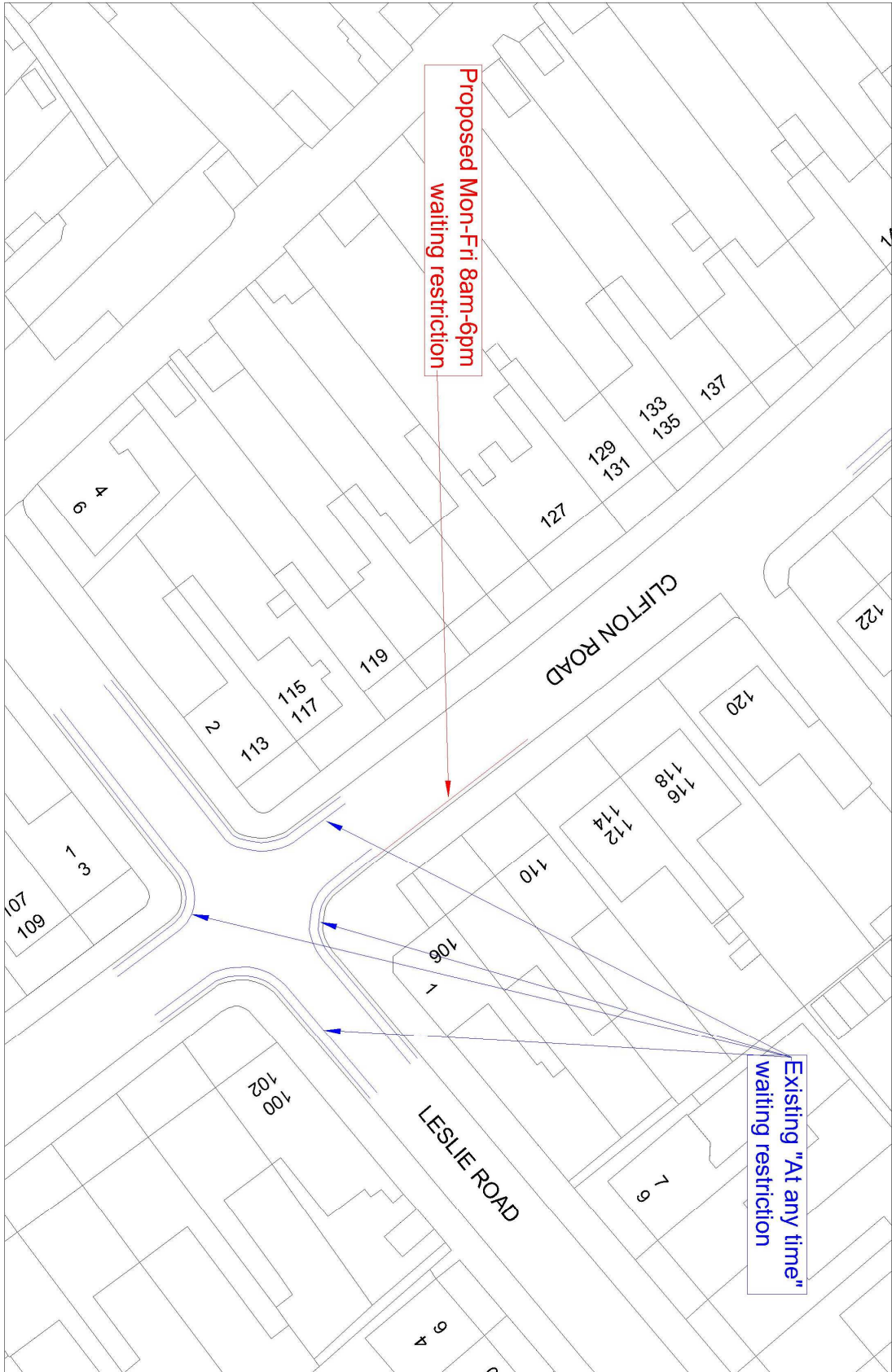
Elected Members – May/Morrison/Morrison

- **The following proposals will be funded from Cycling, Walking, Safer Streets budget**

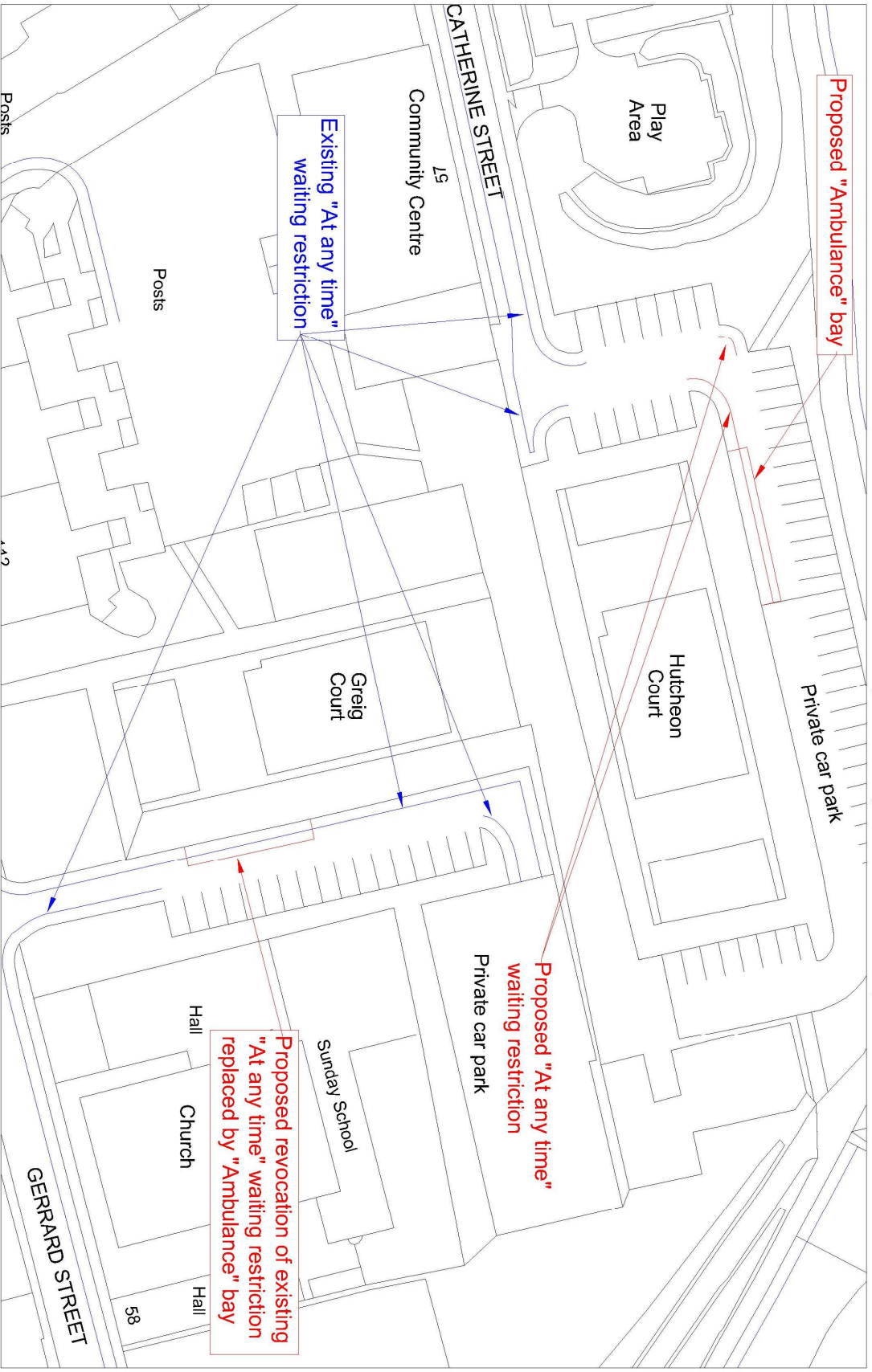
Aboyne Gardens - Proposed revocation of existing Mon-Fri 10am-4pm waiting restriction replaced by "At any time" waiting restriction



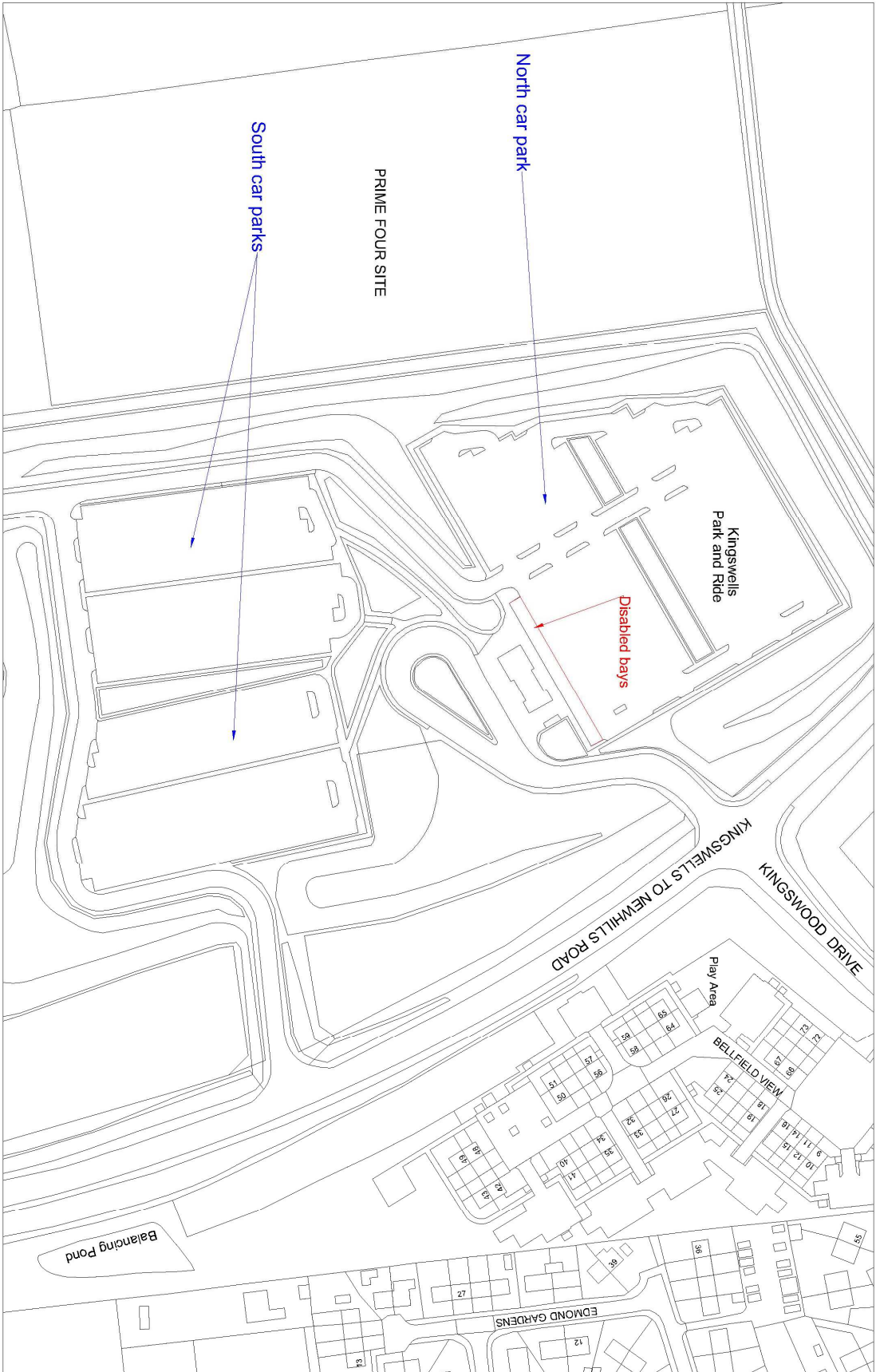
Clifton Road - Proposed Mon-Fri 8am-6pm waiting restriction



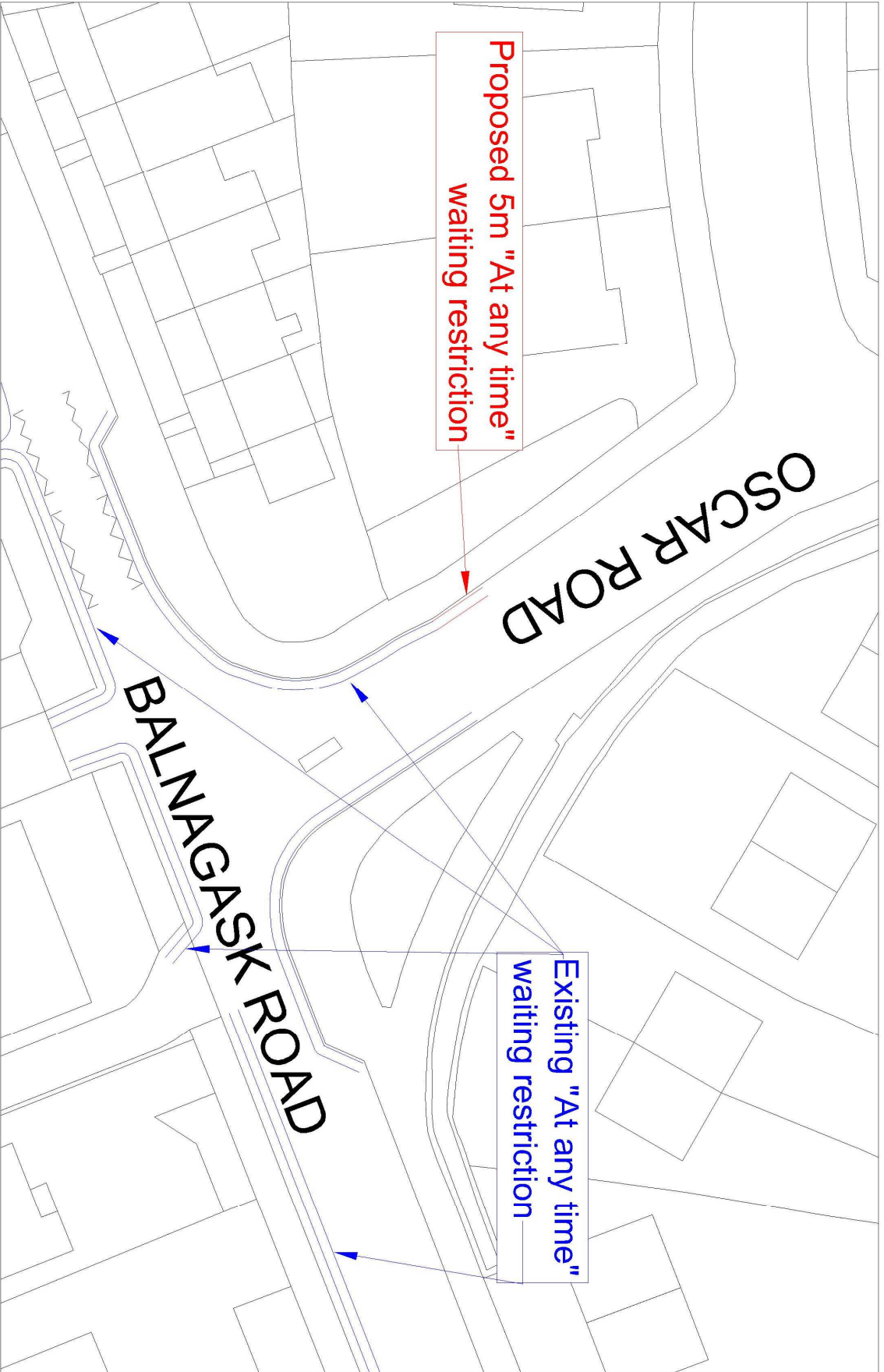
Hutcheon Court & Greig Court - Proposed ambulance bays and "At any time" waiting restrictions, and proposed revocation of existing "At any time" waiting restriction



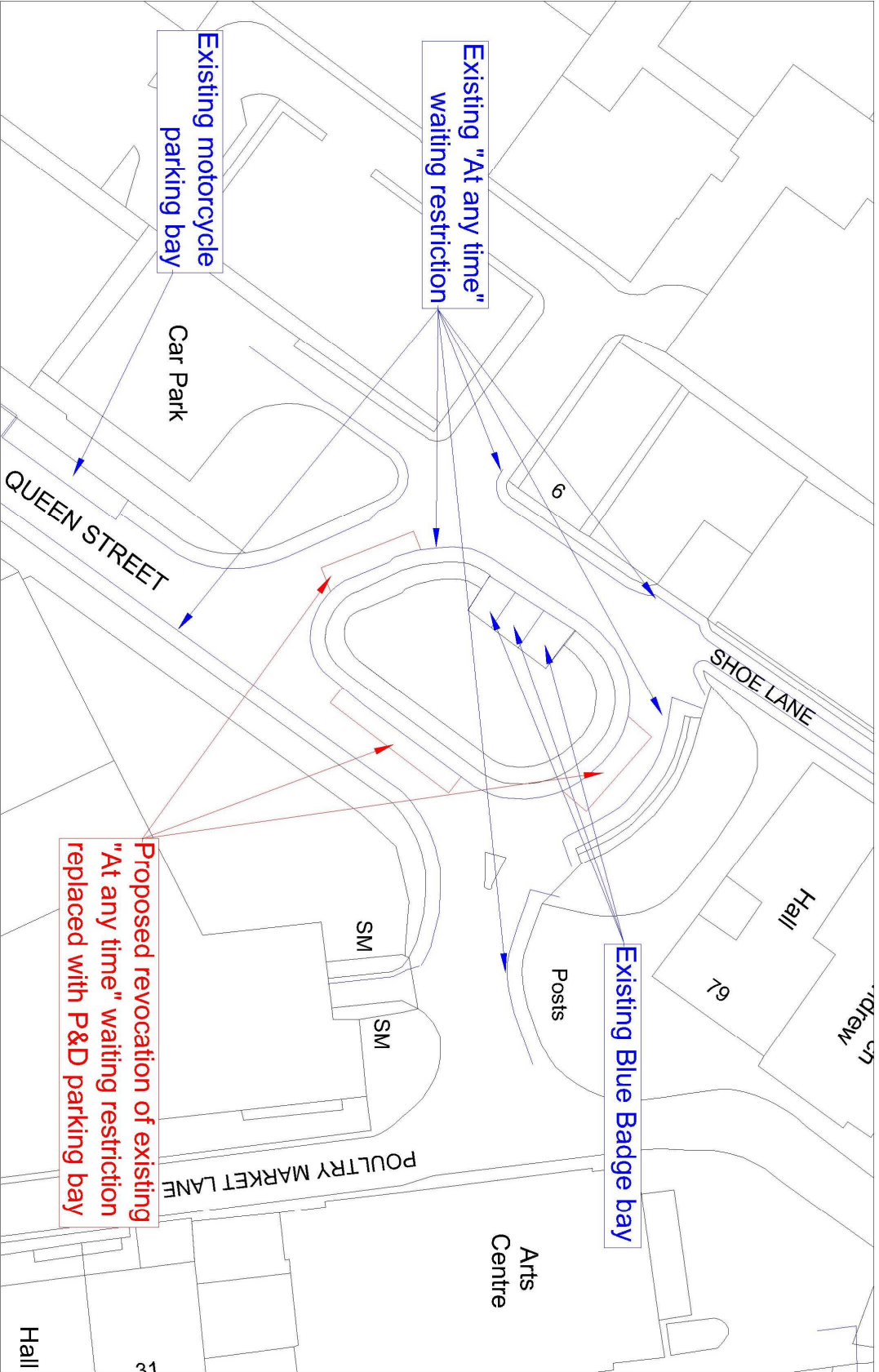
Kingswells Park & Ride - Proposed Park & Ride customers only restriction



