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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 13 January 2014

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, 21 JANUARY 2014 at 2.00 pm.**

JANE G. MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

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 12 November 2013 (Pages 1 - 22)

4 MOTIONS

4.1 Motion by Councillor Greig - Small and Medium Enterprises (Pages 23 - 28)

5 FINANCE AND SERVICE ISSUES

- 5.1 2013-14 Revenue Budget Monitoring (Pages 29 - 38)
- 5.2 Capital Monitoring - Enterprise, Planning and Infrastructure Projects (Pages 39 - 44)
- 5.3 Arms Length External Organisations - Governance Arrangements (Pages 45 - 52)

6 ENTERPRISE

- 6.1 2012 International Trade Plan Survey - Presentation
- 6.2 Draft International Trade Plan 2014-2015 (Pages 53 - 66)
- 6.3 KIMO Membership Review (Pages 67 - 72)
- 6.4 Proposal for the Signing of a Memorandum of Understanding between Aberdeen and Mokpo, South Korea (Pages 73 - 76)
- 6.5 Offshore Northern Seas 2014 Festival, Stavanger, Norway (Pages 77 - 82)
- 6.6 Twinning and International Partnerships (Pages 83 - 90)
- 6.7 Routes Europe Aberdeen 2014 (Pages 91 - 94)
- 6.8 Management of Events in Aberdeen Parks and Open Spaces (Pages 95 - 110)
- 6.9 Aberdeen City Hydrogen Energy Storage (Pages 111 - 116)
- 6.10 Energy Cities Annual Rendezvous 2014 and 2015 and North Sea Commission Conference (Pages 117 - 126)

7 PLANNING AND SUSTAINABLE DEVELOPMENT

- 7.1 Flood Risk Management Scotland Act 2009 - Progress Report (Pages 127 - 138)
- 7.2 Aberdeen Local Development Plan - Development Plan Scheme 2014 (Pages 139 - 158)

- 7.3 Supplementary Guidance - Low and Zero Carbon Buildings (Pages 159 - 182)
- 7.4 Supplementary Guidance - Infrastructure and Developer Contributions Manual (Pages 183 - 216)
- 7.5 Persley Den Woodside Masterplan OP135 - Consultation Results (Pages 217 - 294)
- 7.6 Strategic and Local Transportation Projects Update Report (Pages 295 - 326)
- 7.7 Planning Performance Framework 2012-2013 (Pages 327 - 332)
- 7.8 Communications Strategy for the Third Don Crossing (Pages 333 - 336)

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 337 - 364)
- 8.2 Various Small Scale Traffic Management and Development Associated Proposals (Initial Statutory from November 2013 Committee)

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

- 8.3 The Bush, Peterculter, Aberdeen - Prohibition of Driving Order - Final Stage of Statutory Process Revised (Pages 365 - 378)
- 8.4 Various Small Scale Traffic Management and Development Associated Proposals - Initial Statutory and Final Stage of Statutory Process (From August 2013 Committee) (Pages 379 - 404)

OTHER INFRASTRUCTURE, ROADS AND PARKING ISSUES

- 8.5 Dyce Shuttle Bus New Access Road (Pages 405 - 412)
- 8.6 Driveway Application Appeal - 12 Bervie Brow, Cove, Aberdeen (Pages 413 - 422)

9 COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST

9.1 Committee Business Statement (Pages 423 - 444)

9.2 Motions List (Pages 445 - 448)

10 ITEMS WHICH THE COMMITTEE MAY WISH TO CONSIDER IN PRIVATE

10.1 Aberdeen City Council's Approach to Renewable Energy and the Aberdeen Renewable Energy Group (Pages 449 - 466)

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tel. 522989 or email mmasson@aberdeencity.gov.uk

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

ABERDEEN, 12 NOVEMBER 2013. Minute of Meeting of the ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE. Present:- Councillor Crockett, Convener; Councillor Taylor, Vice-Convener; and Councillors Allan, Boulton, Corall, Cormie (as substitute for Councillor Blackman), Finlayson, Jaffrey, MacGregor, McCaig, Milne, Jean Morrison MBE, Thomson, Young and Yuill.

Also in attendance:- Councillor Malone (for article 6).

The agenda and reports associated with this minute can be found at:-
<http://councilcommittees/ieListDocuments.aspx?CId=140&MId=2897&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

1. Jan Falconer, Manager, Projects, Partnerships and Funding advised that Aberdeen City and Aberdeenshire Councils had received the Urban Network Award for next generation broadband project 'Accelerate Aberdeen'.

REQUEST FOR DEPUTATION

2. In terms of Standing Order 10, the Committee had before it a request for a deputation from Bill Lonsdale representing Stop Taxing Our Parking relating to item 8.5 (Review of Parking Charges) on the agenda.

The Convener proposed that the deputation be heard and that this item be considered earlier on the agenda (article 4 of the minute refers).

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 1 (article 33) of Schedule 7(A) to the Act.

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REVIEW OF PARKING CHARGES – EPI/13/203

4. 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 Bill Lonsdale and Mr Rizzi on behalf of Stop Taxing Our Parking in relation to the recommendations contained within the report on the Review of Parking Charges.