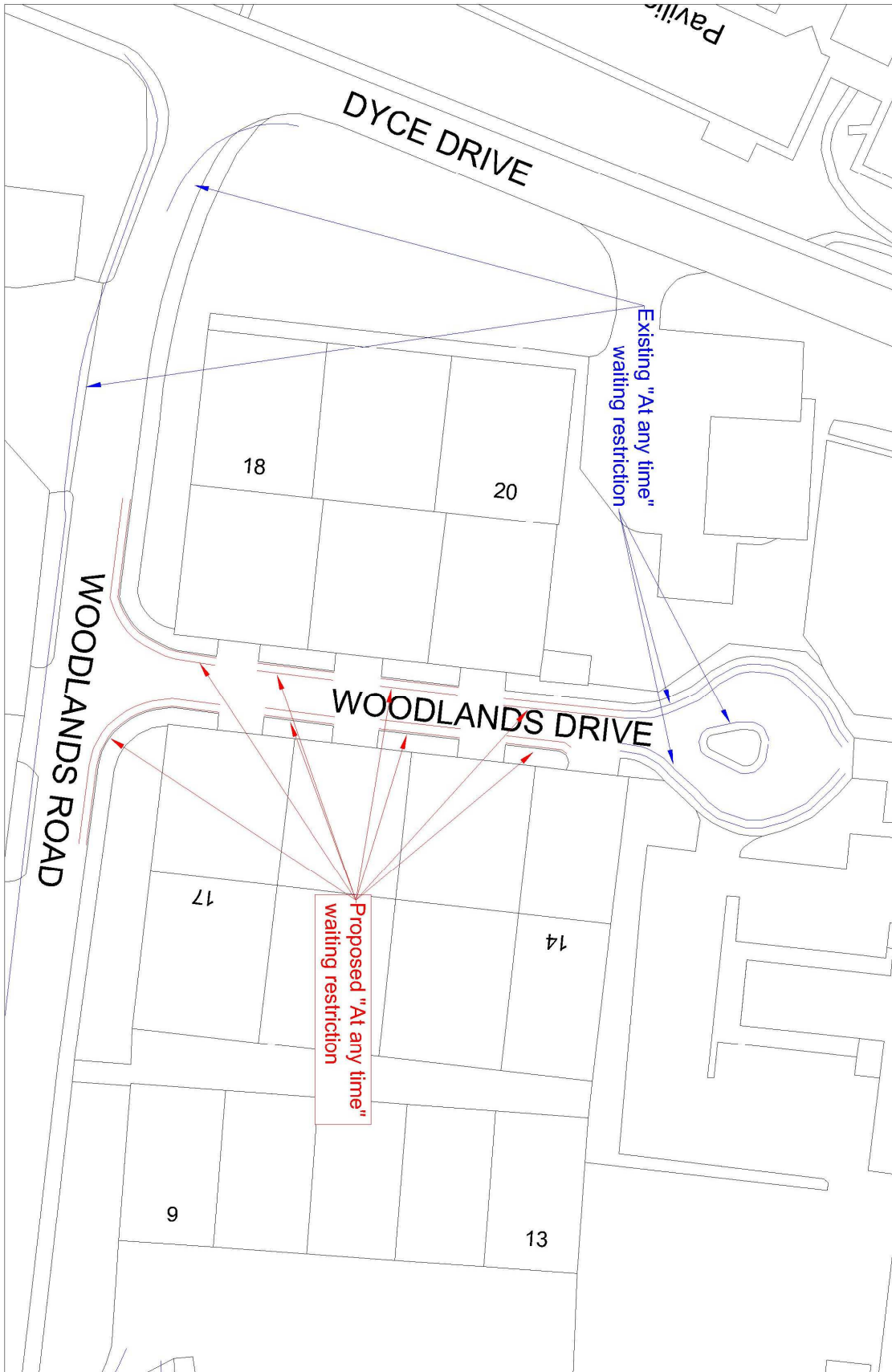
Oscar Road - Proposed 5m "At any time" waiting restriction



Queen Street/Shoe Lane - Proposed revocation of existing "At any time" waiting restriction replaced with P&D parking

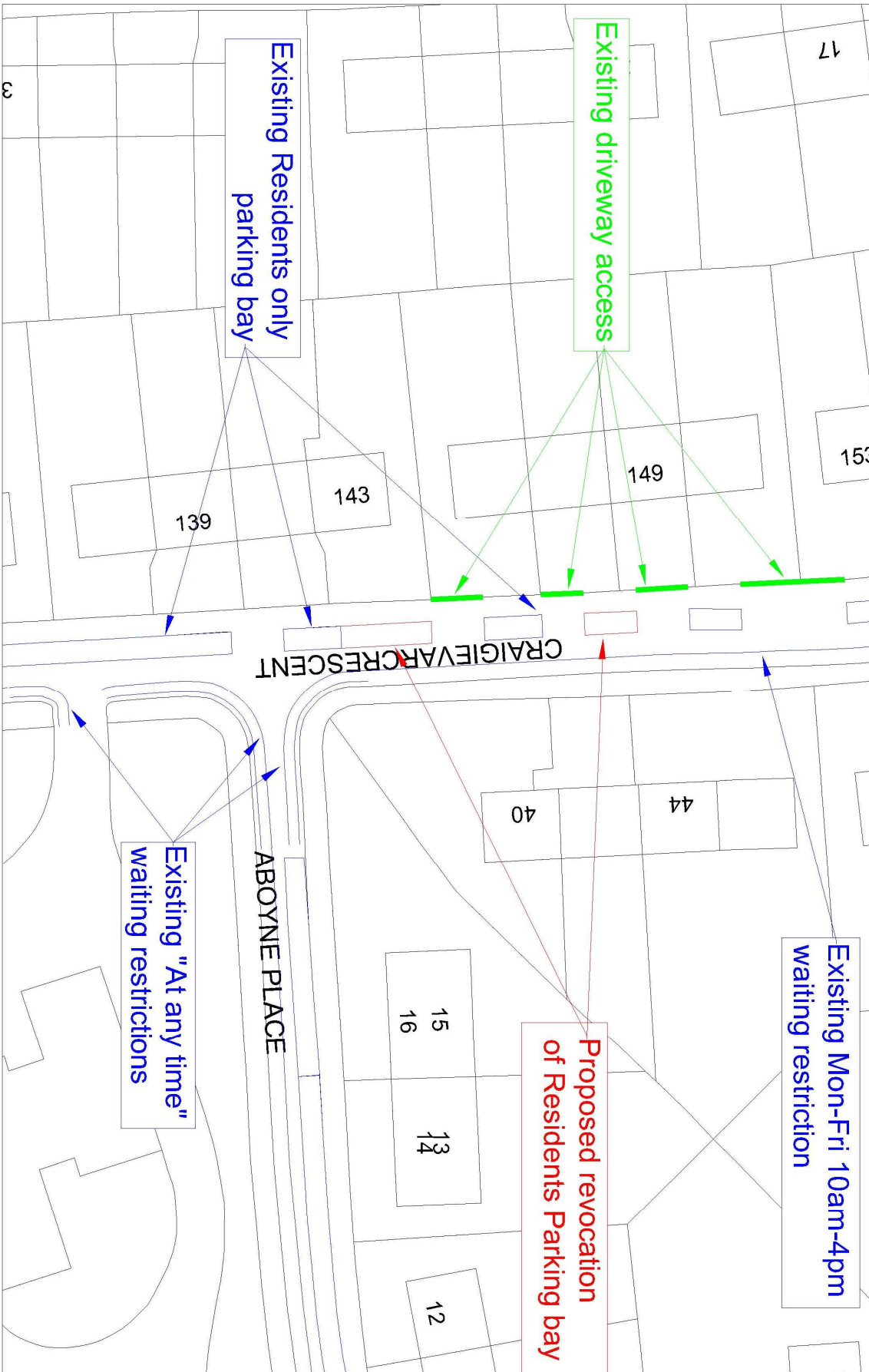


Woodlands Drive - Proposed "At any time" waiting restriction



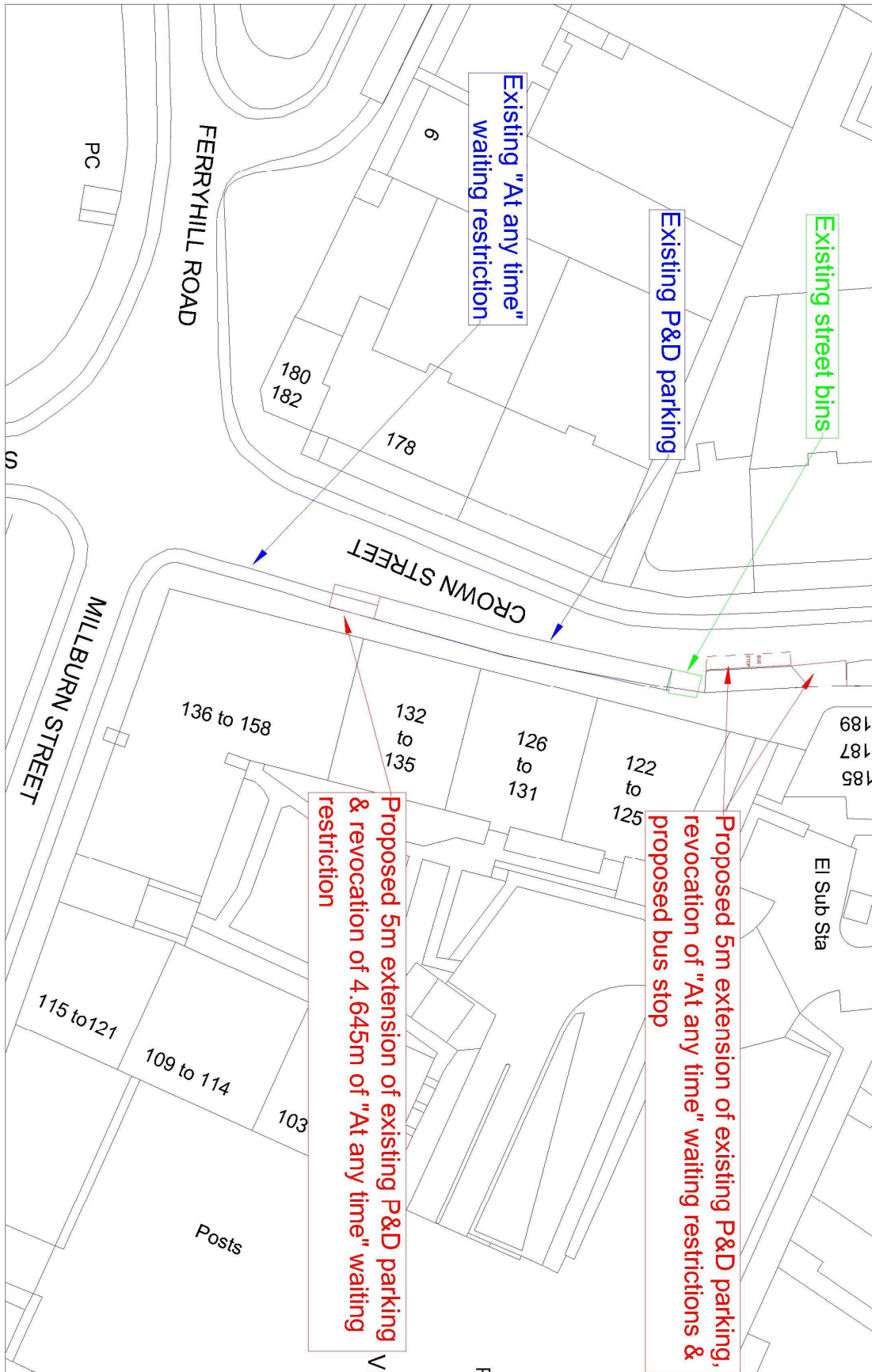
The following proposals will be funded by the applicant

Craigievar Crescent - Proposed revocation of Residents parking bays

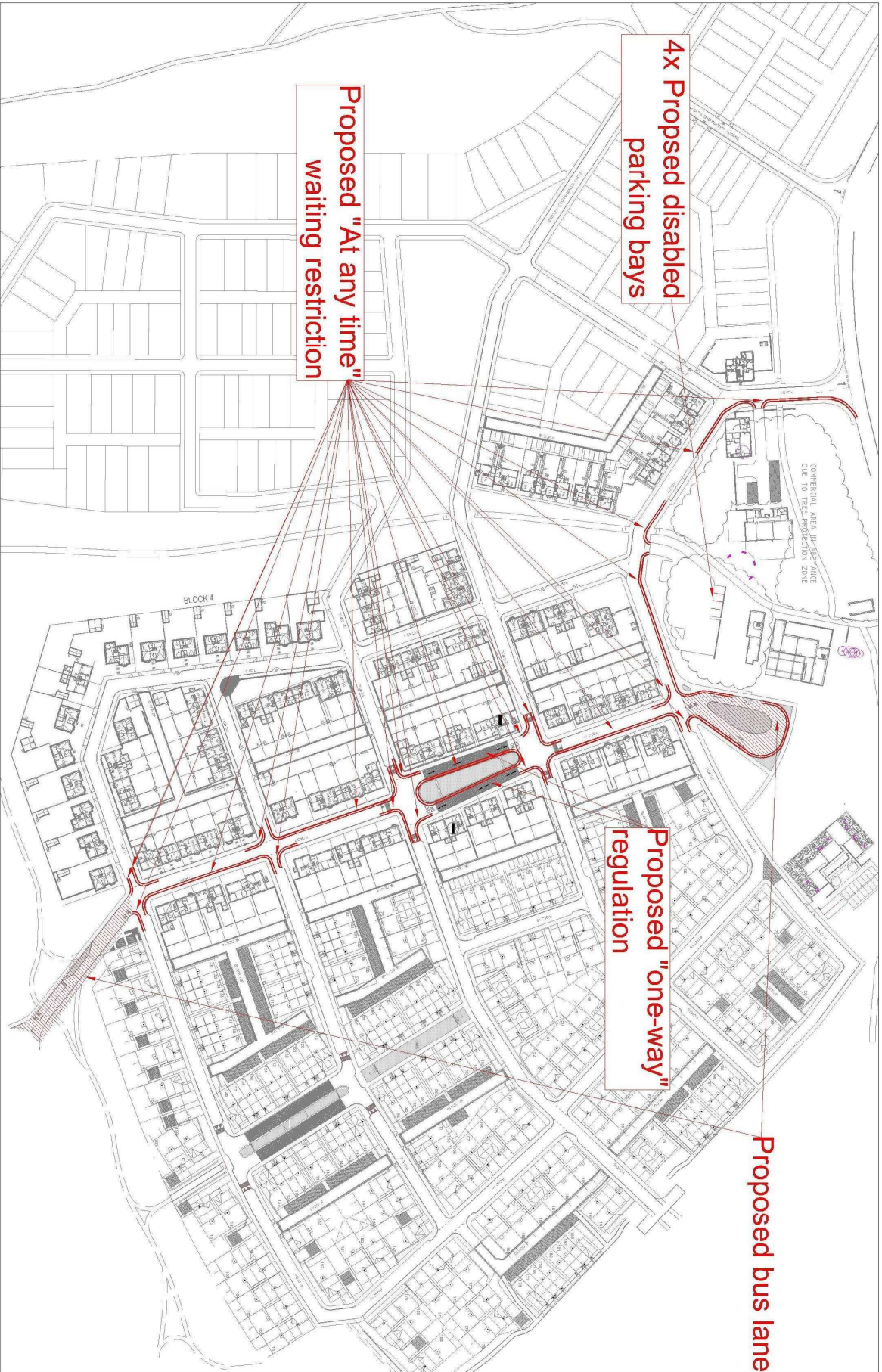


The following proposals will be funded by the developer

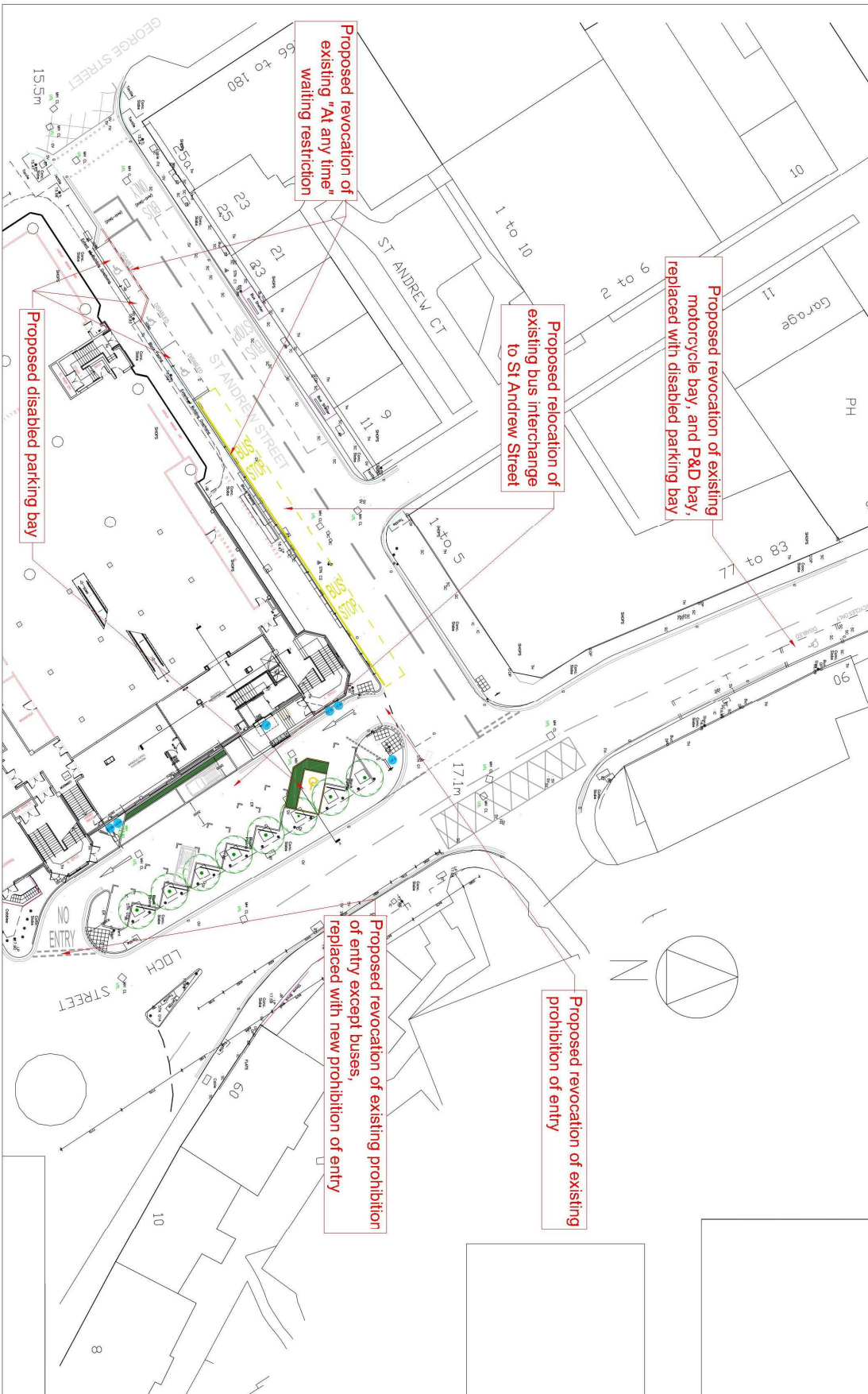
Crown Street - Proposed extension of existing P&D, revocation of "At any time waiting restrictions & proposed bus stop