Mr Lonsdale made reference to his complaint in relation to Garthdee Controlled Parking Zone (CPZ) provisions and the Director of Enterprise, Planning and Infrastructure's response. He also made reference to a legal agreement associated with planning application 98/0090 between the Council and Robert Gordon University (RGU), specifically the annual contributions made by the University for the implementation of the CPZ.

Mr Lonsdale requested that the Committee's reconsider its decision to charge residents for residents parking permits in CPZ Zone Y:Garthdee and stand by undertakings given to residents when the zone was first proposed in the establishment of the CPZ, residents were given to understand that the costs would be covered by RGU. This was a mitigation measure to allow a development that otherwise should have been refused consent on residential amenity grounds and was proposed voluntarily by RGU.

Mr Lonsdale also requested that if the Committee still wished to charge, it must again instruct officers to follow the proper procedure and carry out statutory consultation, responses to which consultation must be brought back to Committee before a valid Order can be made.

In addition, Mr Lonsdale requested that the Committee should bring forward the proposals promised by the City Council, for the extension to Zone Y: Garthdee, to include all roads within the boundary of Garthdee Road, Auchinyell Road and South Anderson Drive to protect residents from the impact of ubiquitous parking by students and staff from RGU and recover all costs from RGU, who are the generators of unacceptable parking pressures in a suburban residential area. Next step at earliest opportunity should be the statutory consultation, which must include the funding provision whereby RGU will pay for residents and visitor permits in perpetuity.

Members were invited to ask questions of Mr Lonsdale and Mr Rizzi and then thanked them for their contribution.

The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which responded to the Committee's request for (1) a reappraisal of the parking charges in the city taking into consideration our Smarter City objectives; (2) a review of parking charges and entitlement set by other council services; and (3) 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.

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The report recommended:-

that the Committee -

- (a) 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;
- (b) 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;
- (c) approve the revised on street charges within the peripheral zones to support sustainable travel objectives;
- (d) 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;
- (e) approve the revised parking charge structure for Golden Square off street car park to the onstreet charges;
- (f) 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;
- (g) 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;
- (h) 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";
- (i) 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; and
- (j) 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 (1) 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). (2) Establish the process and cost implications for a pay & display scheme to roll out across the City as 'phase 2' of EBPC.

The Convener, seconded by Councillor Thomson, moved:-
that the Committee –

- (1) agrees recommendations (a) and (d) to (j) in the report;
- (2) agrees to approve a revised reduced residential parking permit charge for the next three years, reducing the cost of the first permit by £10 a year in order that by 2017 the annual cost of the first permit will be £50; and
- (3) instructs officers to consult with Aberdeen Inspired, Visit Aberdeen and the Aberdeen and Grampian Chamber of Commerce on parking charges within the Inner City Centre, Outer City Centre and Peripheral Zones as outlined in Appendix 3 with a view to encouraging city centre regeneration and to report back to the Committee at its meeting on 13th March 2014 with proposals for revised parking charges.

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Councillor Yuill, seconded by Councillor Cormie, moved as an amendment:-
that the Committee –

- (1) notes 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) agrees not to increase the current charging levels for business permits;
- (3) agrees to reduce the charge for each household's first resident's parking permit to £65 and to further reduce this charge to £50 in 2015/16;
- (4) agrees to make no changes to on street parking charges within the peripheral zones;
- (5) approves 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;
- (6) approves the revised parking charge structure for Golden Square off street car park to the on street charges;
- (7) instructs officers to continue to monitor on street parking costs in relation to public transport costs;
- (8) instructs 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, noting that the introduction of any new controlled parking zone would be subject to community support;
- (9) make no revisions to the policy in relation to business permits;
- (10) refers this report to the Housing and Environment Committee;
- (11) instructs officers to monitor the benefits and outcomes of emission related parking charges in other cities and to report back in 18 months;
- (12) notes that officers are seeking counsel's opinion on the implications for Aberdeen City Council of the "Barnet Case" and instructs them to report back on the outcome of this at the earliest possible date;
- (13) in relation to the Garthdee controlled parking zone:
 - (i) agrees to suspend the introduction of residents' parking permit charges;
 - (ii) instructs officers to undertake discussions with RGU with the objective of securing continuing financial support from RGU for the administration costs of the Garthdee controlled parking zone; and
 - (iii) instructs officers to undertake an informal consultation with residents living in the proposed extension to the Garthdee controlled parking zone, on the basis that residents' parking permits in this area would be free of charge, to seek views on whether residents now support the extension of the Garthdee controlled parking zone and to incorporate the results of this into the report previously instructed;
- (14) refers this to the Finance, Policy and Resources Committee to consider allocating any additional finance which may be required arising from 1-13 above; and
- (15) instructs officers to consult with Aberdeen Inspired, Visit Aberdeen and the Aberdeen and Grampian Chamber of Commerce on parking charges

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within the Inner City Centre, Outer City Centre and Peripheral Zones as outlined in Appendix 3 with a view to encouraging city centre regeneration and to report back to the Committee at its meeting on 13th March 2014 with proposals for revised parking charges.

Councillor McCaig, seconded by Councillor Corall moved a further amendment:- that the Committee:-

- (1) agrees to recommendations (a), (d) to (f), (i) and (j) of the report referred to above;
- (2) to make no change to the business parking permits;
- (3) instructs officers to consult with Aberdeen Inspired, Visit Aberdeen and the Aberdeen and Grampian Chamber of Commerce on parking charges within the Inner City Centre, Outer City Centre and Peripheral Zones as outlined in Appendix 3 with a view to encouraging city centre regeneration and to report back to the Committee at its meeting on 13th March 2014 with proposals for revised parking charges; and
- (4) to take no action in relation to recommendation (h) of the report.

In terms of Standing Order 12(9) a division between the two amendments was taken.

On a division, there voted:- for Councillor Yuill's amendment (1) – Councillor Yuill; for Councillor McCaig's amendment (5) – Councillors Corall, Cormie, Jaffrey, MacGregor and McCaig; declined to vote (9) – the Convener, the Vice Convener and Councillors Allan, Boulton, Finlayson, Milne, Jean Morrison MBE, Thomson and Young.

A division between the motion and the successful amendment was then taken.

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

The Committee resolved:-
to adopt the motion

MINUTE OF PREVIOUS MEETING OF 29 AUGUST 2013

5. The Committee had before it the minute of its previous meeting of 29 August, 2013.

The Committee resolved:-
to approve the minute.

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NOTICE OF MOTION BY COUNCILLOR MALONE - EARLSPARK DRIVE

6. With reference to article 7 of the minute of the previous meeting of 29 August, 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 Bielside: Request that the section of Earlsparck Drive, Bielside from number 1 – 22 be resurfaced. This to be funded from the 600k under spend in the general fund.”

Councillor Malone formally moved her motion and explained the rationale behind her request.

The Convener, seconded by the Vice Convener, moved:-
to instruct officers to refer this to the budget process.

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

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

On a division, there voted:- for the motion (14) – the Convener, the Vice Convener and Councillors Allan, Boulton, Corall, Cormie, Finlayson, Jaffrey, MacGregor, McCaig, Milne, Jean Morrison MBE, Thomson and Young; for the amendment (2) – Councillors Malone and Yuill.

The Committee resolved:-
to adopt the motion by the Convener.

NOTICE OF MOTION BY COUNCILLOR MCCAIG – 2014 SCOTTISH GOLF OPEN

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

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Councillor McCaig formally moved his motion and explained the rationale behind it. He further added the following to his notice of motion "The Committee further notes the Council's commitment to equality in all aspects of life". Councillor Corall seconded the amended motion.

The Vice Convener, seconded by the Convener moved as an amendment:-

Aberdeen City Council welcomes the sponsorship commitment Aberdeen Asset Management has generously given to the Men's and Women's Scottish Open 2014 being held at Royal Aberdeen. Aberdeen City Council is delighted that the 2014 Scottish Open will be held in Aberdeen. The competition will promote golf in the north east and highlight Aberdeen as an exceptional destination for golf. Further acknowledges the Council's full support for this major event which will bring enormous benefits to the city. Notes the hypocrisy of the First Minister who, when boycotting the Open golf championship played at Muirfield, stated "I don't think it helps the game to have the suggestion of a bias against women, and the greatest tournament on this planet should have this impression that somehow ladies, women and girls should be second class citizens. I don't think that's right." Later the First Minister in his response to Councillor Angela Taylor's letter detailing her concerns clearly stated that he supports golf clubs that discriminate against women which offer "a form of equality". This Committee notes with dismay the attitude of the First Minister to equality. The Committee further notes the Council's commitment to equality in all aspects of life.

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

The Committee resolved:-
to adopt the amendment.

CAPITAL MONITORING - ENTERPRISE, PLANNING AND INFRASTRUCTURE PROJECTS - EPI/13/146

8. The Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure, 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/13/204

9. The Committee had before it a joint report by the Director of Enterprise, Planning and Infrastructure, 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.

ARMS LENGTH EXTERNAL ORGANISATIONS – GOVERNANCE ARRANGEMENTS

10. The Committee were advised that this item had been withdrawn.

EUROPEAN PROJECTS UPDATE REPORT – EPI/13/184

11. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on European Union funded projects.

The report recommended:-

- (a) notes the successful town twinning project application;
- (b) notes the MUSIC project extension;
- (c) notes the actions taken to implement internal audit report;
- (d) 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; and
- (e) approves attendance for one officer to attend the FCH JU finance workshop in Brussels on 5th November.

The Committee resolved:-

- (i) to approve the recommendations subject to deleting the words “and the Press and Journal” from recommendation (d); and

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- (ii) to note that the Convener, whom failing and a member of the opposition would be attending the pre-launch of the Hydrogen Buses event in Brussels.

OFFSHORE EUROPE 2013 FEEDBACK AND OFFSHORE EUROPE 2015 – EPI/13/188

12. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided feedback from the 2013 Offshore Europe event and detailed the proposed direction for the Council's involvement in Offshore Europe 2015, outlining the cost implications of participation in the exhibition and the activities to be undertaken in support of the event.

The report recommended:-

- (a) note the content of this report;
- (b) 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; and
- (c) support the proposed direction for the promotion of Aberdeen at Offshore Europe 2015.

The Committee resolved:-

to approve the recommendations.

TWINNING AND INTERNATIONAL PARTNERSHIPS - EPI/13/195

13. 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 of the following grants from the International Twinning Budget 2013-2014:-

- a) £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;
- b) £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;
- c) £1,600 towards the visit of a Bavarian Marching Band in the Christmas Parade, 23rd to 25th November 2013;

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- d) £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; and
- e) £900 towards the visit of four Head Teachers from Clermont-Ferrand to meet with potential Aberdeen partner schools, 20th to 23rd November 2013.