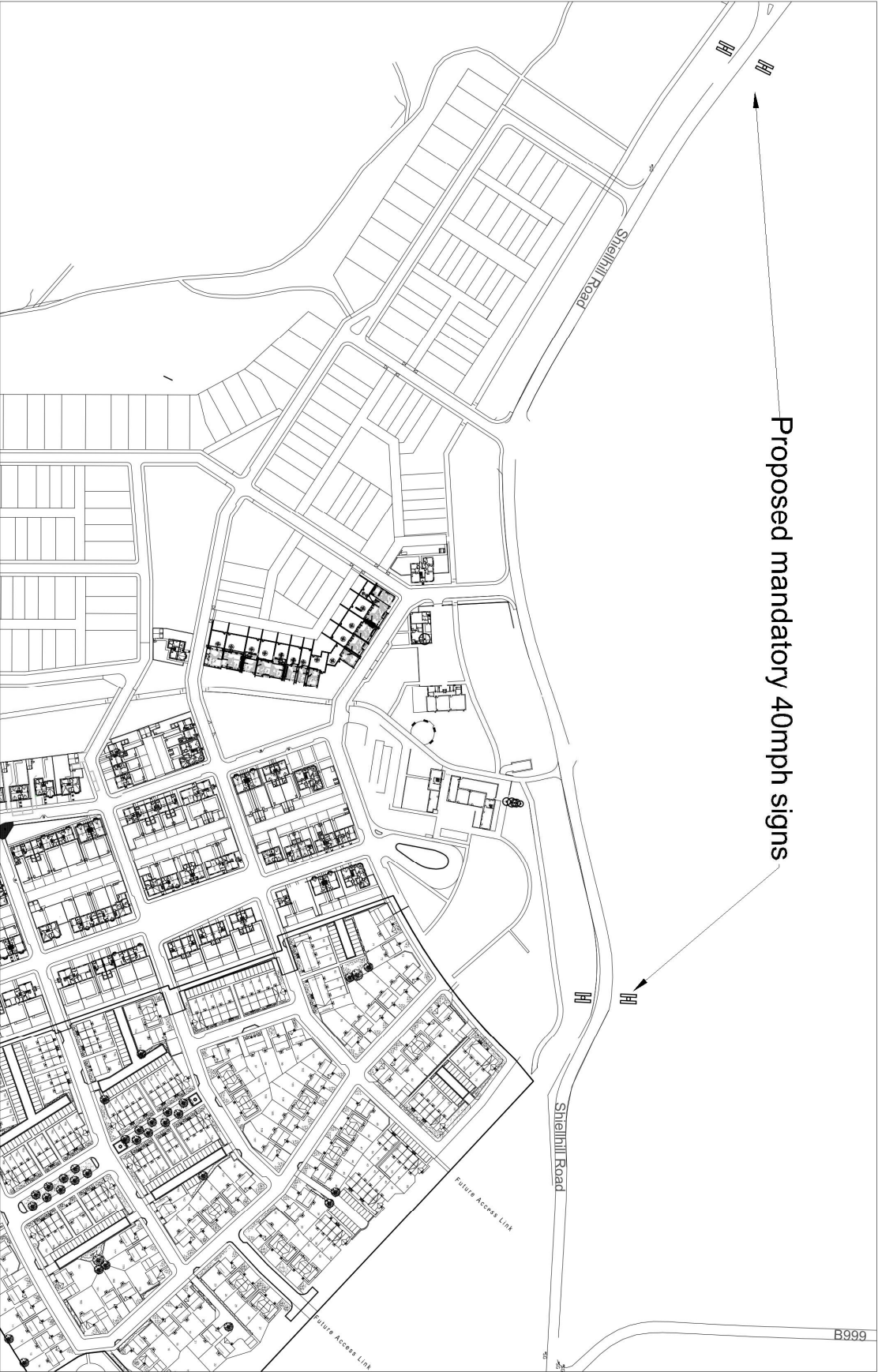
Dubford Development - Proposed "At any time" waiting restrictions, disabled parking bays, "one-way" regulation, and bus lanes



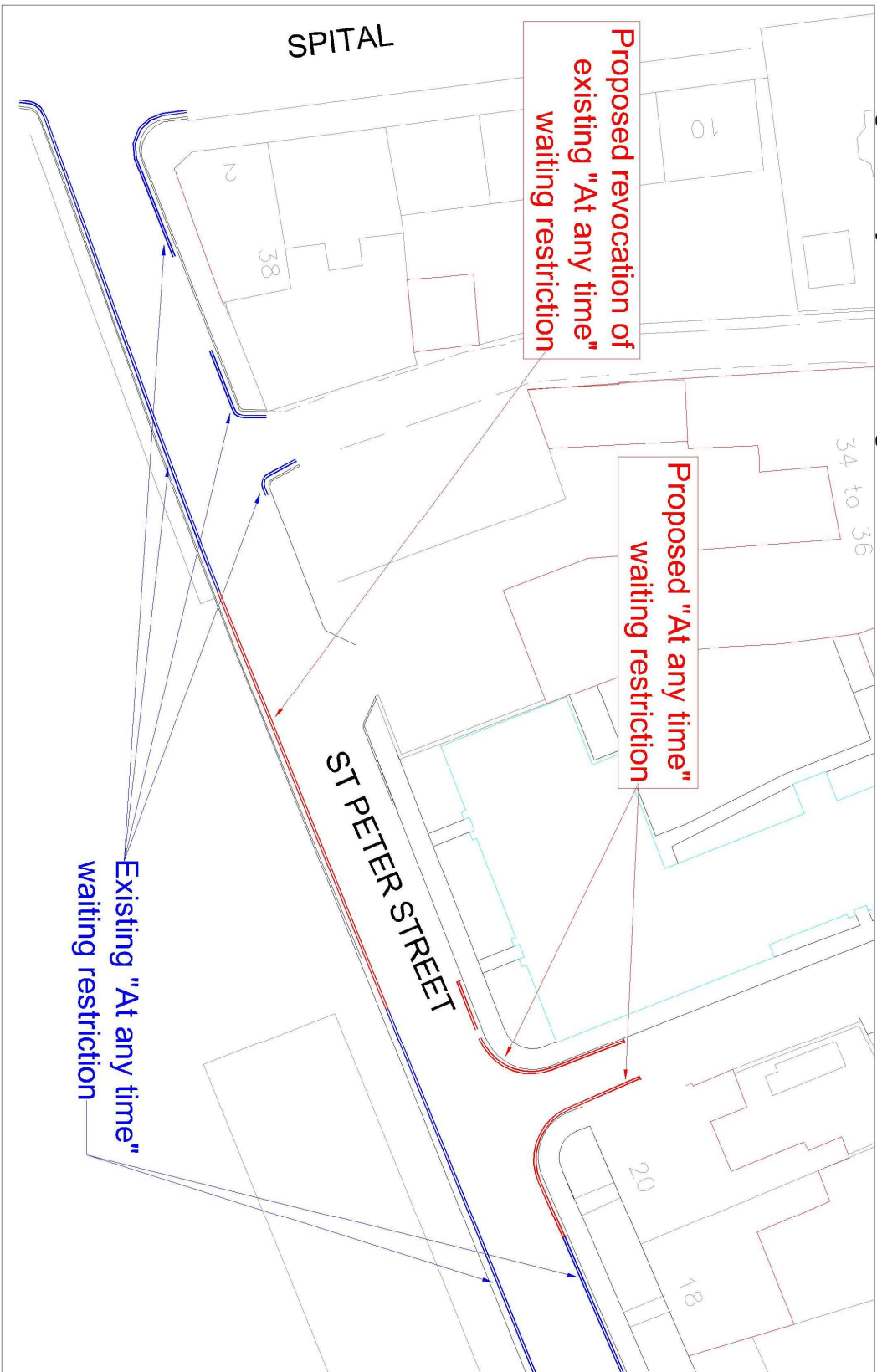
Loch Street/St Andrew Street - Proposed disabled parking bays, proposed prohibition of entry, revocation of existing "At any time" waiting restriction, revocation of existing prohibition of entry, revocation of existing motorcycle bay, and revocation of existing disabled parking bay



Shielhill Road - Proposed mandatory 40mph speed limit



St Peter Street - Proposed "At any time" waiting restriction and proposed revocation of existing "At any time" waiting restriction



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 – 10 spaces

16 Wood Street	390 Provost Rust Drive
87 Farquhar Road	1 Fernielea Road
34 Smithfield Drive	44 South Grampian Circle
Loch Street	26 Church Street, Woodside
202 Johnston Gardens North	294 Hilton Drive

Off-street parking – 20 spaces

11f Powis Crescent	Off-street car park associated with John Lewis accessed from St Andrew Street
Kingswells Park & Ride (15x spaces)	Bridge of Don Park & Ride (3x spaces)

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

8. REPORT AUTHOR DETAILS

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Engineering Assistant
adiansangu@aberdeencity.gov.uk
(01224) 538067

Consultees comments

Enterprise, Strategic Planning and Infrastructure Committee

Convener: Councillor Barney Crockett – emailed 19 September 2013

Vice Convener: Councillor Angela Taylor – emailed 19 September 2013

Council Officers

Councillor Gordon Townson - **emailed 19 September 2013**

Councillor Ian Yuill - **emailed 19 September 2013**

Councillor Andrew May - **emailed 19 September 2013**

Councillor Jean Morrison - **emailed 19 September 2013**

Councillor Nathan Morrison - **emailed 19 September 2013**

Councillor Yvonne Allan - **emailed 19 September 2013**

Councillor Graham Dickson - **emailed 19 September 2013**

Councillor Alan Donnelly - **emailed 19 September 2013**

Councillor James Kiddie - **emailed 19 September 2013**

Councillor Graeme Lawrence – **emailed 19 September 2013**

Councillor Neil MacGregor - **emailed 19 September 2013**

Councillor Gill Samarai - **emailed 19 September 2013**

Councillor Muriel Jaffrey - **emailed 19 September 2013**

Councillor John Reynolds - **emailed 19 September 2013**

Councillor Sandy Stuart - **emailed 19 September 2013**

Councillor Willie Young - **emailed 19 September 2013**

Councillor George Adam - **emailed 2 October 2013**

Councillor Kirsty Blackman - **emailed 2 October 2013**

Councillor Lesley Dunbar - **emailed 2 October 2013**

Councillor David Cameron – **emailed 25 October 2013**

Councillor Steve Delaney – **emailed 25 October 2013 – Commented re: Kingswells Park & Ride stating he is largely supportive of the proposal, but would also like to see legal force given to the disabled parking bays.**

Councillor Len Ironside – **emailed 25 October 2013**

Lorna Inglis, Secretary to Head of Finance - **emailed 19 September 2013 – replied with no comment**

Jane MacEachran, Head of Legal and Democratic Services, Corporate Governance - **emailed 19 September 2013**

Ciaran Monaghan, Head of Service, Office of Chief Executive - **emailed 19 September 2013**

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - **emailed 19 September 2013**

Hugh Murdoch, Head of Asset Management and Operations, Enterprise, Planning and Infrastructure - **emailed 19 September 2013**

Margaret Bochel, Head of Planning & Sustainable Development, Enterprise, Planning and Infrastructure - **emailed 19 September 2013 – Commented re: Shielhill Road suggesting consideration be given to increasing the extent of the speed limit zone further towards the existing B999 junction to control speeds before the s-bend.**

Commented re: Dubford Development suggesting consideration be given to permit taxis and private hire cars to utilise the bus lane from the existing Dubford Road bus turning circle to ensure a consistent approach with all other bus lanes is maintained.

Mike Cheyne, General Manager Operations, Enterprise, Planning and Infrastructure - **emailed 19 September 2013**

Neil Carnegie, Community Safety Manager, Housing and Environment - **emailed 19 September 2013**

Dave Young, Account Manager, Corporate Governance - **emailed 19 September 2013**

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	12 November 2013
DIRECTOR	Director of Enterprise, Planning & Infrastructure
TITLE OF REPORT	Traffic Orders at the Final Stage of the Statutory Process
REPORT NUMBER:	EPI/13/200

1. PURPOSE OF REPORT

This report deals with 13 traffic regulation 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 these proposals.

2. RECOMMENDATION(S)

It is recommended this Committee:-

- (i) in relation to The Aberdeen City Council (Trinity Street, Aberdeen) (Loading Bay) Order 201(X) overrule the objections received and approve this order be made as originally envisaged;
- (ii) 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 three traffic orders detailed at 5.1 through to 5.3 will be fully funded by developers/businesses.

The proposals contained in the two traffic orders detailed at 5.4 through to 5.5 will be funded by grant funding made available through the Scottish Government 'Air Quality Action Plan'.

The proposals contained in the traffic order detailed at 5.6 will be funded by NESTRANS.

The proposals contained in the traffic order detailed at 5.7 will be fully funded through the Disabled Parking revenue budget.

The proposals contained in the four traffic orders detailed at 5.8 and 5.12 will be fully funded through the Cycling, Walking, Safer Streets budget.

The proposal contained in the traffic order detailed at 5.13 corrects a discrepancy in a historical Traffic Order and accordingly there is no associated financial implication as the relevant measures are already on the ground.

4. OTHER IMPLICATIONS

There are no other implications worthy of being identified in the abstract here.

5. BACKGROUND/MAIN ISSUES

This section has been sub-divided into sub-sections corresponding to the twelve orders under consideration.

5.1 The Aberdeen City Council (Trinity Street, Aberdeen) (Loading Bay) Order 201(X)

5.1.1 The above proposal is subject to five statutory objections. To set the background, planning consent has been given to convert the property at 54 Guild Street, formerly functioning as a Public House, the 'Criterion Bar', to a retail unit. The prospective occupier is a national supermarket business that would run the unit as a grocery convenience store. In order to service the store with deliveries it is proposed to install a length of loading bay on Trinity Street that would allow goods vehicles to park at the rear of the store. The loading bay would function between the hours of 8am and 10am, Monday to Saturday. Its length would encompass an area that is partly regulated by a current prohibition of waiting at any time and a length that provides 'pay & display' parking. While a length of 'Pay & Display' bay, that could serve two cars currently, would be lost for two hours in the morning, there would be an overall gain of parking for two cars for the rest of the day with the extension to the existing marked bay created by the loading area. For clarity, a plan indicating the extent of the proposal is highlighted in Appendix 2.

The five objections to this proposal all highlight a similar theme that is disappointment, given the pressures on parking in this area, further spaces will be lost, thereby exacerbating current difficulties for local residents seeking to park vehicles in the near vicinity of their properties. (For detail, the objections received to this proposal are contained within Appendix 3)

- 5.1.2 In response, it is well recognised there is pressure on parking in this area. Indeed, a survey in 2012 highlighted there were 118 available 'pay & display' parking spaces available in Zone F, of which Trinity Street is a part, while 187 residential parking permits had been issued. In this respect, on-street traffic management must be considered in terms of both residents and businesses in the area, and how to strike a balance that allows business to operate efficiently, yet still retains the amenity of on-street parking for local residents and visitors.

When considering Trinity Street, it is appreciated there will be disappointment that capacity for two parked cars is being lost for the two hour period between 8am and 10am, Monday to Saturday. However the introduction of the loading bay will create a further two parking spaces when the bay is not in operation. Also of note, is the imminent change of two existing loading bays, one on Stirling Street, the other on Exchange Street, to 'pay & display' parking. The conversion of these bays, in the near vicinity of Trinity Street, that currently operate Monday to Saturday, 8am to 6pm, will allow an additional four cars to park in this area. In conclusion, these changes in tandem with the creation of two additional spaces on Trinity Street, outside the operating hours of the proposed loading bay, more than offset the temporary loss of parking as a result of this proposal.

Given the aforementioned, it is recommended the objections to this order be overruled and the order be implemented as originally envisaged.

5.2 The Aberdeen City Council (Church Street, Footdee, Aberdeen) (Prohibition of Waiting) Order 201(X)

- 5.2.1 No statutory objections have been received.

5.3 The Aberdeen City Council (Hilton Avenue, Aberdeen) (Revocation of No Stopping at a School Entrance) Order 201(X)

- 5.3.1 No statutory objections have been received.

5.4 The Aberdeen City Council (Marischal Street, Aberdeen) (On-Street Car Club Parking Spaces) Order 201(X)

- 5.4.1 No statutory objections have been received.

5.5 The Aberdeen City Council (Golden Square, Aberdeen) (On-Street Car Club Parking Space) Order 201(X)

- 5.5.1 No statutory objections have been received.

5.6 The Aberdeen City Council (Access Road and Turning Circle located off the east side of Foinavon Close, Dyce, Aberdeen) (Prohibition of Entry and Waiting Restrictions) Order 201(X)

5.6.1 No statutory objections have been received.

5.7 The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen) (Regulatory Parking Places) (No 4) order 201(X)

5.7.1 No statutory objections have been received.

5.8 The Aberdeen City Council (Charleston Road, Cove, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.8.1 No statutory objections have been received.

5.9 The Aberdeen City Council (Provost Graham Avenue Area, Hazlehead, Aberdeen) (Traffic Management) Order 201(X)

5.9.1 No statutory objections have been received.

5.10 The Aberdeen City Council (Riverside Drive, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.10.1 No statutory objections have been received.

5.11 The Aberdeen City Council (Church Street, Footdee, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.11.1 No statutory objections have been received.

5.12 The Aberdeen City Council (Craigshaw Place, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.12.1 No statutory objections have been received.

5.13 The Aberdeen City Council (Leaside Road, Aberdeen) (Traffic Management) (Consolidation) Order 201(X)

5.13.1 No statutory objections have been received.

6. SERVICE AND IMPACT

Section 5 above – and also the public notices attached – will allow members to consider the possible impact on communities compared with the intended virtue of the original proposals.

7. BACKGROUND PAPERS

Various small scale traffic management and development associated proposals (New Works) – Enterprise, Planning & Infrastructure 21 May 2013. Web link: -

http://committees.aberdeencity.gov.uk/documents/s26241/EPI_13_084%20Final%20-%20Various%20Small%20Scale%20Developer%20New%20Schemes.pdf

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
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(01224) 538069

Appendix 1

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (TRINITY STREET, ABERDEEN) (LOADING BAY) 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 loading bay for use by goods vehicles only on Trinity Street, Aberdeen. The loading bay will function Monday to Saturday, between the hours of 8am and 10am; thereafter the bay will function as a 'pay & display' facility from Monday to Saturday, between the hours of 10am and 8pm; and on a Sunday between the hours of 1pm and 5pm. The extent of the loading bay 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 from 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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

South side, from a point 8 metres north-east of its junction with Carmelite Street, north-eastwards for a distance of 18 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(CHURCH STREET, FOOTDEE, 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 certain length of prohibition of waiting at any time on Church Street, Footdee, Aberdeen. The extent of this restriction is highlighted in the schedule below; it should be noted the extent indicated includes a length of existing prohibition of waiting at any time.

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 2 October, 2013, to 22 October, 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.

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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

West side, from its junction with Waterloo Quay, northwards for a distance of 68 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(HILTON AVENUE, ABERDEEN) (REVOCATION OF NO STOPPING AT A
SCHOOL ENTRANCE) 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 revoke the prohibition of stopping at a school entrance on the north side of Hilton Avenue that was associated with the now defunct Hilton Nursery School.

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 2 October, 2013, to 22 October, 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.

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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
(MARISCHAL STREET, ABERDEEN) (ON-STREET CAR CLUB PARKING
SPACES) 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 on-street car club parking spaces on Marischal Street, Aberdeen. The aforementioned parking places will replace an existing length of prohibition of waiting at any time.

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 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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

West side, from 43 metres south of its junction with Castle Street, south-eastwards for a distance of 12 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(GOLDEN SQUARE, ABERDEEN) (ON-STREET CAR CLUB PARKING
SPACE) 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 single on-street car club parking space on Golden Square, Aberdeen. An existing car club parking place located on South Silver Street will be revoked and the length of road made available for 'pay & display' parking.