The Committee resolved:-

to approve the recommendations.

STRATEGIC HYDROGEN PROGRAMME – EPI/13/208

14. With reference to article 10 of the minute of meeting of the Council on 25 January 2012, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval for participation in Strategic Hydrogen Programme projects which were designed to demonstrate and deploy the most innovative of hydrogen technologies in the area.

The report recommended:-

that the Committee approve -

- (a) that Aberdeen City Council participate and lead the bus feasibility study project with the seven cities if they agree to work in partnership. Failing that, that Aberdeen City Council develop a new partnership to undertake this project. This includes a contribution from Aberdeen City Council of up to £10,000 from existing service budgets;
- (b) 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;
- (c) Aberdeen City Council participation in the Hyacinth Project;
- (d) Aberdeen City Council participation in the ACHES project, subject to securing additional external funding;
- (e) travel for an officer to be nominated by the Director of Enterprise, Planning and Infrastructure to attend 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;
- (f) Aberdeen City Council to participate in the HESTON project, subject to securing additional external funding;
- (g) the proposed delivery mechanism attached at appendix 1; and
- (h) travel costs for two officers, Director of Enterprise Planning & Infrastructure plus Council Leader to launch the Smart Aberdeen 2020 documents in Scotland House, Brussels, on 27th November 2013.

The Committee resolved:-

- (i) to approve the recommendations subject to removing the words “if they agree to work in partnership” from recommendation (a); and

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- (ii) to thank all members of staff involved in the programme.

ABERDEEN LOCAL DEVELOPMENT PLAN POLICY ON AFFORDABLE HOUSING REQUIREMENTS FOR NEW DEVELOPMENT - EPI/13/178

15. With reference to article 18 of the minute of meeting of 21 May 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which summarised the results of the consultation on the role of commuted payments.

The report recommended:-

that the Committee approve -

- (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; and
- (c) report back to this Committee in March 2014 with an update on progress of recommendation (b) and responses to comments from recommendation (a).

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) to instruct officers to write to the Scottish Government expressing concerns in relation to the Chief Planner's suggestion to remove constraints on the development of housing land due to local authorities planning policies on affordable housing, and to seek clarification as to what the Scottish Government will do to mitigate the resultant shortfall in the provision of affordable housing.

ABERDEEN LOCAL DEVELOPMENT PLAN – MAIN ISSUES – EPI/13/182

16. With reference to article 23 of the minute of meeting of 19 March 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the outcomes received from a pre-main issues consultation that took place earlier this year.

The report recommended:-

that the Committee approve -

- (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

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- 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.

The Committee resolved:-

- (i) to amend the report as appropriate to include the following housing sites as preferred development options for consultation:-
- B0904 Woodend Site 2 - 3 houses
 - B0905 Woodend Site 1 – 14 to 16 houses
 - B0913 Malcolm Road East and the remaining land to the south west between Malcolm Road and Bucklerburn Road – 71 houses
 - B0914 Mid Anguston – 8 houses; and
- (ii) to approve the recommendations.

SUPPLEMENTARY GUIDANCE: SERVICED APARTMENTS – EPI/13/179

17. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval of Supplementary Guidance for Serviced Apartments to be released for a four week consultation, following which it will be reported to Committee for approval to adopt as Supplementary Guidance to the Local Development Plan.

The report recommended:-

that the Committee approve Supplementary Guidance: Serviced Apartments be released for a four week consultation.

The Committee resolved:-

to approve the recommendation.

STRATEGIC AND LOCAL TRANSPORTATION PROJECTS UPDATE REPORT – EPI/13/193

18. With reference to article 14 of the minute of the previous meeting, 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;

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- (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.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) that a report be submitted to a future meeting on the use of Park and Ride sites as a safe pick-up and drop-off point for private companies operating buses to transport their employees to their place of employment.

ENVIRONMENTAL NOISE MAPPING AND ACTION PLANNING – EPI/13/196

19. The Committee had before it a joint report by the Directors of Enterprise, Planning and Infrastructure and Housing and Environment which (1) provided information on the draft Aberdeen Noise Action Plan and its release by the Scottish Government for public consultation; and (2) outlined the specific requirement of the 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.

The report recommended:-

that the Committee -

- (a) note the contents of this report;
- (b) instruct relevant officers within the Housing and Environment and Enterprise, Planning and Infrastructure Services to:-
 - (1) 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;
 - (2) jointly develop, in liaison with the Scottish Government, a final Noise Action Plan within the timescales specified by the Scottish Government; and
 - (3) 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.

The Committee resolved:-

to approve the recommendations.

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MARINE SCOTLAND CONSULTATIONS – EPI/13/197

20. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented the draft response on behalf of the Council for five Marine Scotland consultations under the heading 'Planning Scotland Seas'.

The report recommended:-

that the Committee approves the draft consultation response for submission to the Scottish Government.

The Committee resolved:-

to approve the recommendations.

INTERNAL WASTE MANAGEMENT PLAN – EPI/13/199

21. With reference to article 22 of the minute of meeting of 19 March 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented an Internal Waste Minimisation Plan outlining actions to meet objectives of the policy document and highlighting waste actions currently underway by the Council.