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 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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

North side, from 2.5 metres east of its junction with South Silver Street, eastwards for a distance of 2.5 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(ACCESS ROAD AND TURNING CIRCLE LOCATED OFF THE EAST SIDE
OF FOINAVON CLOSE, DYCE, ABERDEEN) (PROHIBITION OF ENTRY
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, with the exception of buses and pedal cycles, to introduce a 'no entry' for vehicular traffic to the new access road and turning circle. The purpose of this new road, when established, is to serve as a pick up/drop off facility for buses serving Dyce Railway Station. A prohibition of waiting at any time would also be established on this new road.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays from 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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 (DISABLED PERSONS' PARKING PLACES IN ABERDEEN)
(REGULATORY PARKING PLACES) (NO 4) ORDER 201(X)**

Aberdeen City Council proposes to make "The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen) (Regulatory Parking Places) (No 4) 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 2 October, 2013, to 22 October, 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 in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 2 October, 2013, until 22 October, 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

Coronation Road; Covenanters Drive; Craigievar Place; Deansloch Terrace; Deevale Terrace; Findhorn Place; Forbesfield Road (2); Fowler Avenue; Froghall Road; Hillocks Way; Holburn Street; Mastrick Drive; North Anderson Drive; Old Croft Place; School Drive; Seafield Drive West; Taransay Crescent; Provost Graham Avenue; Woodend Drive.

Off-Street

Castleton Drive; Fairley Road; Piries Court; Rose House off Hazlehead Road; Taransay Crescent

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(CHARLESTON ROAD, COVE, 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 certain length of prohibition of waiting at any time on Charleston Road, Cove , Aberdeen, as indicated 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 from 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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

East side, from its northern junction with the Access Road serving Charleston School, southwards to its southern junction with the Access Road serving Charleston School.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(PROVOST GRAHAM AVENUE AREA, HAZLEHEAD, ABERDEEN) (TRAFFIC
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 establish a range of traffic management measures on Provost Graham Avenue, Aberdeen, all as shown in the schedule below (where the nature of the measure in each case is also indicated). A certain length of prohibition of waiting at any time would also be revoked on the access road (off Hazlehead Crescent) leading to the Car Park to the rear of property nos. 2-20 Provost Graham Avenue.

Full details of these proposals 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 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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

Prohibition of waiting at any time – Provost Graham Avenue, south side from a point 89 metres west of its eastern junction with Hazlehead Crescent, westwards for a distance of 5 metres.

No stopping on 'School Keep Clear' road marking - Provost Graham Avenue, south side from a point 49 metres west of its eastern junction with Hazlehead Crescent, westwards for a distance of 40 metres.

Prohibition of waiting, Mon-Fri, 8am-4pm - Provost Graham Avenue, north side from a point 51 metres west of its eastern junction with Hazlehead Crescent, westwards for a distance of 60 metres.

Revocation of prohibition of waiting at any time – Access Road leading to the car park at the rear of property nos. 2 to 20 Provost Graham Avenue, south side, from a point 10 metres west of its junction with Hazlehead Crescent, westwards for a distance of 15 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(RIVERSIDE DRIVE, 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 certain lengths of prohibition of waiting at any time on Riverside Drive, Aberdeen, while also restating certain lengths of existing prohibition of waiting at any time. The extent of these restrictions is indicated 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 from 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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

North side, from its junction with Great Southern Road to its junction with South College Street.

South side, from its junction with Riverside Drive eastwards for a distance of 604 metres.

East side, from its junction with Queen Elizabeth Bridge southwards for a distance of 260 metres.

East side, from a point 149 metres south of its junction with Polmuir Road, southwards for a distance of 170 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(CHURCH STREET, FOOTDEE, 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 certain length of prohibition of waiting at any time on Church Street, Footdee, Aberdeen. The extent of this restriction is highlighted in the schedule below; it should be noted the extent indicated includes a length of existing prohibition of waiting at any time.

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 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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

West side, from its junction with Waterloo Quay, northwards for a distance of 68 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL
(CRAIGSHAW PLACE, 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 at any time throughout Craigshaw Place, Aberdeen.

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 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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 (LEADSIDE ROAD, ABERDEEN) (TRAFFIC MANAGEMENT)(CONSOLIDATION) 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 consolidate the existing range of traffic management measures on Leadsid Road, Aberdeen, all as shown in the schedule below (where the nature of the measure in each case is also indicated).

Full details of these restrictions 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 2 October, 2013, to 22 October, 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 during the statutory objection period which also runs from 2 October, 2013, to 22 October, 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

Prohibition of waiting at any time - North side, from its junction with Esslemont Avenue, eastwards for a distance of 12 metres; North side, from its junction with Short Loanings, westwards for a distance of 14 metres; North side, from its junction with Short Loanings, eastwards for a distance of 14 metres; North side, from its junction with Richmond Street, westwards for a distance of 71 metres; North side, from its junction with Richmond Street, eastwards for a distance of 15 metres; North side, from 29 metres east of its junction with Richmond Street, eastwards for a distance of 8 metres; North side, from its junction with South Mount Street, westwards for a distance of 15 metres; South side, from its junction with Esslemont Avenue, eastwards for a distance of 15 metres; South side, from a point 106 metres east of its junction with Esslemont Avenue, eastwards for a distance of 32 metres; South side, from a point 120 metres west of its junction with South Mount Street, westwards for a distance of 23 metres; South side, from its junction with South Mount Street, westwards for a distance of 15 metres.

Prohibition of waiting, Mon-Sat, 8am-6pm – South side, from a point 104 metres west of its junction with South Mount Street, westwards for a distance of 17 metres; South side, from a point 143 metres west of its junction with South Mount Street, westwards for a distance of 11 metres; South side, from 67 metres east of its junction with Esslemont Avenue, eastwards for a distance of 39 metres; North side, from a point 12 metres east of its junction with Esslemont Avenue, eastwards for a distance of 33 metres.

Permit Holders or 'Pay & Display' Parking, Mon-Sat, 8am-8pm (Max. Stay 3 hours) – North side, from a point 14 metres east of its junction with Short Loanings, eastwards for a distance of 60 metres; North side, from 15 metres west of its junction with South Mount Street, westwards for a distance of 14 metres; North side, from 11 metres east of its junction with Richmond Street, eastwards for a distance of 11 metres; South side, from a point 21 metres west of its junction with South Mount Street, westwards for a distance of 48 metres; South side, from a point 77 metres west of its junction with South Mount Street, westwards for a distance of 26 metres; South side, from a point 15 metres east of its junction with Esslemont Avenue, eastwards for a distance of 52 metres.

Disabled Parking Places – North side, from a point 22 metres east of its junction with Richmond Street, eastwards for a distance of 7 metres; South side, from a point 15 metres west of its junction with South Mount Street, westwards for a distance of 7 metres.

Appendix 3

Graeme McKenzie

From: David Smith <
Sent: 07 October 2013 12:27
To: TrafficManagement
Subject: Trinity Street - Order 201

It has come to my attention that you intend to introduce a further restriction to the parking on Trinity Street by creating a loading bay, consuming six parking bays, for use by Sainsburys between the hours of 08.00 and 10.00 Monday to Saturday. As a local resident I would to register an objection to this proposal;

- Firstly, it was never declared on the original planning application that Sainsburys would be taking any part of the of the Street, used for parking, as a loading area causing further restriction to the ones already in existence.
- Secondly, despite the fact that having a residence permit does not guarantee a parking space, when the current parking restriction cease in the evenings and all the out of town revellers, most of whom will go home to unrestricted parking outside their own homes, come in and use all the now free parking spaces, which ought to revert to resident parking only outside the controlled period, instead of the local car parks it makes it virtually impossible for the residence to find a parking space that will not become liable to a parking fine after 08.00 the following morning. Therefore, if Sainsburys commandeer these six spaces for two hours every morning it further reduces the number of spaces the residence can use unless they can guarantee vacating the spot before 08.00.

Mr David Smith
Flat 10
52 Guild Street
Aberdeen
AB11 6NB

Graeme McKenzie

From: Irene McLean <irene@irene-mclean.co.uk>
Sent: 07 October 2013 20:12
To: TrafficManagement
Subject: Trinity Street - Order 201 (X)

Hi

I noticed on a sign yesterday that that you intend to introduce a further restriction to the parking on Trinity Street by creating a loading bay, using six parking bays, for use between the hours of 08.00 and 10.00 Monday to Saturday. As a local owner I would like to register an objection to this proposal as it is difficult enough to find a parking space in the few streets that are included in the permit. I pay £80.00 a year for a parking permit, which I understand does not guarantee a car parking space, but it is rather frustrating going round the various streets in search of a space and 6 less spaces will not help the situation. The parking is difficult enough in the city centre because of the amount of people that take advantage of the free parking after the meters stop being in operation so this will not help.

I received planning notices regarding the change of use to the premises below my flat to Sainsburys but it never mentioned the area would lose parking places. Even received notice for the work to the pavements outside, but if I hadn't taken the time to read the notice on the street I wouldn't be aware of this proposal, so not sure why a letter wasn't sent to the local residents.

I hope you will reconsider this as loading could happen in front of the pub at the other side of Trinity Street where you are not allowed to park at the moment so wouldn't cause problems for local residents.

Regards

Irene McLean
Flat 10
52 Guild Street
Aberdeen
AB11 6NB

Graeme McKenzie

From: RELF, David (WGPSN) <David.RELF@scot.nhs.uk>
Sent: 08 October 2013 08:53
To: TrafficManagement
Subject: Proposed Trinity Street loading bays

Good morning

I object to creating loading bays in Trinity Street on the grounds that there is very little parking for residents in the area.

By removing six parking bays, this would put additional burden on residents who have cars. We would have to pay for a parking permit with no guarantee of being able to park.

Over the years the council have give permission for commercial property in the Merchant Quarter to be converted into flats with no additional provision for those who need a car.

I also fail to see why a large loading bay is required in Trinity Street as there is little or no commercial property there.

Regards

Dave Reff

Flat 17
52 Guild Street Aberdeen AB11 6NB

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Graeme McKenzie

From: Rory Donnelly <rory.donnelly@aberdeen.gov.uk>
Sent: 08 October 2013 16:41
To: TrafficManagement
Subject: Parking on TRINITY STREET ABERDEEN

Dear Traffic people,

I have been told that you are planning to introduce new parking restrictions on Trinity street, with six parking spaces being used as a loading area between 8am and 10pm.

In the past two years the amount of flats round this area have doubled, parking permit cost have doubled and the parking halved due to new loading areas. This just does not add up.

I would like to make an objection to this plan.

RORY DONNELLY
FLAT 7
52 GUILD STREET
AB11 6NB

Sent from my iPad

Graeme McKenzie

From:
Sent: 15 October 2013 22:23
To: TrafficManagement
Subject: Trinity street parking restrictions objection
Attachments: ATT90894.vwf

I am writing in connection with a sign posted which stated that it is intended to introduce a further restriction to the parking on Trinity Street by creating a loading bay, using six parking bays, for use between the hours of 08.00 and 10.00 Monday to Saturday.

I own a flat on Guild street and parking is already very restrictive in this area. Daytime parking is a real issue already, this is particularly important for tradesmen and deliveries to our flat. I must therefore strongly object to this proposal which will remove a significant number of potential parking spaces.

Regards,
Brian Ferguson
Flat 19
52 Guild street

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Obstructions – Commercial Waste Bins
REPORT NUMBER:	EPI/13/161

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) Approve the proposed charge of £500 for monitoring, uplift, storage, and return or destruction of commercial waste bins.
- (ii) Instruct officers to write to businesses advising of the decision and to advise them of the implementation date of 2 June 2014

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 9th 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 1st 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 A recent consultation response from colleagues in planning has highlighted that there is soon to be introduced SEPA regulations regarding recycling of commercial waste. The forthcoming change in the regulations for commercial waste management will increase the number of bins that will be required by individual premises and has the potential to intensify the present problems on street
- 5.7 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.
- 5.8 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.
- 5.9 In line with the current policy it 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.

- 5.10 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.
- 5.11 For the enforcement service to be self funding it is considered that a revised set of costs be introduced and in this respect 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.
- 5.12 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.
- 5.13 Following the previous meeting of this committee when the original report was deferred, officers presented the report and the original recommendations to Aberdeen Inspired Board meeting in September. To date no response has been received.
- 5.14 Similarly there have been ongoing discussions with various service managers on the operational implications of the increased charges. Officers from Planning & Sustainable Development are supportive of action to remove waste bins from the street as it would improve the environment for pedestrians. However they highlighted the waste regulations with respect to the recycling of commercial waste have been noted and the way in which this will be managed under the current policy. Officers from Waste and Environmental Health raised a number of issues regarding the application of the currently approved policy and how it potentially conflicts with differing service legislative functions. As the main thrust of the report is to address the recovery of costs and a simple charging structure the concerns are primarily operational as there is no proposal to change the existing policy.

5.15 It is important the Council is in a position to ensure that continued obstructions are dealt with and not all of the businesses currently using the public road to store their waste bins are food related. In some cases businesses will need to review their current arrangements and put in place collection frequencies that reflect their storage capacity. This will need some time to be adjusted and so an introduction of the revised charges would take effect on Monday 2 June 2014 giving around seven months for businesses to make adjustments. Officers will provide support and guidance where straightforward adjustments can be made and as long as businesses are working towards longer term solutions officers will apply common sense in their application of the policy.

5.16 Officers will also ensure that corporately there is a consistent message provided to businesses as to expectation including clear guidance at the planning or building warrant stage to ensure that there is not an increase in buildings potentially constrained in safely managing waste generated.

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 9th June 2009 – Control of Commercial Waste Storage

8. REPORT AUTHOR DETAILS

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Appendix

Currently Approved Policy 2009

- 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).

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Amended Roads Winter Service Plan 2013 - 14
REPORT NUMBER:	EPI/13/217

1. PURPOSE OF REPORT

Officers were requested to report back to committee on how a range of identified cycle routes could be included in the Roads Winter Service Plan 2013-14 where appropriate:

2. RECOMMENDATION(S)

It is recommended that the Committee

- a) note the content of this report
- b) instruct officers to amend "Roads Winter Service Plan" for 2013 – 2014, Appendix A, to include cycleways within the amended footway treatment section.

3. FINANCIAL IMPLICATIONS

Expenditure on winter maintenance 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.

The budget was increased for delivery of the winter service in 2013-14 to £1.977M, which is still less than the actual spend for the last three winters. Any additional treatment required to give greater priority to any aspect of the road network would lead to a reduction of the existing service or a future overspend of the existing Revenue budget.

Gritting the list of cycle paths, referred to in the Committee Decision Sheet of the ESP&I Committee of 29 August 2013, before morning peak commuting time would effectively give them Priority 1 or 2 status and would cost an additional £132,000 per 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

As resources are currently not available to deliver an expanded service the quickest way to have such a resource in place would be to contract with a third party which would require a procurement to be undertaken.

6. REPORT

6.1 At it's meeting on 29 August 2013 this Committee agreed that

Officers were requested to report back to committee on how the following list of cycle routes could be included in the Roads Winter Service Plan 2013-14 where appropriate:

- The Deeside Line;
- The Westhill path (from City boundary to Hazlehead Roundabout);
- Howes Road;
- The Shell path;
- The A96 path, from Great Northern Road to Aberdeen Airport;
- Cycle paths along Stoneywood Road (section of National Cycle Network);
- Wellington Brae to Wellington Road via Wellington Bridge (section of National Cycle Network);
- Cove Road to Duthie Park;
- Wellheads Drive cycle path;
- Cycle paths along Wellington Road;
- Don Terrace to Persley Walled Garden (section of National Cycle Network)

6.2 The Scottish Government produce annually detailed guidance on a range of different topics relating to winter weather and how it affects travel etc, The guidance is provided for all road users and therefore is applicable as much to cyclists and pedestrians as it is to drivers or indeed public transport users. The most recently published and launched document ‘*Safer Scotland – Scottish Government, Ready for Winter?*’ (September 2013) gives the following general advice, which is applicable:

Before travelling in bad weather, you should:

- Check the weather forecast and road conditions
- Consider whether you need to travel right now or if you can wait until the weather improves
- Consider alternative routes
- Consider alternative modes of transport
- Allow extra time for your journey
- Make sure your mobile phone is fully charged
- Tell someone your destination and when you expect to arrive
- Consider fitting winter tyres to your vehicle

It should be noted that, with reference to the Scottish Government advice above, for each of the identified roads listed in 6.1 above there are alternate routes to these cycle ways available on the existing Priority 1 gritting routes.

The priority of treating all of the routes identified, the timing of treatment and the ability to treat the routes to a level which would provide safe passage every day is significant. There are particular problems with accessing the remote routes with vehicles to supply the footway gritters with salt, which makes the clearing of these routes, logistically, very difficult. In some cases access to routes are not at ends but at mid points and may not be fully accessible over the route. Some routes are located where they are in shade or cover which would lead to practical difficulties in ensuring snow or ice thaws and doesn't return.

It should be noted that area treatments are undertaken as resources are freed up from treating the Priority 1 and 2 routes. With there being 24 geographic areas in the city our current resource of 21 footway gritters is already stretched and on occasion we will supplement the resources deployed with others plant to treat the weather conditions.

If treated as Priority 1 or 2 status it is estimated that five additional footway gritters would be required each with a backup pick up truck and driver. This would require 10 No. additional operatives, each week, to volunteer for the early morning winter stand-by rota. Currently this is a 3 weekly rota comprising early morning treatment, stand-by for call outs and a stand down week on standard working hours, requiring a complement of 30 No. additional operatives to provide this additional service (the working patterns are to comply with working time legislation). The Council does not currently have

these additional staff available. With the present staff establishment level based around the existing winter service plan provision there would be a need to bring in additional resources either through recruitment or through outsourcing this additional element of work.

An alternative approach would be to include the cycle routes within the Winter Service Plan 2013-14 as general footway treatment with Section 2.2, Priorities and Standards – Footways, being amended to include cycleways. Consequently, the cycleways will be treated as part of the area based treatment which occurs during prolonged winter conditions. Appendix B shows those cycle routes already dealt with as part of an Area response. Plans will be provided to groups representing cyclists showing roads treated as Priority 1 and 2 and this will provide the means for individuals to be aware of alternative routes prior to making their journey.



7 BACKGROUND PAPERS

Roads Winter Service Plan” for 2013 – 2014 Appendix A

Committee Decision Sheet, Enterprise, Strategic Planning and Infrastructure Committee – Thursday, 29 August 2013

Safer Scotland – Scottish Government, Ready for Winter? Partner Briefing Information September 2013

8. REPORT AUTHOR DETAILS

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Appendix B

Location	Operational Status	Reasons
The Deeside Line	Not Actioned	Access problems, shaded with drainage problems
The Westhill path (from City boundary to Hazlehead Roundabout);	Actioned	Once other footpaths in the Kingswells area have been completed. This path is not done on every occasion
Howes Road	Not Actioned	Access difficulty, shaded area, low usage with drainage problems
The Shell path	Actioned	Part of an Area response, but usually about 7.45 am
The A96 path, from Great Northern Road to Aberdeen Airport	Not Actioned	Gt Northern Road to Dyce Drive is Trunk Road. Trunk Road. Priority Footpath is the short section outside the shops at Bucksburn
Cycle paths along Stonewood Road (section of National Cycle Network);	Actioned	Shared footpath done as an Area response
Wellington Brae to Wellington Road via Wellington Bridge (section of National Cycle Network);	Not Actioned	Access Problems, manual spread only
Cove Road to Duthie Park	Partially Actioned	Where cycleway is part of a shared footpath it is actioned as part of an Area response
Wellheads Drive cycle path	Actioned	Shared footpath done as an Area response
Cycle paths along Wellington Road	Actioned	Shared footpath done as an Area response
Don Terrace to Persley Walled Garden (section of National Cycle Network)	Not Actioned	Off road paths no easy access, shaded area, low usage

COMMITTEE **Enterprise, Strategic Planning and Infrastructure**

DATE **12th November 2013**

DIRECTOR **Gordon McIntosh**

TITLE OF REPORT: **Review of Parking Charges**

REPORT NUMBER: **EPI/13/203**

1. PURPOSE OF REPORT

The report responds to the committees request for

- (i) A reappraisal of the parking charges in the city taking into consideration our Smarter City objectives.
- (ii) A review of parking charges and entitlement set by other Council services.
- (iii) A report on the possibility of establishing a city wide emissions-based permit system on the proviso that such a proposal would be revenue neutral.

2. RECOMMENDATION(S)

That the Committee:

1. Note the contents of the report and the importance of parking controls as a tool to support sustainable travel and assist in minimising traffic levels.
2. Adopt a policy for and approve the increase in business permits to £660 to align with the annual travel costs by city wide sustainable travel options.
3. Approve the revised on street charges within the peripheral zones to support sustainable travel objectives.
4. Approve the alteration in charging hours within the long stay off street car parks to 8am to 8pm Monday to Saturday and 1pm to 5pm on a Sunday.
5. Approve the revised parking charge structure for Golden Square off street car park to the onstreet charges.
6. Instruct officers to continue to monitor on street parking cost in relation to public transport costs and adjust accordingly in order that we continue to provide and promote a sustainable transport system.

- 7 Instruct officers to carry out a review of the other proposed controlled parking zones to determine whether these areas of the city require additional parking restrictions in order to facilitate the management of the transportation and road network.
- 8 Approve the adoption of a policy revision to the business permit

“in order to be awarded a business permit it should be shown that a vehicle would have to be used for business purposes frequently (more than three occasions) on a daily basis”
- 9 Refer this report to the Housing and Environment committee with a recommendation that proposed charges for private off street parking spaces operated by this council is adopted to support the aims of Regional Transport Strategy and objectives for a Smarter City.
- 10 Instruct officers to monitor the benefits and outcomes of the emission related parking charges in other cities and to report back in 18 months in the following terms
 - a) Establish the process and cost implications under which a residential permit scheme could be rolled out across the City as ‘phase 1’ of an Emissions Based Parking Control (EBPC).
 - b) Establish the process and cost implications for a pay & display scheme to roll out across the City as ‘phase 2’ of EBPC.

3. FINANCIAL IMPLICATIONS

Income from parking amounts to £6,409,500 per annum with a spend currently of £ 3,514,000. This allows a surplus of £ 2,895,500 to be used for various transport projects across the council. At this time a reduction in the parking income of approximately £250,000 for 2013/14 is being predicted.

The Head of Housing and Community Safety has raised concerns with regard to a previous loss of income in the order of £100k that had been experienced by rise in the rental of private off street parking spaces let by this council and the further impact future price rises may have. At present some 9 parking spaces are let and could potentially result in a further loss of £15120 per annum should the applicants chose to terminate leases.

4. OTHER IMPLICATIONS

None

5. BACKGROUND

- 5.1** The control of parking is a city wide consideration and is applied in various forms and intensities to manage the local and principal road network. The rising level of car ownership and use of the private car in connection with everyday activities has progressively intensified the need to use parking control to manage traffic volumes, congestion levels and to ensure that road safety is not compromised. At a local level the introduction of simple junction protection for safety and access is often all that is required. However, when managing the strategic network the use of wider and more complex controlled parking measures that support planning and transportation objectives becomes necessary.
- 5.2** The first controlled parking zones were introduced in the west end area of the city centre in 1987 and were initially experimental before being adopted as a proactive and effective traffic management tool. The parking controls provided a much needed turnover of parking for commercial business and increased the opportunity of residents to find a parking space close to their home. As parking pressures from commuter parking extended further out from the city centre controlled parking was introduced to actively manage traffic with a principle aim to reduce congestion and delay whilst improving the local environment and amenity.
- 5.3** Prior to the introduction of the controlled parking zones in the late 1980's on street parking had generally been managed through the use of 'No Waiting' and limited stay 45 minute parking restrictions. However this form of management did not address the issues of congestion and delay, particularly in the peak periods that had steadily risen through increasing car ownership and the subsequent high levels of commuting traffic accessing the city centre.
- 5.4** The introduction and adoption of a transport strategy in the 1990's which supported the need to move to a range of sustainable travel options and the use of measures to restrain commuter traffic in areas that were well served by public transport.
- 5.5** Land use planning policies have over time seen an emphasis towards the intensification of development sites, in particular those within or close to the city centre, that have good links to public transport and sustainable travel alternatives
- 5.6** As development has expanded throughout the city centre and peripheral areas, in particular the west end, there has been a need to extend the controlled parking zones to support transportation and environmental objectives whilst protecting residential amenity.
- 5.7** Off street parking within the city centre, prior to the construction of the major shopping centres was primarily provided by and under the control of the Council. In the early 70's some 2330 off street spaces were under the control of the local authority but over time this has reduced

significantly to approximately 1350 spaces due to development and infrastructure improvements. During this period the land associated with the car parks of lower and upper Denburn, Blackfriars Street, Justice Street, Justice Mill Lane, College Street and East North Street surface car parks were redeveloped and the College Street multi storey car park purchased by the Union Square development .

- 5.8** While there has been a reduction of local authority public off street parking this has been offset and increased by the major retail centres providing approximately 3940 parking spaces for public use, establishing a total of approximately 5290 spaces for off street parking within the city centre with 75% provided by private companies.
- 5.9** Since the introduction of the first controlled parking zones the need to maintain access and manage the general road network will have resulted in the slight loss of on street parking for various reasons. A parking study carried out in 2006 identified that the number of on street parking spaces within the inner core city centre to be in the order of 1150 spaces with a further 3000 in the outer core of the city centre.
- 5.10** The introduction and adoption of the modern transportation strategies from the early 1990's, and most recently the Regional Transport Strategy, look towards the balancing of the delivery of sustainable transport and environmental objectives with the economic development and vibrancy of a modern city.
- 5.11** The controlled parking zones have, to a significant degree, been responsible for reduction in the level of commuter traffic associated with development whilst supporting sustainable travel and contributing considerably to a reduction in congestion, traffic delay, improved amenity and air quality that would otherwise be experienced.

6. Policy/Strategy

- 6.1** This council is committed to the delivery of the vision embodied in the adopted document, Aberdeen – the Smarter City with specific links to mobility and its relationship to roads and transportation. The following statements from the document clearly define the need for the management of traffic and use of measures to assist in the delivery of sustainable transport alternatives to the private car.

Smarter Mobility

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.

We will provide and promote a sustainable transport system, including cycling, which reduces our carbon emissions

6.2 The management of the transportation and road network has real and positive links to the economy and wellbeing of the city and its residents and as such those measures that provide for an improved service and quality of environment all serve towards providing the smarter objectives for the city.

6.3 The principle policies that seek to promote both sustainable and environmental objectives are defined within the Regional Transportation Strategy (RTS) and the Local Development Plan (LDP) with these documents aligned to wider national and regional policies.

6.4 The supplementary guidance to the adopted local plan states that

“Good transport connections are essential to the economic prosperity of Aberdeen and the quality of life of people living and working in the City. With an emphasis on ensuring that transport provision is considered from the very outset of a planning application, the Council is committed to developments that encourage sustainable travel.”

The supplementary guidance also provides advice on parking issues and accessibility noting that the city centre is highly accessible by sustainable transport options and supports a reduction in the need for travel by private car.

6.5 The strategic aims of the RTS provides support to parking controls and give commitment to :

“Develop a Regional Parking Strategy to ensure a coherent approach to parking controls and standards across the north east. Support enforcement of parking restrictions, particularly where these exist to support strategic traffic movements, bus / pedestrian priority and road safety.”

The principles noted throughout the RTS look to deliver sustainable transportation alternatives together with improvements to the built environment and requires the use and application of parking control as a basic tool.

6.6 The principles and objectives contained within the planning and transportation policies are designed to provide for sustainable communities and in this respect controlled parking zones are seen as an effective and important measure to assist with the delivery of improvements that are both sustainable and enhance the environmental quality of the city.

7. Application of Charges

7.1 The charges for parking and permits that are applied are required to be set at a level that will support the aims and objectives of the transportation and planning strategies.

Analysis of City Centre Parking Trends

- 7.2** When considering the commercial and retail areas of the city centre it is important that a turnover of spaces is achieved to meet the needs of local business, improve residential parking opportunities whilst being set at a level that balances and encourages sustainable travel alternatives. A plan of the parking zones is shown in Appendix 1
- 7.3** The most recent on street car parking surveys carried out would indicate that the parking occupancy within the inner core city centre zones of A-G is at or beyond available capacity throughout the working day and in areas of higher residential density remain so into the evening period. The table in Appendix 2 indicates typical parking occupancy levels for the central areas during a working day and of note is the significant level of long stay parking within the parking areas designated for short stay. It is considered that the large majority of longer stay parking is associated with those having resident and business parking permits although it is fair to assume some parking is associated with those buying repeat tickets.
- 7.4** Analysis of the parking tickets purchased in the core city centre zones of A-G with respect to the length of occupancy has shown that approximately 35% of all tickets purchased were for under 20 minutes and that a further 30% of all tickets purchased were for 40 minutes or less. These figures confirm the high demand for shorter stay parking that will generally be associated with business and emphasises the need for short stay provision.
- 7.5** Given the limited number of on street parking spaces available the turnover of spaces are critical for local businesses and it is therefore necessary to set charges at a level that will encourage a turnover whilst also discouraging long stay parking.
- 7.6** Accessibility of the city centre to all modes of transport is high and therefore the parking and permit charges have been set to encourage the use of alternative modes of transport and linked to the cost of public transport journeys. Appendices 3 and 4 provide comparative costs between parking charges and the cost of public transport.
- 7.7** It should be noted that the on street parking charges align to the daily cost of public transport for the length of maximum short stay periods and are a disincentive for commuting traffic who require an extended stay. There is a positive argument for the on street parking charges to be raised to provide even greater encouragement for the use of alternative modes of travel and discourage the daily commuter traffic. However it is thought that this would negatively impact on the local business of the core city centre who rely on customers parking on street and would not be in balance with the economic needs of city centre.
- 7.8** The level of demand for on street permit parking has increased over time, at present there are some 1032 residential permits and 260

business permits issued for the central zones A-G competing for approximately 1170 on street spaces. (110% usage)

- 7.9** Whilst many residents will not be present during the working day there still remains a significant demand for residential parking that has an impact on the availability and turnover of spaces. The level of the business permit charge, while going some way to restraining demand, does require further examination as many of the business vehicles do not appear to be used beyond commuting purposes and would not comply with the principle for a business permit ie. used on a daily basis for business purposes.
- 7.10** A comparison of the charges made in other cities is discussed later in this report but it will be of note that Edinburgh and Glasgow City Councils do not provide business permits within the city centre and this reflects the need to limit traffic and vehicular movements. The cost of business permits outwith the city centres of Edinburgh and Glasgow vary and with a fee of £400 per year applied by Edinburgh and £700 per year applied by Glasgow.
- 7.11** The cost of business and contractors permits when considered as a daily charge amounts to approximately £2 per day and in this context is considered a nominal fee. In areas of high demand and turnover an income of £36 per day could be generated from a parking space when compared to the same space occupied by a business permit holder.
- 7.12** With respect to the Transportation Strategy there is a strong argument for the business permit fees to be increased to encourage a shift towards sustainable transport and to improve the potential for parking turnover. If the cost of the permit was to be set at a level equivalent to the daily cost associated with bus travel to and from the city centre (approximately £2.60/ working day based on an annual season ticket) the cost of a business permit would increase from £500 to £660. If applied to all zones this would generate an increase income of £120k if demand stayed static and be in the order of £70k if there was a significant resistance to the price increase.
- 7.13** The lack of vehicle movement by business permit holders during the working day is a concern and should be addressed to assist in providing a turnover of spaces. Whilst the guidance on permit application states that the permit should only be used for business purposes and specifically not commuting it is felt this needs to be stated more clearly as a policy and therefore as a condition of use. Vehicles would therefore have to be used for business purposes frequently (more than three occasions) on a daily basis and should it be shown that this is not the case permits will not be renewed by the Council at the next application.

8. Peripheral Zones

- 8.1** The introduction of controlled parking in the outer core, peripheral and extended zones of H to Z is in general driven by the levels of traffic

associated with commercial, educational and public service development that have the potential to generate high volumes of traffic if not positively managed and are adjacent to residential areas. The principles of the transportation and planning strategies to reduce traffic equally apply out with the city centre with parking controls critical to the delivery of the aims and objectives.

- 8.2** The relationship between the demand for on street parking spaces and available road space can be less intense within the peripheral zones than that of the city centre. However these zones have been introduced to resolve both parking problems and to mitigate the potential impact of development traffic both locally and on the wider network and to support sustainable travel plans associated with larger employers.
- 8.3** The parking charge principles for the peripheral zones of L-X mirror that of the city centre and the charges set at a level that will encourage sustainable travel, in particular the longer journeys associated with the use of public transport. At present on street charges for the peripheral zones do not align with alternative transport costs and it is felt that in the interests of sustainable transport this should be amended. There remains a need to consider short stay parking to service business and visitors and it is proposed that the cost of the 30 minute, hourly and two hourly charge remain as at present. However it is felt that it would be appropriate to amend the charge for the 3 hour stay to £4 . The use of the higher charges would dissuade the longer stay parking and the purchase of repeat tickets throughout a day.
- 8.4** At this time a proposed increase in charges would not be considered applicable to the Foresterhill and Garthdee zones (Z and Y respectively) where charges have been recently revised in line with public transport costs.
- 8.5** Within the peripheral zones residential amenity is protected by the use of residents only parking sections that could not be accommodated in the city centre due to the commercial pressures and need to provide a turnover of spaces. The parking zones ensure that the environment of the residential areas is maintained to a tolerable level and that traffic volumes in the surrounding streets are not excessive and raise issues of road safety.

9 Off Street City Centre Parking

- 9.1** As highlighted earlier the provision of off street parking has changed significantly over the last twenty years with a move from local authority provision of public parking towards commercial off street parking linked to the large shopping centres. The additional parking and subsequent traffic generation associated with the centres is not without its challenges when managing traffic within a congested and physically restrained network.

- 9.2** The cost of parking in the commercially operated car parks, are in many cases, tied to conditions that align to the planning and transportation policies and strategies within the city centre. The pricing regime employed by the shopping centre operators should be set to discourage long stay parking.
- 9.3** As with the commercially run car parks charging in long stay parking within the Council car parks is structured to dissuade long stay parking. A number of the city centre surface car parks operate a maximum stay period of 4 hours to encourage a turnover of spaces to service retail and business premises but also allowing an limited extended stay for social and commercial purposes.
- 9.4** The table in Appendix 5 indicates the parking fees applied in the city centre off street parks and it will be noted that the costs are of a similar scale (with the exception of Shiprow who charge a rate comparable with the short stay on street charges).
- 9.5** The cost per hour for the main car parks that are accessed by visitors to the city centre is generally in the region of £1 to £1.20 per hour but a minimum tariff equating to a two hour period is generally charged. The parking tariff for a period of stay extending beyond 4 hours would exceed the cost of a daily public transport return journey and acts as financial incentive for many commuters who work within the city centre to seek sustainable travel alternatives. At present the cost of off street parking is considered to be in balance with the economy of the city centre activities and the delivery of the transportation and planning strategies.
- 9.6** The availability and occupancy levels of the car parks has an influence on use and for a typical weekday it is of note that the occupancy of the commercial car parks associated with the large retail centres is approximately 70 % whilst the council car parks vary from 45% for Denburn to 95% for Chapel Street. The parking profile alters at the weekend with the shopping centre car parks at full capacity from early afternoon with the council car parks operating at 70% capacity at the Denburn, 36% at Chapel Street and reducing significantly to 15% at West North Street. The variances in popularity of the car parks will generally be related to the final destination and purpose for visiting the city centre. The exception to this is during the winter festive period when all car parks are full with the observation that the council run car parks fill later in the day once the centre car parks are full.
- 9.7** The use and occupancy of the council run car parks was reported to committee on 11th September 2012 in response to the high demand for monthly parking permits, particularly at Chapel Street, and the impact it was having on the availability and turnover of spaces through the day. The committee approved a cap on the level of monthly parking permits/car park to ensure the continued availability of spaces for shoppers and visitors.

10 Operational Cost of On /Off Street Parking

- 10.1** The charge that is set for parking permits is evaluated to meet the management, maintenance and whole life costs of the controlled parking zones. The cost that is associated with the management and maintenance of the parking zones must take into account all staff salaries, general infrastructure maintenance and replacement including ticket machines with any recurring capital repayments coming through revenue budgets.
- 10.2** The salaries of the staff employed to deliver the parking service is significant and include the City Wardens, maintenance support, parking appeals and customer services all of whom contribute to and support the parking service. At present some 80 officers are involved with the provision of the on street operational parking services, this number does not include the substantive support staff that issue permits, review, revise and monitor on street parking and deal with the numerous appeals. The salary of the staff dealing with the immediate operational delivery of the parking service has been assessed at £2.1m, ancillary staff costs are estimated at £100k.
- 10.3** The general maintenance and running costs of the controlled parking zones must be carried out to ensure the parking controls are effective and enforceable. The cost of providing this element is currently is £129k
- 10.4** The whole life costs for the controlled parking zones are an important budgetary consideration and the replacement of ticket machines and to a lesser degree signage must be taken into account. Whilst the initial costs are met through capital funding there is an ongoing annual revenue cost to repay the capital outlay and is estimated at £557k.
- 10.5** The operational costs associated with the off street car parks is substantive and is approximately £520k per annum and includes a premises cost of the order of £265k.
- 10.6** The Table below details the operational costs of the controlled parking zones.

Operational Costs 12/13

Staff Costs	£ 2,118,000
Machine Maintenance	£ 129,000
Zone Maintenance (lining etc)	£ 50,000
Power , electricity (on street)	£ 40,000
Finance Costs	£ 557,000
Ancillary staff costs	£ 100,000
Off Street Car Parks	£ 520,000
Total	£ 3,514,000

- 10.7** As stated earlier the controlled parking charges that are applied for both permit and on street parking charges are a traffic management tool and

have been set at a level that will encourage a shift towards sustainable travel alternatives.

In the current economic environment it is necessary to meet the running costs of the zones and the table below details the income generated by the controlled parking zones.

Annual Parking Income 12/13

Residents Permit Charges	£ 937,600
Concessionary Permits including Business, Medical Contractors , Monthly	£1,224,900
On Street Parking Income	£ 2,744,000
Off Street Parking Income	£ 1,503,000
Total	£ 6,409,500

10.8 From the figures shown it will be noted that the income generated exceeds that of the expenditure. No account has been taken of income from Penalty Charge notices (PCN) as in an ideal situation the Council would not have to issue a PCN if parking restrictions were complied with. Whilst the operational cost of the controlled parking zones includes general running and maintenance outgoings it does not take account of the maintenance of the fabric of the road network and general asset that this represents.

10.9 The Capital and Revenue budget for roads maintenance and surfacing, is approximately £5M and allows for essential maintenance and repair of the city roads. A recent study into the funding required to maintain the road network for Aberdeen city to a tolerable standard identified that the an investment of some £20M over 10 years was needed. The monies from parking charges contribute to the council finances and assist the development and delivery of transportation schemes and initiatives city wide along with support for the road safety programme.

10.10 Future investment in car parking management is thought necessary to meet the demands of smarter initiatives that will reduce revenue expenditure whilst introducing system efficiencies and monitoring. Advances in technology can allow more efficient and proactive monitoring of car park management particularly within off street car parks and significant future investment will be needed should this approach be advanced.

11 Comparison of Charges with other Cities.

11.1 As previously highlighted the charges that are applied for both permit and on street parking is linked land use and transportation strategies and policies.