The report recommended:-

that the Committee -

- (a) approve the actions to reduce Council waste set out in the Internal Waste Minimisation Plan; and
- (b) refer the Internal Waste Minimisation Plan report to all other Service Committees to endorse.

The Committee resolved:-

to approve the recommendations.

PERSLEY DEN (WOODSIDE) MASTERPLAN – EPI/13/207

22. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the draft Persley Den (Woodside) Masterplan, prepared as a strategy for the future development of land identified in the Aberdeen Local Development Plan as OP135.

The report recommended:-

that the Committee -

- (a) approve the Persley Den (Woodside) Masterplan as interim planning advice; and

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- (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.

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 a delay in the Council coming to a decision would compromise the work undertaken to date and the programme of work developed with the site owner and Scottish Historic Buildings Trust.

BERRYDEN (BROADFOLD WORKS) DEVELOPMENT – EPI/13/215

23. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought a contribution from the Council for an option appraisal for the proposed development of the Broadfold Works site and a further request for the Council to manage funds as detailed in the proposed Section 75 agreement for the site.

The report recommended:-

that the Committee –

- (a) approve a maximum contribution of £15,000 to the Scottish Historic Buildings Trust to prepare an options appraisal, the detail of which will be agreed with Aberdeen City Council's Enterprise Planning & Infrastructure Service for the Grey Mill site; and
- (b) agree that the Council manage the funds as proposed in the draft section 75 agreement provided that all Council costs in so doing and any other obligations arising there from are met by the owners of the Broadfold Works site.

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

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business be considered as a matter of urgency as this would be the only opportunity for the Committee to consider the consultation within the timeframe set by the Scottish Government. It also had to be submitted to the Strategic Development Planning Committee prior to the consultation deadline in December 2013.

SCOTTISH PLANNING POLICY CONSULTATION – EPI/13/224

24. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought agreement to a response to the Scottish Government's re-consultation on parts of Scottish Planning Policy. The response was prepared in collaboration with the Strategic Development Planning Authority and Aberdeenshire Council.

The report recommended:-

that the Committee agree the contents of this report and forward it to the Strategic Development Planning Committee for submission to the Scottish Government.

The Committee resolved:-

to approve the recommendation.

VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (NEW WORKS) - EPI/13/201

25. 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 -
Aboyne Gardens;
Clifton Road;
Hutcheon Court and Greig Court;
Kingswells Park and Ride (North Car Park);
Oscar Road;
Queen Street/Shoe Lane;
Woodlands Drive;

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- Proposals funded by the applicants seeking permission to install driveways - Craigievar Crescent;
- Proposals to be funded from the developer – Crown street; Dubford Development; Loch Street/St Andrew Street; Shielhill Road; St Peter Street.
- Proposals to be funded from the Disabled Parking Revenue budget - Various On-Street Parking (10 spaces); Various Off-Street Parking (20 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, 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;
- (c) 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; and
- (d) 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.

The Committee resolved:-

to approve the recommendations.

TRAFFIC ORDERS AT THE FINAL STAGE OF THE STATUTORY PROCESS - EPI/13/200

26. 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 13 traffic orders and presented which had been received where relevant in each case:-

- (1) The Aberdeen City Council (Trinity Street, Aberdeen) (Loading Bay) Order;

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- (2) The Aberdeen City Council (Church Street, Footdee, Aberdeen) (Prohibition of Waiting) Order;
- (3) The Aberdeen City Council (Hilton Avenue, Aberdeen) (Revocation of No Stopping at a School Entrance) Order;
- (4) The Aberdeen City Council (Marischal Street, Aberdeen) (On-Street Car Club Parking Spaces) Order;
- (5) The Aberdeen City Council (Golden Square, Aberdeen) (On-Street Car Club Parking Space) Order;
- (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;
- (7) The Aberdeen City Council (Disabled Persons Parking Places in Aberdeen) (Regulatory Parking Places) (No 4) Order;
- (8) The Aberdeen City Council (Charleston Road, Cove, Aberdeen) (Prohibition of Waiting) Order;
- (9) The Aberdeen City Council (Provost Graham Avenue Area, Hazlehead, Aberdeen) (Traffic Management) Order;
- (10) The Aberdeen City Council (Riverside Drive, Aberdeen) (Prohibition of Waiting) Order;
- (11) The Aberdeen City Council (Church Street, Footdee, Aberdeen) (Prohibition of Waiting) Order;
- (12) The Aberdeen City Council (Craigshaw Place, Aberdeen) (Prohibition of Waiting) Order; and
- (13) The Aberdeen City Council (Leadside Road, Aberdeen) (Traffic Management) (Consolidation) Order.

The report recommended:-

that the Committee -

- (a) in relation to The Aberdeen City Council (Trinity Street, Aberdeen) (Loading Bay) Order 201(X), to overrule the objections received and approve this order be made as originally envisaged; and
- (b) approve the orders that did not attract objections, and that all the orders be made and implemented accordingly.

The Committee resolved:-

to approve the recommendations.

OBSTRUCTIONS – COMMERCIAL WASTE BINS - EPI/13/161

27. With reference to article 24 of the minute of the previous meeting of 29 August 2013, 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.

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The report recommended:-

that the Committee -

- (a) approve the proposed charge of £500 for monitoring, uplift, storage, and return or destruction of commercial waste bins and
- (b) instruct officers to write to businesses advising of the decision and to advise them of the implementation date of 2 June 2014.

The Committee resolved:-

to approve the recommendations.

ROADS WINTER SERVICE PLAN 2013-14 – EPI/13/217

28. With reference to article 6 of the minute of the previous meeting of 29 August 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided information on how a range of identified cycle routes could be included in the Roads Winter Service Plan 2013-14 where appropriate.

The report recommended:-

that the Committee -

- (a) note the content of this report; and
- (b) instruct officers to amend the “Roads Winter Service Plan” for 2013 – 2014, Appendix A, to include cycleways within the amended footway treatment section.

The Committee resolved:-

to approve the recommendations.

PARADES/MARCHES OPERATING AND CHARGING POLICY – EPI/13/214

29. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided details of the policy review and the introduction of a processions charging policy instructed by the Urgent Business Committee at its meeting on 29 April 2013.

The report recommended:-

that the Committee -

- (a) note the content of this report;
- (b) 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; or
 - Option 2 - To approve the Policy on Charging for 2013 (Appendix A)

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- (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.

The Committee resolved:-

to approve recommendation (a) and instruct officers to refer option 1 of recommendation (b) to the budget process.

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 3 (Parking Charges/Emissions – Based Permit System), item 5 (Housing Car Parking – Permit and Enforcement Consultation Results), item 6 (Management of Events in Parks and Open Spaces), item 17 (Internal Waste Minimisation); item 18 (Review of Aberdeen Local Development Plan); item 20 (Parking Charges); item 22 (Roads Winter Service Plan); and item 32 (Processions Charging Policy) 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:-

- (i) to delete item 1 (Super Connected Cities - Broadband); and item 5 (Scottish Open 2014) from the Motions List; and
- (ii) in relation to item 2 (Haudagain Improvement), that officers be instructed to invite a response to the previous letter submitted to the Transport Minister; and
- (iii) in relation to item 3 (Support for micro, small and medium sized local businesses), that officers be instructed to submit a report to the next meeting of the Committee.

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.

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CITY EVENTS AND TWINNING PROGRAMME 2014-2015 – EPI/13/185

32. The Committee had before it for consideration a report by the Director of Enterprise, Planning and Infrastructure which sought approval of the 2014-2015 City Events programme and associated budgets, which were outlined in appendices 1 and 2 of the report.

The report recommended:-

- (a) that members note the content of this report;
- (b) that members approve the proposed City Events programme for 2014 – 2015;
- (c) that members approve the proposed budget of up to £928,850 in total to deliver the programme for 2014 – 2015;
- (d) that members approve a final location for the end of day celebrations associated with the Queens Baton Relay 2014;
- (e) that members approve the allocation of funding for an Events Executive G10 that would grow and develop the existing income generating activities of the service, subject to the normal HR recruitment process;
- (f) that this report is referred to Finance, Policy & Resources Committee to consider the request for monies from the Common Good Fund and General Fund should members approve the relevant expenditure; and
- (g) that members receive a further report in summer 2014 outlining the proposed creation of an Events Fund in 2015 that would maximise the opportunities for attracting new events to Aberdeen of a national and international calibre.

The Committee resolved:-

- (i) to approve the recommendations;
- (ii) that officers identify an appropriate Council service to support the delivery of Galas and Festive Community Grants and report back to the Committee in this regard;
- (iii) that officers liaise with Third Sector colleagues in relation to a possible tie-in of the Aberdeen Day event with the Third Sector event;
- (iv) that officers consider an event relating to the Riding of the Marches (March Stones);
- (v) that Union Terrace Gardens be used as the location for the final location for the Queens Baton Relay 2014; and
- (vi) that officers write to all elected members seeking any further suggestions regarding the programme of events.

REDESIGN OF ROAD OPERATIONS – BUSINESS CASE – EPI/13/213

33. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented the Business Case for the Redesign of Roads Operations which is one of a number of actions required to achieve the PBB savings for

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2014/15 and beyond as previously reported to the Committee as part of the Transformation of Asset Management Services in November 2012.

The report recommended:-

- (a) that this report is approved to allow the service to move forward and start the programme of implementation to achieve the necessary savings;
- (b) that any alterations to the Business Case are delegated to Head of Asset Management and Operations who will carry out consultation with the relevant Trade Unions; and
- (c) that any alterations to the Business Case involving staff conditions are delegated to Head of Human Resources and Occupational Development who will carry out consultation with the relevant Trade Unions.

The Committee resolved:-

to approve the recommendations.

COUNCILLOR BARNEY CROCKETT, Convener.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Notice of Motion by Councillor Greig on support to SMEs
REPORT NUMBER:	EPI/13/247

1. PURPOSE OF REPORT

The purpose of this report is to respond to Councillor Greig's Motion on support to SMEs (Small and Medium Enterprises): "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.

To this end, that the 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 report is produced with recommendations for action."

2. RECOMMENDATION(S)

It is recommended that Committee:

1. Note the recent and current work carried out by the Business Growth team in support of SMEs.
2. Approves the proposed outline plans to continue to support SMEs in a range of ways, including with partner organisations.