- 11.2** In order to understand how Aberdeen compares with competing cities some bench-marking was undertaken through looking at Dundee, Edinburgh, Glasgow and Newcastle. The current economic vibrancy of the cities does vary with Aberdeen and Edinburgh being regarded as having vibrant economies with lower unemployment than the other cities and this will, to an extent, have an influence in the way parking charges are applied.
- 11.3** Appendix 6 to this report provides details of the parking charges applied in the five cities together with plans indicating the location of the controlled parking zones and their relationship to the city centres.
- 11.4** Considering the on street parking charges it will be seen that the city centre rates vary from £3 per hour in Edinburgh, Glasgow and Aberdeen with the lower charge of £2.40 being applied in Newcastle and Dundee. All of the cities allow for shorter stay periods within the first hour to accommodate and encourage a turnover of spaces to serve business. Newcastle has a variation of charges across the core city centre and ranges from £2.20 to £2.40 per hour.
- 11.5** Whilst the general scale of charges for city centre parking is similar the charges for the peripheral and outer controlled parking zones vary considerably. In Edinburgh the charges for the peripheral zones are set at £1.50 per hour exceeding those in Aberdeen. Glasgow have adopted rolling charges at 40p for the first hour with an additional charge of 60p per hour for stays extending beyond the hour whilst Dundee have a differential charge of £1.90 for two hours and £3.10 for 4 hours. Newcastle has a wide range of charges from £1.50 per hour for parking close to the city reducing to 30p per hour on the outer ring of the zones.
- 11.6** The variation in charges for the peripheral areas of the five cities reflects the type of environment and economic influences within the differing zones. The charges in the lower bandings for the peripheral areas would clearly not support a move towards sustainable travel and would be difficult to justify in terms of strategic and policy aims. It is assumed that for the areas with low charge the maximum stay period has been adopted as the mechanism to restrict long stay parking but in practical terms, without rigorous enforcement, would be difficult to achieve.
- 11.7** A spectrum of charges with respect to the price of resident parking permits has been applied across the various cities ranging from £371 per annum in Edinburgh for a first permit to £25 per annum in Newcastle. It is seen that for the city centre zones the charge in Glasgow is £250 per annum whilst Dundee has applied a charge £70 per annum.
- 11.8** It will be noted that for Edinburgh and Newcastle the charges vary depending on the emissions levels of the registered vehicles with a typical mid range car attracting a charge of £185 within the central zones.

- 11.9** It is thought that the charges for the central areas of Edinburgh and Glasgow are being utilised as a restraint mechanism within the congested city centre to assist in meeting traffic reduction and emission targets.
- 11.10** From the benchmarking exercise it is thought that the cost of residential permits within Aberdeen compares favourably against those for the other cities and the present cost is considered to be set at a reasonable and realistic level.
- 11.11** With regard to business permits Glasgow and Edinburgh do not issue these for city centre locations but do issue permits in the peripheral areas at a cost of £700 and £400 respectively. Dundee provides business permits at the rate of £81 but only for off street car parks whilst Newcastle charges £92 per annum.
- 11.12** From the information available it is assessed that Edinburgh, Glasgow and Dundee have taken a view that on street business parking cannot be accommodated and would be detrimental to the overall uses within the core areas and therefore do not allow business permit parking in the core city centre.
- 11.13** From the comparative exercise it is clear that a significant variation is applied to charges by the city authorities. The residential parking charges applied in Aberdeen are in general significantly lower than that of Edinburgh and Glasgow and of a similar scale to that applied in Dundee.
- 11.14** The availability of business permits, especially for city centre locations, is significantly different with Aberdeen being sympathetic to business needs through the provision of permits. The cost of an on street business permit in Aberdeen is not dissimilar to the major Scottish cities and is considered to be a cost effective option.

12.00 Operational Issues

- 12.1** The operating hours for the on and off street car parking regimes are different and this has been raised as a concern as it felt this does cause some confusion for the travelling public. The on street parking operational hours are from 8am until 8pm with the long stay off street operational parking hours from 8am until 10pm.
- 12.2** In order to address this concern and rationalise the operational parking hours where a charge may be applied it is proposed to amend the off street parking charging hours to be applicable from 8am to 8pm.
- 12.3** Reference is made to the committee of 19th March 2013 when the issue of parking in Golden Square and the on going confusion between the application of off street charges within the central area and the adjacent on street charges of the perimeter road was considered. The difficulties of recognition by the public between the off and on street parking areas

and charges has continued with appeals against penalty notices lodged. Given the continued practical difficulties in the recognition of the differing charging structures in Golden Square it is proposed that this be rationalised to a single charging structure in line with the on street charges.

13 Private Off Street Parking Charges

13.1 Council owned off street parking spaces are available through the Housing and Environment service and are prioritised in the first instance to ACC tenants living in the area where the parking space is located with applicants residing outwith Aberdeen being in the lowest priority banding. A table indicating the priority given to applications is shown in Appendix 7.

13.2 The charges that are applied by this council for an off street private parking space are shown on the table below :

	Non Local Resident	Local Resident
Car parks	£35 / week £1680 / year	£ 3.40 / week £163.20 / year
	Non Council Tenant	Council Tenant
Lock ups and Garages	£12 / week	£10 / week

13.3 At present there are approximately 900 parking spaces within private car parks, of these 668 are located in controlled parking areas. A significant number of garages and lock ups are also available for rent city wide with approximately 2117 lock ups and 198 garages that are largely outwith the controlled parking zones.

13.4 Within the controlled parking zones, particularly city centre zones, there exists a disparity between the cost of private off street parking spaces available to rent from this council and that which is available for public car parking both on and off street. In terms of strategy and policy objectives the use of the private off street parking spaces by non residents of a local area would fall into the category of use for commuting purposes. As such private parking spaces operated by Aberdeen City Council within a controlled parking environment should be subject to the same pricing strategy as that of public off street parking.

13.5 The Head of Housing and Community Safety has expressed his concern with regard to a rise in the cost for the rental of private off street parking and the detrimental impact that the previous price increase had on demand and budget income. It has been indicated that a loss in the order of £100k resulted from the previous increase in rental cost through termination of leases. At present the up take by non local residents is for 9 spaces with significant amount remaining empty.

- 13.6** For the operational management of the off street car parking spaces it has been necessary to cap the level of permit use within the Denburn, Chapel Street and West North Street car parks. An opportunity exists where it would be appropriate that should the maximum level of permits for the off street car parks be reached that unsuccessful applicants be referred to Housing for the potential lease of vacant spaces.
- 13.7** Whilst the impact on the HRA budget is acknowledged and is a serious consideration for the Housing and Environment committee the need to reduce long stay commuter parking within the city centre does require to be addressed in a consistent manner in line with policy and strategy objectives.
- 13.8** It is therefore recommended that the cost of private off street parking offered by this council should be in line with that offered for long stay car park permits and be charged at £210 per calendar month and that this be referred to the Housing and Environment committee for consideration.

14 Future Demand for Controlled Parking Zones

- 14.1** A priority list of potential future controlled parking zones was identified some time ago but remains to be progressed. The proposed future zones have strategic significance in particular those close to the city centre and it would be necessary to develop a business case for each to ensure that should a zone be progressed it would not negatively impact on existing and future budgets.
- 14.2** It is therefore proposed that the existing priority list for potential future controlled zones be reviewed and prioritised in line with strategic and policy objectives and to be the subject of a report to a future committee. If agreed officers will review the proposed, priority listed, future controlled parking zones of (1) Palmerston Area, (2) Mearns Street area, (3) Ashley / Brighton area, (4) Holburn /Hardgate area, (5) Carnegie Crescent area, (6) Seaforth Road area and(7) Elmbank area with respect to supporting strategic traffic movements, bus / pedestrian priority and road safety.
- 14.3** In accordance with a previous committee instruction a detailed feasibility study for the implementation of a controlled parking zone for the area of North Dee (Palmerston Road area) is being progressed and will be reported to the March committee. The North Dee area is currently the subject of significant redevelopment and regeneration and would benefit from the rationalisation of parking controls within this area. The report will include a business case appraisal identifying future budget needs and outcomes.

15 Emission Charges

15.1 A number of reports have been presented to Committee on Emission Based Parking Charges. The primary aim of an emission based management regime would be to directly link parking controls to improve air quality with secondary aims to:

- Incentivise the use of low emitting vehicles within the city centre;
- Educate vehicle users on the impact of their vehicles emission on the health of those who live and work in the city centre;
- Foster greater awareness of lower emission vehicles; and
- Encourage greater use of public transport as an alternative for high emitting vehicle users.

15.2 A basic proposal for EBPC initially considered by the Committee focused primarily on imposing the regime on city centre permits however, the Committee directed in its conclusions that all permits should be considered under any scheme. Although widening the regime to all permit holders increases the fairness and parity given the volume of parking usage from on/off street Pay & Display areas an obvious unfairness would still exist. This raises major issues of fairness and effectiveness, namely that the majority of those incentivised by the scheme would live in the city centre and although they are the most effected by poor air quality, the contribution from commuting vehicles would remain unaffected. Therefore the fairest EBPC regime would cover all Council parking including on & off street Pay & Display and voucher parking.

15.3 The practicalities of adopting an EBPC regime has two main issues: driver awareness and ease of application. Awareness can only be tackled by a comprehensive publicity campaign. Using a discount methodology should further encourage uptake. For residents permits only small changes to the existing issuing system will be required to recorded the VED Band of the car and apply the appropriate discount.

15.4 For on & off street Pay & Display however a new system is required as upgrading existing on street infrastructure would be prohibitively costly and unlikely to deliver significant uptake. To enable the application of incentives would require the extension of the Councils well-received off street cashless parking initiative to all parking. This would allow low emission vehicle users to register for their discount automatically when paying for their parking by phone or via the internet. To ensure visitors to residences could also benefit from incentives, changes to the visitors permit scheme could also be made to move it to a fully electronic system which will not require the issuing of paper permits. This new system would have the added benefit of reducing the back office costs of administering the permit system and reduce fraudulent use of the transferable permit entitlement.

15.5 To date investigation of financial implications has focused on incentivisation of low emission vehicles, with discounts given to those who use qualifying vehicles, rather than a regime of penalties for higher emitting vehicles. Normally discounts follow a sliding scale based on VED Band and it is proposed that the scale would be as follows:

Indicative Discount Rates			
VED Band	CO₂ Emissions Band (g/ km)	Discount	Estimated Revenue Impact Factor
A	Up to 100	50%	-1%
B	101 -110	38%	-1.125%
C	111 -120	25%	-1.25%
D	121 -130	13%	-0.625%
E-M	131 and over	N/A	

15.6 Final discount rates should take due cognisance of their effect on total parking fee paid comparative to the cost of commuting by bus and in relation to competitiveness with other providers. An overall increase of 4% on other parking charges is likely to see the scheme being cost neutral however the 'revenue impact factor' is illustrative and a robust revenue appraisal would have to be undertaken as part of officers' development of the EBPC implementation plan. This table will also have to be continually updated to reflect changes in vehicle stock if the scheme were always to remain cost neutral.

15.7 It has to be acknowledged that for on and off street pay and display is difficult to fully establish potential benefits/ impacts with over 7,000 new cars registered in Aberdeen alone each year, however, in order to progress EBPC to the next stage it is recommended that further investigation takes place to fully explore the process under which any scheme could work with financial implications worked up fully as well. A permit only scheme could also be implemented initially and this is recommended prior to full roll out of EBPC across the rest of the City.

16. 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.

17. BACKGROUND PAPERS

24th February 2011. - Minute of Meeting of the Controlled Parking Working Areas Working Party

<http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=12661>

Off-Street Monthly Car Parking Permits

<http://councilcommittees/documents/g2522/Public%20reports%20pack%2011th-Sep-2012%2014.00%20Enterprise%20Strategic%20Planning%20and%20Infrastructure%20Comitte.pdf?T=10>

Palmerston – Revised Traffic Management and Controlled Parking Zone Proposals

<http://councilcommittees/documents/g2522/Public%20reports%20pack%2011th-Sep-2012%2014.00%20Enterprise%20Strategic%20Planning%20and%20Infrastructure%20Comitte.pdf?T=10>

18. REPORT AUTHOR DETAILS

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Appendix 1 – Controlled parking Zone Plan

Appendix 2

Parking Profiles / Occupancy

Zone C (139 Estimated Pay and Display Spaces)

Hour beginning	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00
No. of cars	179	139	148	161	151	158	164	169	155	148	155	181
Parking on waiting restrictions (0800 – 1800)	41	15	19	22	14	19	25	30	16	9	16	42
No. of cars in pay and display bays	138	124	129	139	137	139	139	139	139	139	139	139
Parking Bay Capacity	99%	89%	93%	100%	99%	100%	100%	100%	100%	100%	100%	100%
% long stay parking (= 3hrs)	44%	64%	76%	73%	79%	77%	71%	67%	70%	69%	57%	37%

Zone F (120 Estimated Pay and Display Spaces)

Hour beginning	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00
No. of cars	137	121	145	108	135	136	143	132	124	135	130	156
Parking on waiting restrictions (0800 – 1800)	24	21	27	10	22	30	36	19	21	29	14	36
No. of cars in pay and display bays	113	100	118	98	113	106	107	113	103	106	116	120
Parking Bay Capacity %	94%	83%	98%	82%	94%	88%	89%	94%	86%	88%	97%	100%
% long stay parking (=3hrs)	45%	55%	58%	78%	69%	64%	62%	67%	67%	57%	53%	40%

Appendix 3 : Car Parking Charges

Parking Charges

<p>Parking Charges Inner city centre</p>	<p>20 minutes : £1 40 minutes :£2 1 hour : £3 2 hours: £4 (after 6pm)</p>
<p>Parking Charges Outer city centre</p>	<p>20 minutes :£1 40 minutes :£2 1 hour : £3 2 hours: £4</p>
<p>Parking Charges Peripheral Zones</p>	<p>30 minutes 50p 1 hours: £1 2 hours : £2 3 hours : £3</p>
<p>Parking Charges Foresterhill / Garthdee</p>	<p>2 hours : £1.50 All day : £4.50</p>
<p>Parking Permit Charges</p>	<p>Residents</p> <p>£80 for 12 months £42 for 6 months £22 for 3 months</p> <p>Business</p> <p>£500 for 12 months £260 for 6 months £135 for 3 months</p> <p>Contractor</p> <p>£ 550 for 12 months £ 300 for 6 months £ 150 for 3 months £ 50 for 1 month</p>

**Appendix 4
Public Transport Fares**

<p>Single Fare</p>	<p>Adult Stage 1-2 £1.20 Adult Stage 3-5 £2.00 Adult Stage 6+£ £2.50</p>
<p>Return Fare</p>	<p>Adult 1-2 stages £2.00 Adult 3-5 stages £3.50 Adult 6+ stages £4.30</p>
<p>FirstDay Peak Prices</p>	<p>FirstDay Adult £4.70 FirstDay Child £2.60</p>
<p>FirstDay off-Peak Prices</p>	<p>FirstDay Adult £4.10 FirstDay Child £2.20</p>
<p>FirstDay Family Price</p>	<p>FirstDay Family Ticket £8.00</p>
<p>Season Ticket Prices</p>	<p>First 4Week Adult £64.00 First 4Week Child £33.00 First 12Week Adult £160.00 First 12Week Child £90.00 First 6Month Adult £350.00 First Annual Adult £660.00</p>

Appendix 5
Charges

Car Parks

Chapel Street Multi Denburn Multi West North Street Multi Virginia Street	Up to 2 hours	£2.00
	2 to 3 hours	£3.00
	3 to 4 hours	£4.00
	4 to 5 hours	£5.00
	5 to 6 hours	£6.00
	6 to 10 hours	£10.00
	10 to 14 hours	£14.00
	* (Denburn Multi only) 1 hour special * £1.00	
Monthly Permits (calendar month)		£2
Bon Accord/ St Nicholas	2 hours	£2.30
	3 hours	£3.30
	4 hours	£4.50
	5 hours	£4.70
	6 hours	£4.90
	7 hours	£8.00
	8 hours	£12.00
	10 hours	£14.00
12 hours	£18.00	
Union Square	0 to 2 hours	£2.00
	2 to 3 hours	£3.00
	3 to 4 hours	£4.00
	4 to 5 hours	£5.00
	5 to 6 hours	£6.00
	6 to 7 hours	£7.00
	7 to 24 hours	£15.00
Trinity Shopping Centre	Up to 1 hour	£2.30
	Up to 2 hours	£2.40
	Up to 3 hours	£3.50
	Up to 4 hours	£4.60
	Up to 5 hours	£5.20
	Up to 6 hours	£6.80
	Up to 7 hours	£8.50
	Up to 9 hours	£12.50
	Up to 12 hours	£14.50
Up to 24 hours	£18.50	
Shiprow	1 hour	£3.00
	1 to 2 hours	£6.00
	2 to 3 hours	£9.00
	3 to 4 hours	£12.00
	4 to 24 hours	£15.00

Appendix 6 - ON-STREET PARKING CHARGES

ABERDEEN CITY COUNCIL

INNER CENTRAL CORE ZONES

ZONE	Residents Permits		Business Permits	Contractor Permits	Pay and Display	On-Street Pay & Display Parking
	First Permit	Second Permit				
ZONE A	£80 for 12 months £42 for 6 months £22 for 3 months	N/A	£500 for 12 months £260 for 6 months £135 for 3 months	£550 for 12 months £260 for 6 months £150 for 3 months £50 for 1 month	Mon-Sat 08:00-20:00 & Sun 13:00-17:00	20 min £1.00 40 min £2.00 1 Hr maxi stay £3.00 2 Hr (after 6pm Mon to Sat) £4.00
ZONE B	Same as above	N/A	Same as above	Same as above	Mon-Sat 08:00-20:00 & Sun 13:00-17:00	Same as above
ZONE C	Same as above	N/A	Same as above	Same as above	Mon-Sat 08:00-20:00 & Sun 13:00-17:00	Same as above
ZONE E	Same as above	N/A	Same as above	Same as above	Mon-Sat 08:00-20:00 & Sun 13:00-17:00	Same as above
ZONE F	Same as above	N/A	Same as above	Same as above	Mon-Sat 08:00-20:00 & Sun 13:00-17:00	Same as above
ZONE G	Same as above	N/A	Same as above	Same as above	Mon-Sat 08:00-20:00 & Sun 13:00-17:00	Same as above

OUTER CENTRAL CORE ZONES

ZONE H	£80 for 12 months £42 for 6 months £22 for 3 months	£120 for 12 months £63 for 6 months £36 for 3 months	£500 for 12 months £260 for 6 months £135 for 3 months	£550 for 12 months £260 for 6 months £150 for 3 months £50 for 1 month	Mon-Sat 08:00-20:00	20 min £1.00 40 min £2.00 1 Hr £3.00 2 Hr (Maxi stay) £4.00
ZONE J	Same as above	Same as above	Same as above	Same as above	Mon-Sat 08:00-20:00	Same as above
ZONE K	Same as above	Same as above	Same as above	Same as above	Mon-Sat 08:00-20:00	Same as above
ZONE N	Same as above	Same as above	Same as above	Same as above	Mon-Sat 08:00-20:00	Same as above
ZONE P	Same as above	Same as above	Same as above	Same as above	Mon-Sat 08:00-20:00	Same as above

INNER PERIPHERAL ZONES

ZONE L	Same as above	Same as above	Same as above	Same as above	Mon-Sat 08:00-18:00	30 min £0.50 , 1 Hr £1.00 , 2 Hrs £2.00 , 3 Hrs (Maxi stay) £3.00
ZONE M	Same as above	Same as above	Same as above	Same as above	Mon-Sat 08:00-18:00	Same as above
ZONE RR	Same as above	Same as above	Same as above	Same as above	Mon- Fri 10:00-16:00	Same as above
ZONE T	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:00-18:00	Same as above
ZONE V	Same as above	Same as above	Same as above	Same as above	Mon-Fri 09:00-17:00	Same as above
ZONE W	Same as above	Same as above	Same as above	Same as above	Mon-Sat 08:00-18:00	Same as above
ZONE X	Same as above	Same as above	Same as above	Same as above	Mon-Fri 09:00-17:00	Same as above

CONTROLLED PARKING ZONES (VOUCHER)

ZONE Y	£80 for 12 months £42 for 6 months £22 for 3 months	£120 for 12 months £63 for 6 months £36 for 3 months	£500 for 12 months £260 for 6 months £135 for 3 months	£550 for 12 months £260 for 6 months £150 for 3 months £50 for 1 month	Mon-Fri 10:00-16:00	£1.50 for up to 2 hours £4.50 for a whole day
ZONE Z	£80 for 12 months £42 for 6 months £22 for 3 months	£120 for 12 months £63 for 6 months £36 for 3 months	£500 for 12 months £260 for 6 months £135 for 3 months	£550 for 12 months £260 for 6 months £150 for 3 months £50 for 1 month	Mon-Fri 10:00-16:00	£1.50 for up to 2 hours £4.50 for a whole day

DUNDEE CITY COUNCIL

ZONE	Residents Permits		Business Permits	Contractor Permits	Pay and Display	On-Street Pay & Display Parking
	First Permit	Second Permit				
City Centre	£70 for 12 months 0 - 4 months remaining - No refund. 4 - 8 months remaining - £17.50 8 months or more remaining - £42	No restrictions at this moment, however it's going to be maximum of 2 shortly.	£81 for 12 months. Between 5 to 9 permits with 5% discount £77. Then increase in every 5 permits 2.5% discount applies. Only applicable in long stay car parks.	£18 per day	Mon-Sat 08:00-18:00 & Sun 13:00-18:00	City Centre 20 min £0.80 40 min £1.40 1 Hr £2.00 Dudhope Street, Barrack Road, Hilltown, Dudhope Crescent/Road 2 Hrs £1.90 4 Hr £3.10
Broughty Ferry (Off Street car parks only)	£50 for 12 months 0 - 4 months remaining - No refund. 4 - 8 months remaining - £12.50. 8 months or more remaining - £30	Same as above	Same as above	Same as above	Mon-Sat 08:00-18:00 & Sun 13:00-16:00	Same as above
Menziesshill (Ninewells Hospital – North-western area)	£5 for 12 months	Same as above	Same as above	Same as above	Residents' only- parking problems due to Ninewells Hospital.	Perth Road 2 Hrs £1.90 4 Hr £3.10

EDINBURGH CITY COUNCIL

CENTRAL ZONES

ZONE	Residents Permits										Business Permits	Pay and Display	Visitor's Permit	On-Street Pay & Display Parking
	First Permit (engine size in cc)					Second Permit (engine size in cc)								
	0-1	1.1-1.8	1.8-2.5	2.5-3.0	3.0+	0-1.0	1.1-1.8	1.8-2.5	2.5-3.0	3.0+				
ZONE	£57.50 for 12 months	£161.50 £86.50 £46.00	£185.00 £98.00 £52.00	£231.50 £121.50 £63.50	£371.00 £191.50 £98.50	£72.50 for 12 months	£202.50 £107.00 £56.00	£231.00 £121.50 £63.00	£290.00 £150.00 £78.00	£463.00 £237.50 £121.50	Not applicable	Mon-Sat 08:30-18:30	Not Applicable	£2.40/hr
ZONE 1	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Not applicable	Mon-Sat 08:30-18:30	Not Applicable	£3.00/hr
ZONE 2	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Not applicable	Mon-Sat 08:30-18:30	Not Applicable	£3.00/hr
ZONE 3	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Not applicable	Mon-Sat 08:30-18:30	Not Applicable	£3.00/hr near Waverly Station and £2.40/hr rest of the area
ZONE 4	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Not applicable	Mon-Sat 08:30-18:30	Not Applicable	£2.40/hr

PERIPHERAL ZONES

ZONE	Residents Permits										Business Permits	Pay and Display	Visitor's Permit	On-Street Pay & Display Parking
	First Permit engine size in cc					Second Permit engine size in cc								
	0-1	1.1-1.8	1.8-2.5	2.5-3.0	3.0+	0-1.0	1.1-1.8	1.8-2.5	2.5-3.0	3.0+				
ZONE 5	£28.50 for 12 months	£81.00 £46.00 £25.50	£92.50 £52.00 £29.00	£115.5 £63.50 £35.00	£185.5 £98.50 £52.00	£36.00 for 12 months	£101.00 £56.00 £31.00	£115.50 £63.50 £34.50	£144.50 £78.00 £42.00	£232.0 £121.5 £63.50	Peripheral retailers' permit – 1 per retailers. £400 per year	Mon-Fri 08:30-17:30	Not Applicable	£1.50/hr
ZONE 5A	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Not Applicable	£2.00/hr close to city centre and £1.50hr rest of this zone
ZONE 6	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Not Applicable	£2.00/hr close to city centre and £1.50hr rest of this zone
ZONE 7	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Not Applicable	£1.50/hr
ZONE 8	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Not Applicable	£1.50/hr

EXTENDED ZONES

ZONE	Residents Permits										Business Permits	Pay and Display	Visitor's Permit	On-Street Pay & Display Parking
	First Permit engine size in cc					Second Permit engine size in cc								
	0-1	1.1-1.8	1.8-2.5	2.5-3.0	3.0+	0-1.0	1.1-1.8	1.8-2.5	2.5-3.0	3.0+				
ZONE N1	£28.50 for 12 months	£81.00 £46.00 £25.50	£92.50 £52.00 £29.00	£115.5 £63.50 £35.00	£185.5 £98.50 £52.00	£36.00 for 12 months	£101.00 £56.00 £31.00	£115.50 £63.50 £34.50	£144.50 £78.00 £42.00	£232.0 £121.5 £63.50	1 per retailers. £400 per year	Mon-Fri 08:30-17:30	£0.60 for 90 minutes £0.30 for 90 minutes (disability)	£1.00/hr
ZONE N2	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Same as above	£1.00/hr
ZONE N3	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Same as above	£1.00/hr
ZONE N4	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Same as above	£1.00/hr
ZONE N5	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Same as above	£1.00/hr

EXTENDED ZONES

ZONE	Residents Permits										Business Permits	Pay and Display	Visitor's Permit	On-Street Pay & Display Parking
	First Permit engine size in cc					Second Permit engine size in cc								
	0-1	1.1-1.8	1.8-2.5	2.5-3.0	3.0+	0-1.0	1.1-1.8	1.8-2.5	2.5-3.0	3.0+				
ZONE S1	£28.50 for 12 months	£81.00 £46.00 £25.50	£92.50 £52.00 £29.00	£115.5 £63.50 £35.00	£185.5 £98.50 £52.00	£36.00 for 12 months	£101.00 £56.00 £31.00	£115.50 £63.50 £34.50	£144.50 £78.00 £42.00	£232.0 £121.5 £63.50	Extended retailers' permit – 1 per retailers. £400 per year	Mon-Fri 08:30-17:30	£0.60 for 90 minutes £0.30 for 90 minutes who meet disability criteria	£1.00/hr
ZONE S2	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Same as above	£1.00/hr
ZONE S3	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Same as above	£1.00/hr
ZONE S4	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Same as above	Mon-Fri 08:30-17:30	Same as above	£1.00/hr

GLASGOW CITY COUNCIL

ZONE	Residents Permits		Business Permits	Contractor Permits	Pay and Display	On-Street Pay & Display Parking
	First Permit	Visitor Permit				
CITY CENTRE	£250 for 12 months £65 for 3 months	N/A	N/A	N/A	Mon - Sat 8:00 - 6:00pm	60p for 12mins 2 hour max stay
HILLHEAD	£135 for 12 months £72 for 6 months £36 for 3 months	N/A	N/A	N/A	Mon-Fri 8:45am-5:15pm	10p for 20 mins 30p for 1 hour 4 hour max stay
GARNETHILL	Same as above	£2 for each 6 hour time period 8am - 2pm 12 noon - 6pm 4pm - 10am	N/A	N/A	Mon-Sun 8am-10pm	50p for 30 mins 1 hour max stay
SCOTSTOUN	Free	£10	£700 for 12 months	N/A	Zone timings vary according to the event	No Pay and Display bays
HAMPDEN	Free	£10	£700 for 12 months	N/A	Zone timings vary according to the event	No Pay and Display bays
NAPIERSHALL	£50 for 12 months £15 for 3 months	£2 for each 6 hour time period 8am - 2pm 12 noon - 6pm 4pm - 10am	£700 for 12 months	N/A	Mon - Sun, 8am - 10pm	10p for first 30 mins 10p for every 10 mins thereafter (max stay 3 hours)

BELMONT AND HAMILTON DRIVE AREA	£50 for 12 months £15 for 3 months	Same as above	£700 for 12 months	N/A	Mon - Sun, 8am - 10pm	Same as above
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WEST OF GLASGOW CITY CENTRE

ZONE	Residents Permits (No Limit)		Business Permits	Contractor Permits	Pay and Display	On-Street Pay & Display Parking
	First Permit	Visitor Permit				
Belmont	£50 for 12 months £15 for 3 months	£2 for each 6 hour time period 8am - 2pm 12 noon - 6pm 4pm - 10am	£700 for 12 months	N/A	Mon - Sun, 8am - 10pm	10p for first 30 mins 10p for every 10 mins thereafter (max stay 3 hours)
Cranstonhill	Same as above	Same as above	Same as above	N/A	Mon - Fri, 8am - 6pm	Same as above
Kelvingrove	Same as above	Same as above	Same as above	N/A	Mon - Fri, 8am - 6pm	Same as above
Park	Same as above	Same as above	Same as above	N/A	Mon - Fri, 8am - 6pm	10p for first 30 mins 10p for every 10 mins thereafter (up to 3 hours) 10p for every 5 mins thereafter (Park Circus Only)
Sandyford	Same as above	Same as above	Same as above	N/A	Mon - Fri, 8am - 6pm	10p for first 30 mins 10p for every 10 mins thereafter (max stay 3 hours)
Spiersgate	Same as above	Same as above	Same as above	N/A	Mon - Fri, 8am - 6pm	Same as above

Woodside	Same as above	Same as above	Same as above	N/A	Mon - Fri, 8am - 6pm	Same as above
Woodlands	Same as above	Same as above	Same as above	N/A	Mon - Sun, 8am - 10pm	Same as above

NEWCASTLE CITY COUNCIL

Zone	Resident Permit		Visitor Permit	Seasonal Permit		Business Permit	Charity Permit	Public Sector Permit
	First	Second		Zone 1	Zone 2			
Zone A Outer Areas (Retail and business centres)	£25.00 per annum * £12.50 discount for the first successful low emission application	£75.00 per annum * £37.50 discount for the second low emission application	£25 per annum	N/A	N/A	£92 (1-2 Permits) £184 (3-5 Permits) £276 (6-10 Permits)	FREE (1-2 Permits) £92 (3-5 Permits) £184 (6-10 Permits)	£82 per annum <i>City Council Agents,</i> <i>Primary Care Trust,</i> <i>Certain Local Authority Vehicles</i>
Zone B Peripheral city centre areas	Same as above	Same as above	Same as above	N/A	N/A	£175 (1-2 Permits) £350 (3-5 Permits) £525 (6-10 Permits)	FREE (1-2 Permits) £175 (3-5 Permits) £350 (6-10 Permits)	Same as above
Zone C City Centre	Same as above	Same as above	Same as above	£99 per annum	£131 per annum	£588 (1-2 Permits) £1176 (3-5 Permits) £1764 (6-10 Permits)	FREE (1-2 Permits) £588 (3-5 Permits) £1176 (6-10 Permits)	Same as above

City Plans

Appendix 7

The information below is an extract from the Aberdeen City Council document "Application for Lock Ups, Garage sites and Parking Spaces" published August 2011.

ABERDEEN CITY COUNCIL

HOUSING AND ENVIRONMENT

APPLICANT PRIORITY FOR LOCK-UP GARAGES AND PARKING SPACES

Applicants must complete and submit this application form when they wish to be considered for a parking space, garage site or lock-up. They are then placed into one of twelve groups depending on their circumstances, details of which are given below :-

Group A

Aberdeen City Council (ACC) tenant living in a block/housing development (with specifically designated spaces, e.g. Denburn Court, Linksfield Court) with no other parking space or requiring a Transfer.

Group B

ACC tenant living in the area (with no other lock-up/parking space) or requiring a Transfer.

Group C

Applicant, who is not a current ACC Tenant, living in the area (with no other lock-up/parking space) or requiring a Transfer.

Group D

Motorbike owner living in the area.

Group E

Out of area applicant, ACC tenant (with no other lock-up/parking space) or requiring a transfer.

Group F

Out of area applicant, non-ACC tenant (with no other lock-up/parking space) and all out of area motorbike owners, or requiring a transfer.

Group G

Applicant who resides outwith Aberdeen City

Group H

ACC tenant living in the area but requires a second lock-up/parking space

Group I

Non-ACC tenant living in the area but requires a second lock-up/parking space

Group J

Out of area applicant, ACC tenant but requires a second lock-up/parking space

Group K

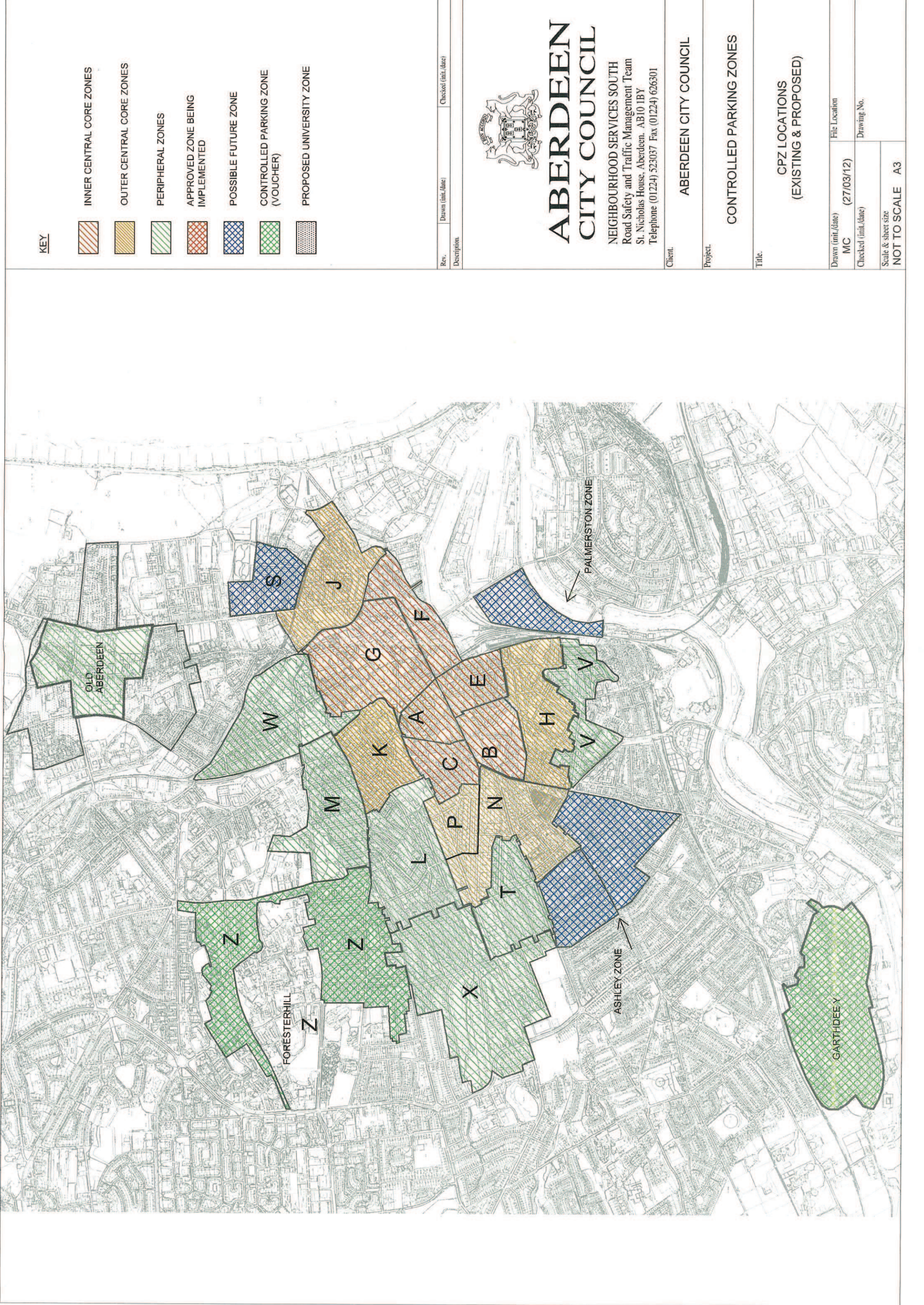
Out of area applicant, Non - ACC tenant but requires a second lock-up/parking space

Group L

Business Rental

Allocations are made from the groups with Group A having the greatest priority through to Group L with the lowest. Within the groups applicants are prioritised by date of application - oldest to newest.

Garage Sites - there is little demand for these and interested parties should contact the Selections Unit directly on direct dial 01224 523790 to discuss availability.



KEY

- INNER CENTRAL CORE ZONES
- OUTER CENTRAL CORE ZONES
- PERIPHERAL ZONES
- APPROVED ZONE BEING IMPLEMENTED
- POSSIBLE FUTURE ZONE
- CONTROLLED PARKING ZONE (VOUCHER)
- PROPOSED UNIVERSITY ZONE

Rev.	Drawn (init./date)	Checked (init./date)


ABERDEEN CITY COUNCIL
 NEIGHBOURHOOD SERVICES SOUTH
 Road Safety and Traffic Management Team
 St. Nicholas House, Aberdeen, AB10 1BY
 Telephone (01224) 523037 Fax (01224) 626301

Client: ABERDEEN CITY COUNCIL

Project: CONTROLLED PARKING ZONES

Title: CPZ LOCATIONS (EXISTING & PROPOSED)

Drawn (init./date)	File Location
MC (27/03/12)	
Checked (init./date)	Drawing No.
Scale & sheet size	
NOT TO SCALE	A3

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Strategic Planning and Infrastructure
DATE	12 November 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Parades – Marches Operating and Charging Policy
REPORT NUMBER:	EPI/13/214

1. PURPOSE OF REPORT

A report on a policy review and the introduction of a processions charging policy was instructed by the Urgent Business Committee of the 29 April 2013.

2. RECOMMENDATION(S)

- a) to note the content of this report
- b) To agree one of the following options

Option 1

That the current system of charging for all costs associated with Parades/Marches along Union Street be continued.

Option 2

To approve the Policy on Charging for 2013 (Appendix A)

- c) If Option 2 is approved
Forward this report to Finance and Resources Committee to request that an additional budget of £21,000 for Processions in Aberdeen in accordance of the policy for 2014-2015 and beyond be included within the budget setting process

3. FINANCIAL IMPLICATIONS

Option 1 will not incur any additional charges to the Council

Option 2 will require an additional annual budget of £21,000

4. SERVICE & COMMUNITY IMPACT

This report has no direct implications in relation to Equalities & Human Rights Impact Assessment.

Equalities & Human Rights Impact Assessment will be required within the annual report for parade applications.

5. OTHER IMPLICATIONS

None

6. REPORT

Aberdeen City Council has had a practice of charging all those who required to March/Parade along Union Street. Charges were first introduced when Grampian Police (now Police Scotland) took the view that the practice of managing marches/parades by using a rolling closure longer appropriate to provide for these events, that a rolling closure no longer complied with the requirements of the relevant best practice guide and that they could not provide the necessary resources to manage the required road closures.