3. FINANCIAL IMPLICATIONS

There are no financial implications beyond the current, existing operational and staffing budgets of the Economic and Business Development team.

4. OTHER IMPLICATIONS

None.

5. BACKGROUND/MAIN ISSUES

The Council's activities to support economic growth are driven by a number of key documents: "Aberdeen – the Smarter City", the policy document of the City Council's Administration; the City Council's corporate and directorate business plans; the Local Development Plan; the Strategic Infrastructure Plan; and "Building on Success", the economic action plan for Aberdeen City and Shire for 2013-2018. Collectively, these documents set out the economic development strategy for the city and surrounding area and the City Council's activities to support economic growth can correspondingly be linked back to these documents.

Direct support for start-ups and growth is delivered by the national Business Gateway service, funded by central Government via local authorities. Aberdeenshire Council manages this contract for the City (and Shire) areas on behalf of Aberdeen City Council.

The Business Gateway service particularly targets pre-start-ups, sole traders and micro businesses, as well as community enterprises and small-medium sized businesses that are looking to grow.

Support is offered in the form of a very wide range of online and face to face training, advice and guidance and workshops on finance, marketing, employing people, business planning etc.

In 2012/2013, 462 start-ups were supported by Business Gateway.

The Centre for Cities Outlook 2013 reported that Aberdeen had a business start-up rate of 55.1 per 10,000 population (2011 figures), 2nd only to London. Aberdeen also had the 2nd lowest (after Edinburgh) business closure rate, at 34.7 per 10,000 population (2011 figures).

Successful partnership working is particularly important in the field of economic development and business support, to ensure there is no duplication of service, and likewise to minimise any gaps in provision.

The Council's Economic and Business Development team works with other organisations and trade associations, such as the Federation of Small Businesses, Scottish Business in the Community, Enterprise North East Trust, Aberdeen and Grampian Chamber of Commerce etc, to support small and medium sized businesses.

Some examples of the way in which businesses (micro, small and medium enterprises) are being or have recently been supported by the Economic and Business Development team include

- Retail Rocks in Torry (focused on micro businesses)
- Business Improvement District
- Positive Procurement Programme

- Business Booster events
- First Employee Grant
- Relaunch of the business loans scheme (likely from April 2014)*
- Chairing the Employability Training Providers Forum
- Overseas recruitment fairs to help companies address key skills shortages
- Sponsorship of two business awards
- Advice on commercial land and property
- Biennial International Trade Survey
- Chairing North East Scotland Trade Group; Construction Forum etc
- Hosting regular inward business delegations and facilitating direct links between local and international companies
- Supporting local companies' presence at trade exhibitions and conferences
- Catalyst to establish the Unconventional Gas Aberdeen conference
- Provision of export market intelligence
- Major initiative to support improved digital connectivity
- Successful bids for European funding, especially in the areas of low carbon economy, including green transport and the built and natural environment
- Support (funding and seconded staff) for the Aberdeen Renewable Energy Group and Aberdeen City and Shire Economic Future
- Participation in ACSEF Skills Group, Aberdeen Works etc

* Discussions are ongoing with the business banking community to develop a mechanism that would be a catalyst to improve lending to SMEs. The current Aberdeen Business Enterprise Scheme was informally suspended in 2008 as there was no budget available to provide business loans. Previously such loans rested on the Council's balance sheet, however this created unacceptable stress during the economic crisis. Small businesses and various support bodies continue to complain that securing working capital loans from the banking sector remains very difficult. Loans to SMEs generally comprise three elements, bank funding 60%, applicant investment 10% with the balance from a third party.

A scheme whereby the Council becomes the third party lender is being discussed. In return for such participation, the bank will require to carry out due diligence on any application and manage the collection of repayments, thereby minimising council resources. A final decision to participate will always rest with the Council. An initial budget vired from the South of the City Regeneration Company will support the programme. A detailed report will come forward to the next meeting of this Committee.

The Economic and Business Development service is in regular contact with local businesses, both directly including face-to-face, and indirectly via trade associations. This regular contact reduces the need for ad-hoc surveys, which companies appear reluctant to complete, and enables the team to tailor its services according to business need.

It must be emphasised that, in order to achieve maximum value for money, the team targets its limited staffing and budget resources towards areas where they can have most impact. This tends to be focused primarily, but by no means exclusively, on small businesses involved in the energy industry, and frequently involves joint working with partner organisations.

The recent re-establishment of the North East Scotland Trade Group, which brings all relevant organisations around the table to share information and coordinate strategy and activity, is a good example of how the Council's contact with business and trade organisations works well in practice.

Work is currently ongoing to enhance the support to small businesses, by:

- identifying SME business development needs and engagement levels via the Business Aberdeen e-bulletin;*

*The team has deliberately avoided creating additional surveys of companies, as recent evidence suggests there is significant "survey fatigue" among companies. Response rates to existing surveys are low and the team has anecdotal evidence that companies are a) too busy to keep responding to different surveys and b) fed up responding to different surveys from a wide range of different organisations, with limited evidence of these organisations coordinating their support. The team is currently engaged in work with partner organisations to share findings from respective surveys and, most importantly, to coordinate activities responding to the findings of these surveys, and to let companies know how the various organisations are acting on the information companies provided. The team is also confident that there is already sufficient up-to-date local market intelligence available to inform plans.