Although groups were able to obtain a Parade/March approval through the Licensing Committee not all went ahead as some considered that the additional costs of Temporary Traffic Order and Traffic Management were outside their capability, or as in most cases did not want to pay the additional costs

For small, low key Parades/Marches St Nicholas Churchyard was made available for assembly, Grampian police provided staff to provide a rolling closure down Union Street to the dis-assembly point in Castlegate. For this type of Parade/ March neither the Council nor the Police raised any charges although they both incurred staff time.

Castlegate, although not as part of a policy, has been the location where small groups have been permitted to assemble, have meetings and hand out flyers, there has been no charge associated with this approval. Where additional safety requirements are considered necessary any costs incurred by Aberdeen City Council have been charged to the organisers.

Large Parades/Marches require a considerable amount of staff time, both to ensure suitable arrangements are in place for the management of such marches/parades and to establish and operate traffic management arrangements on the day. Not all of this time has t been charged through to applicants. Currently applicants are charged for a Temporary Traffic Order at a cost of £850 or £1,150 dependant on the timing of the order and Traffic Management which varies between £3,000 and £3,500 depending on the length of time of the parade.

Policy Review

In order to consider current and future policy the following criteria were considered

- a) Time for assembly
- b) Time of set off
- c) Number of likely participants
- d) Security
- e) Traffic Management requirements
- f) Number of “free” parades per year
- g) Requested date and its proximity to other scheduled events
- h) When can they be booked and how many weeks in advance
- i) Restricted periods
- j) Cost of temporary traffic order
- k) Cost of traffic management
- l) Licensing approval
- m) Available finances
- p) Impact on the local economy

In order to consider the above a small working group was set up consisting of officers from the relevant service (Temporary Traffic Order, Events, Traffic Management, General Manager) in EP&I, each item in the above list along with other relevant issues was discussed in length and the results are set out in the policy document (Appendix A)

7. BACKGROUND PAPERS

Urgent Business Committee of 29th April 2013

<http://councilcommittees.acc.gov.uk/ieListDocuments.aspx?CId=334&MId=3042&Ver=4>

8. REPORT AUTHOR DETAILS

 Mike Cheyne
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 mcheyne@aberdeencity.gov.uk

Appendix A



Policy on Charging for Parades/Marches in Aberdeen

August 2013

Index

1.0 Aims and Objectives

2.0 Policy Statement

3.0 Application of Charges

4.0 Responsibilities

1. Aims and objectives

Aim

The aim of Aberdeen City Council Policy on Charging for Parades/ Marches is to define suitable locations, times and costs associated with occupancy of the adopted road network.

Scope

This policy applies without exception, to all adopted or public roads managed by Aberdeen City Council

Objectives

To ensure that occupation of the adopted or public road network is managed in accordance with current legislative requirement and best practice to ensure that public safety is maintained during the period.

2. Policy Statement

- 2.1** In recognition of the Councils' duties under the Road Scotland Act (1984), Local Government Act (2003) and the Transportation Act (2010) along with the requirements of the "Purple Guide" (HSG195) occupation of roads for the purposes of Parades/ Marches etc is required to be managed.
- 2.2** All Parades/ Marches etc who require closure of an adopted/public or private road managed by Aberdeen City Council must obtain the required permissions.
- 2.3** All Parades/ Marches etc are required to obtain a license through Aberdeen City Council's Licensing Committee. Applications are to be in accordance with appropriate time requirements for consideration by relevant parties.
- 2.4** Traffic Management for all City Centre Parades/ Marches will be provided by Aberdeen City Council
- 2.5** Security costs will not be met by the Council, parade Organisers are required to employ/supply the appropriate number of stewards based on the recommendations of the Purple Guide.
- 2.6** No parades under items 3.2 and 3.3 will be allowed in the eight weeks prior to Christmas Day
- 2.7** Parades/ Marches under items 3.2 and 3.3 will only be allowed on a Saturday

- 2.8** Parades/ Marches under items 3.2 and 3.3 will have an agreed set off time between 10.00am and 11.00am with a set up time of half an hour before set off
- 2.9** Parades/ Marches under items 3.2 and 3.3 will have an agreed finish time. Where this is not met then they will be charged full costs for the operation.
- 2.10** Parades/ Marches under items 3.2 and 3.3 will only be allowed on an understanding that participants involved will exceed 300 people. Parades/Marches with less than the minimum will be charged full costs for the operation
- 2.11** Parades/ Marches under items 3.2 and 3.3 will be a maximum of one per month between 1st April and 30th September
- 2.12** The prescribed location for assembly for any group/organisation without a parade is the Castlegate
- 2.13** Applications for a parade under items 3.2 and 3.3 will require to be submitted to the Council in October for Committee approval in December/January. Late submissions will not be accepted.

3. Application of charges

- 3.1** Assembly in Castlegate with no Parades/ Marches.
No Charge will be made for traffic management nor for the Temporary Traffic Order, Any costs. Incurred through Aberdeen City Council, for equipment hire for an event in the Castlegate will be passed onto the event organiser.
- 3.2** Parades/ Marches: Assembly in Diamond Street with a procession along Union Street to Castlegate.
No Charge where budgets are available to meet costs.
- 3.3** Parades/ Marches: Assembly in Union Terrace with a procession along Union Street to Castlegate.
No Charge where budgets are available to meet costs. (This location would only be used for parades/marches with a high number of vehicles/floats)
- 3.4** Parades/ Marches: Assembly in Albyn Place with a procession along Union Street to Castlegate.
Full costs for the provision of the Temporary Traffic Order and the appropriate Traffic Management to be met by the Organiser.
- 3.5** Parades/Marches using any other adopted or public roads within the City.

Full costs associated with the provision of the Temporary Traffic Order and Traffic Management to be met by the Organiser.

This policy will be reviewed bi-annually, or as necessary to reflect changes in legislation or best practice.

4. Responsibilities

4.1 Enterprise, Planning and Infrastructure Committee

- (a) Agree the parties who will be allocated “No Charge” Parades/ Marches
- (b) Forward the allocated Parades/ Marches to the appropriate Licensing Committee for them to approve/reject the applicants Parade/ March

4.2 Finance and Resources Committee

- (a) Agree suitable budget to accommodate the provision of Parades/ Marches under items 3.2 and 3.3. If there is no suitable budget applicants will be required to meet the full cost of the parade/march.

4.3 Enterprise Planning and Infrastructure

- (a) Receive applications for Parades/ Marches under items 3.2 and 3.3 and write the report for EP&I Committee

Definitions

Adopted/Public Road:	List of Public Roads
Private Road:	All Roads not included above that have access to the public
Road Scotland Act (1984):	Act of Parliament in the United Kingdom, which provided powers to regulate or restrict traffic on UK roads, in the interest of safety
Transport Scotland Act (2005):	Local authority required to provide information on all roads closures etc on the Scottish Road Works Register
Local Government Act (2003):	Introduced the concept of Best Value and Accountability
Purple Guide(HSG195):	The guide brings together information needed by event organisers, their contractors and employees to help them satisfy the requirements of the Health and Safety at Work etc Act 1974 (HSW Act) and associated regulations. It will also enable organisers to understand the needs of others concerned with events, such as the local authority and emergency services, with whom they will need to co-operate. (This Guidance is currently under review)
Traffic Management:	The physical operation of opening and closing roads, managing closed roads and traffic diversions.
Traffic Orders:	Required by Roads (Scotland) Act 1984 to manage and inform on proposed road closures, diversions, times etc

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ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE - COMMITTEE BUSINESS – UPDATED FOLLOWING MEETING 29/8/13

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)	<u>Berryden Corridor – Transport Infrastructure Improvements</u> 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.	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. The Committee agreed on 6 th November 2012 that this item was to remain on the Committee Business Statement. Key milestones for Phase 1 were included in the Strategic and Local Transport Projects update report at the meeting of 29 August 2013. 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 Committee decisions. Where key	Maggie Bochel		
2.	Enterprise, Planning and Infrastructure Committee 26.11.10 (article 19)	<u>(1) Access from the North – An Integrated Transport Solution - (2) Access from the North Proposals “Third Don Crossing”</u> The Committee resolved, amongst other things to request a regular report back on		Maggie Bochel		

<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>Enterprise, Planning and Infrastructure Committee 18.01.11 (article 25)</p>	<p>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 sources of funding.</p>	<p>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 6th 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 Aberdeen to meet him,</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)	The Committee on 6 November 2012 agreed that this item was to remain on the Committee Business Statement.	<p>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</p> <p>(v) to instruct officers to report to each meeting of the Enterprise, Planning and Infrastructure Committee on progress in delivering the project.</p> <p>An update was included in the strategic and local transportation projects update report at the meeting of 29 August 2013.</p>			
3.	Enterprise, Planning and Infrastructure 15.03.11 (article 4)	<p><u>Parking Charges/Emissions-based Permit System</u></p> <p>The Committee resolved, amongst other things, in relation to recommendations from the Controlled Areas Parking Working Group -</p> <p>(i) to agree that a review of parking charges and entitlement set by other Council services be undertaken and reported to the Enterprise, Planning and Infrastructure Committee</p>	<p>This will form part of a wider report on city parking charges (see item 25 below), to be submitted in November, 2013</p> <p>A report combining items 3, 5 and 20 on this statement is included on the agenda for consideration.</p> <p>(Removal from Statement?)</p>	Hugh Murdoch/ Maggie Bochel	13.09.11	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>
4.	Enterprise, Planning and Infrastructure 13.09.11 (article 24)	<p>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>				
	Enterprise, Planning and Infrastructure 13.09.11 (article 24)	<p>South Aberdeen Coastal Regeneration Project (SACRP) – Programme Developments</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&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	21.05.12	

<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.	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.	A report combining items 3, 5 and 20 on this statement is included on the agenda for consideration. (Removal from Statement?)	Hugh Murdoch Donald Urquhart	6.11.12	12.11.13
6.	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 how future events of the type described are to be managed in Park and Ride sites.	At the meeting on 28 August 2013, it was agreed to report back to the next meeting of the Committee on the production of a policy for the management of events at park and ride sites and open spaces. This is addressed within the Strategic and Local Transportation Projects Report on the agenda. (Removal from Statement?)	Maggie Bochel	22.01.13	21.01.14
7.	Enterprise, Planning and Infrastructure 11.09.12 (article 23)	<u>Aberdeen The Smarter City: A Strategy for 2020</u> The Committee agreed to instruct officers to report back to the Committee in August 2013 with the strategy and implementation plan for	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	Maggie Bochel	29.08.13	13.03.14

<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>
		approval.	<p>partners.</p> <p>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.</p>			
8.	Enterprise, Planning and Infrastructure 31.05.12 (article 31)	<p><u>Bridge of Don Park and Ride</u></p> <p>The Committee resolved, amongst other things, to:-</p> <p>(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 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,</p>	<p>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.</p> <p>Reporting back on this item is subject to the decision of Council on the outcomes of the AECC tendering process. The impacts on Bridge of Don Park and Ride would then be reported back to this Committee early in 2014.</p>	Maggie Bochel	06.11.12	21.01.14

<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>
		Planning and Infrastructure Committee.				
9.	Enterprise, Planning and Infrastructure 11.09.12 (article 26)	<p><u>Shared Pathway - (A96/Old Meldrum Road/ Mugiemoos Road, Aberdeen) Dubford/Greenbrae Area.</u></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	04.09.14	
10.	Enterprise, Planning and Infrastructure 11.09.12 (article 29)	<p><u>Extension of Pay by Phone Parking</u></p> <p>The Committee agreed to instruct officers to report back on the feasibility of paying parking charges by credit/debit cards at parking machines.</p>		Hugh Murdoch	22.01.13	21.01.14
11.	Enterprise, Planning and Infrastructure 11.09.12 (article 38)	<p><u>Bus Shelter Advertising Contract</u></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</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	Maggie Bochel	22.01.13	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>
		Contract and Variation.	<p>early 2014 and a report to Committee will be prepared for November 2013 requesting permission to commence tender procedures.</p>			
12.	Housing and Environment 15.01.13	<p><u>Crematorium Bus Service</u></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 1st 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
13.	Enterprise, Planning and Infrastructure 22.01.13 (article 18)	<p><u>Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development</u></p> <p>The Committee agreed for officers in Planning and Sustainable Development 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>The Committee at its meeting on 21st May 2013 agreed that officers in Planning and Sustainable Development would consult on the proposed amendment to the methodology for calculating commuted payments. 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 was</p>	Maggie Bochel	21.05.13	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>
			<p>agreed that the consultation period is extended to 6 September. A report with the results of the consultation will be prepared for Enterprise, Planning & Infrastructure Committee on 12 November.</p> <p>A report is included on the agenda for consideration.</p> <p>(Not to be removed from the statement at this time)</p>			
14.	Enterprise, and Infrastructure 22.01.13 (article 26)	<p><u>Garthdee Controlled Parking Zone Extension</u></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 pertaining to the implementation of the Controlled Parking Zone.</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> <p>The students have only just returned to University therefore any review of the parking will be to January meeting but more likely March 2014.</p>	Hugh Murdoch	21.05.13	13.03.14
15.	Enterprise, and Infrastructure 22.01.13 (article 31)	<p><u>Aberdeen Renewable Energy Group</u></p> <p>The Committee agreed to instruct officers to obtain a business plan from AREG for the 2013-2018 periods to form the</p>	<p>The AREG Business Plan will be finalised for reporting to the November meeting.</p>	Maggie Bochel	29.08.13	21.01.14

<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>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.</p>				
16.	Enterprise, Planning and Infrastructure 22.01.13 (article 15)	<p><u>2012 International Trade Plan Survey – Presentation</u></p> <p>The Committee agreed to receive a presentation in relation to the 2012 International Trade Plan Survey.</p>	An update on this was included in the information bulletin for the meeting on 21 st May 2013.	Gordon McIntosh	19.03.13	
17.	Enterprise, Planning and Infrastructure 19.03.13 (article 22)	<p><u>Internal Waste Minimisation</u></p> <p>The Committee agreed to instruct officers to establish a plan of waste minimisation actions in 2013 and report back to Committee with an annual review of corporate waste measures.</p>	A report is included on the agenda for consideration. (Removal from Statement?)	Maggie Bochel	29.08.13	12.11.13
18.	Enterprise, Planning and Infrastructure 19.03.13 (article 23)	<p><u>Review of the Aberdeen Local Development Plan</u></p> <p>The Committee agreed to instruct officers to report back to Committee later this year with the draft Main Issues report.</p>	A report is included on the agenda for consideration. (Removal from Statement?)	Maggie Bochel	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>
19.	Enterprise, Planning and Infrastructure 19.03.13 (article 25)	SUMP (Sustainable Urban Mobility Plan) 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	21.01.14
20.	Enterprise, Planning and Infrastructure 19.03.13 (article 33)	Parking Charges 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 consideration our Smarter City objectives and that a report be brought to the Enterprise, Planning and Infrastructure Committee on 12 th November 2013.	A report combining items 3, 5 and 20 on this statement is included on the agenda for consideration. (Removal from Statement?)	Hugh Murdoch	12.11.13	
21.	Enterprise, Planning and Infrastructure 21.05.13 (article 14)	Electric Vehicle Charging 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		Maggie Bochel	13.03.14	03.06.14

<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>
		back to the Committee.				
22.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 6)	Roads Winter Service Plan It was agreed to request officers to report back to the next meeting of this Committee on how the above routes could be included and implemented within the Roads Winter Service Plan 2013-14.	A report is included on the agenda for consideration. (Removal from Statement?)	Hugh Murdoch	12.11.13	12.11.13
23.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 17)	Flood Risk Management It was agreed to instruct officers to report back to Committee when the draft short list of flood management measures for the North East Local Plan District has been progressed to approval stage.		Hugh Murdoch		
24.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 23)	Market Street/Guild Street Junction (i) in relation to the Aberdeen City Council (Market Street/Guild Street, Aberdeen) (Rationalisation of Turning Movements) Order 201(X), uphold the objection received and refuse the making of this order, reverting to the status quo position from January 2014 after the Christmas and New Year period; and (ii) that officers review this in		Maggie Bochel	04.09.14	

<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>
		twelve months' time and report back to the Committee.				
25.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 27)	<u>Speed Survey A944 to B9119</u> It was agreed that officers carry out a detailed road speed survey on the A944 and B9119 and report back to the Committee in twelve months' time.		Hugh Murdoch	04.09.14	
26.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 27)	<u>Extension of 30mph Speed limit on A93 to Old Ferry Road and 153 North Deeside Road</u> It was agreed that officers make the necessary arrangements to extend the current 30 mile per hour speed limit on the A93 to the section between Old Ferry Road and 153 North Deeside Road at Bieldside and report back to the Committee.		Hugh Murdoch	21.01.14	
27.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 28)	<u>Area Around Hill of Rubislaw – Parking Review</u> It was agreed to 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		Hugh Murdoch	21.01.14	
28.	Enterprise, Strategic	<u>C127 Blacktop Road – Flashing Speed Limit Signs</u>		Hugh Murdoch	21.01.14	

<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>
	Planning and Infrastructure 29.08.13 (article 9)	It was agreed that officers would report back to the Committee on the feasibility of installing flashing speed limit signs at C127 Blacktop Road (East to West bound).				
29.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 9)	Rural Roads – Speed Limits It was agreed that officers would report back to the Committee in twelve months time on the speed limits across rural roads.		Hugh Murdoch	04.09.14	
30.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 10)	Flood Guard Grant Scheme The Committee agreed:- 1. to the instigation of a grant for the provision of flood Guards; 2. 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. 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; and		Hugh Murdoch		

<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>
		4. to instruct officer to monitor the take up on this provision and to report back to the committee at a future date				
31.	Council 21.08.13	<u>Governance Arrangements for Arms Length External Organisations</u> The Council agreed to instruct officers to report to the relevant committees on arms length external organisations.	A report is included on the agenda for consideration. (Removal from Statement?)	Acting Director of Corporate Governance	12.11.13	12.11.13
32.	Urgent Business Committee 29.4.13 (article 2)	<u>Processions Charging Policy</u> The Urgent Business Committee resolved, amongst other things, to instruct that a report be submitted to the next meeting of the Finance and Resources Committee on a policy review and the introduction of a processions charging policy.	A report will be submitted to the next meeting of the Enterprise, Strategic Planning and Infrastructure Committee. A report is included on the agenda for consideration. (Removal from Statement?)	Head of Asset Management and Operations	12.11.13	12.11.13

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ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE

MOTIONS LIST – Updated following meeting on 29 August 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 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 fully 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 business growth.</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

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	<p>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&I noting the benefits to Aberdeen having superfast broadband."</p>			<p>A report relating to this motion is to be considered by Council at its meeting on 31 October 2013.</p>			
2.	<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 Aberdeen should not</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>A further letter was issued to the Transport Minister.</p>	Planning & Sustainable Development	22.01.13	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	have to wait until 2019. Immediate improvements would allow the long awaited regeneration of Middlefield to begin."						
3.	<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</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 2013 meeting.	Economic and Business Development	21.05.13	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	Council carries out a consultation exercise to enable micro, small and medium sized business people to have their say in identifying specific suggestions and proposals; and that a report is produced with recommendations for action."						
4.	<p><u>Notice of Motion by Councillor Thomson</u></p> <p>"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.</p> <p>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</p>	06.03.13	<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>	<p>The Committee at its meeting on 21 May 2013 agreed to:-</p> <p>(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</p> <p>(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.</p>	Planning & Sustainable Development	21.01.14	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	be given advance notice."						
5.	<p><u>Notice of Motion</u> by <u>Councillor McCaig</u></p> <p>"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"</p>		<p><u>Enterprise, Strategic Planning and Infrastructure</u> – <u>29.08.13</u></p> <p>The Committee agreed to instruct officers to submit a report to the next meeting of the Committee on the terms of the motion.</p>		Economic and Business Development	12.11.13	No

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