- determining whether these needs are being met or whether there are any service gaps that agencies such as Business Gateway, Scottish Enterprise or ACC's Business Growth Team could effectively fill, given likely available resources
- assessing how the Council, and existing partner organisations, might best respond to any service gaps and/or enhance the support to small businesses
- subject to available resources, commissioning additional service provision from partner organisations to bridge the gaps

The Business Growth team will shortly produce an action plan for 2014/2015 which will bring together the programme of initiatives, including many of the above, to continue to support micro, small and medium enterprises. This will form part of the wider Directorate service plan.

In addition, the Business Growth team is working closely with the Improvement Service and SLAED's (Scottish Local Authorities Economic Development officer group) Performance Indicator Framework to significantly improve performance reporting to better demonstrate the impact of the team's work.

6. IMPACT

The above-mentioned 2014/2015 Business Growth action plan will contain both qualitative and quantitative performance indicators that aim to measure the impact of the action plan's initiatives.

7. MANAGEMENT OF RISK

The risk of not providing support to micro and SMEs is that the very entrepreneurship that has led to Aberdeen having the 2nd highest business start-up rate in the UK may be lost. One likely consequence of this is a rise in unemployment. The documents cited in the first paragraph of section five above all clearly demonstrate the need for a high-performing economy to drive the future growth of the city. The City Council, alongside partner organisations, has a key role to play in supporting and facilitating this private sector-led growth.

8. BACKGROUND PAPERS

- Micros Untapped: Realising the employment potential of micro-businesses – Federation of Small Businesses Scotland, November 2012
- Centre for Cities Outlook 2013

9. REPORT AUTHOR DETAILS

Elaine Robertson
Business Growth Manager
Economic and Business Development
Enterprise, Planning and Infrastructure
Tel: 01224 522940

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	2013/14 Revenue Budget Monitoring
REPORT NUMBER:	EPI/13/262

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 £2.2M 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 8 (end of November 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 8 is a net underspend of £2.6M. The forecast outturn for the full year is a net underspend of £2.2M.

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 £1.3M below budget due the ongoing management of vacancies.
- Premises costs are forecast to be £1.3M 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 £1.2M, as a result of a continued high level of new applications, including a number of 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.
- The cost of fleet maintenance is forecast to exceed budget by £1.0M. The service has a number of significant savings to make this year and its ability to achieve them is doubtful although continued investment in new vehicles will have a positive impact on the service's costs. It should be noted that this overspend will be mitigated in part by corresponding savings in other Directorates.

- Recoveries of accommodation costs from non-general Fund Services are forecast to be £110K below budget due to various staff relocations since the budget setting process.
- Energy costs for the main office sites are forecast to be £180K 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

Brian Downie
Finance Partner
bdownie@aberdeencity.gov.uk
01224 346351

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ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013 / 2014

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT	30 November 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 8								
ASSET MANAGEMENT AND OPERATIONS	28,685	20,516	19,637	(879)	28,299	(386)	(1.3%)	190
ECONOMIC AND BUSINESS DEVELOPMENT	4,078	2,844	2,764	(81)	4,121	43	1.1%	29
PLANNING AND SUSTAINABLE DEVELOPMENT	6,507	4,451	2,860	(1,591)	4,708	(1,799)	(27.6%)	(864)
DIRECTORATE SUPPORT	855	570	554	(17)	817	(39)	(4.6%)	18
TOTAL	40,125	28,381	25,814	(2,567)	37,945	(2,180)	(5.4)%	(627)

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT	30 November 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 8									
STAFF COSTS		29,687	19,791	18,725	(1,066)	28,386	(1,301)	(4.4)%	(31)
PROPERTY COSTS		27,060	19,143	17,456	(1,687)	25,813	(1,247)	(4.6)%	100
ADMINISTRATION COSTS		995	663	859	196	1,407	412	41.4%	174
TRANSPORT COSTS		4,907	3,271	2,536	(735)	4,569	(339)	(6.9)%	(86)
SUPPLIES & SERVICES		26,926	17,943	19,591	1,647	29,601	2,676	9.9%	1,418
TRANSFER PAYMENTS		3,174	2,400	2,559	159	3,171	(3)	(0.1)%	37
GROSS EXPENDITURE		92,750	63,213	61,726	(1,486)	92,948	198	0.2%	1,612
LESS: INCOME									
GOVERNMENT GRANTS		(378)	0	(838)	(838)	(778)	(401)	106.2%	(348)
OTHER GRANTS		(15,851)	(10,606)	(11,066)	(461)	(15,734)	116	(0.7)%	(107)
INTEREST		0	0	(1)	(1)	(1)	(1)	0.0%	(1)
RECHARGES		(23,799)	(15,828)	(14,189)	1,639	(24,221)	(422)	1.8%	(408)
OTHER INCOME		(12,597)	(8,398)	(9,817)	(1,420)	(14,268)	(1,671)	13.3%	(1,376)
TOTAL INCOME		(52,624)	(34,831)	(35,912)	(1,081)	(55,003)	(2,378)	4.5%	(2,239)
NET EXPENDITURE		40,125	28,381	25,814	(2,567)	37,945	(2,180)	(5.4)%	(627)

VIREMENT PROPOSALS

Several. See details within individual Head of Service summaries.

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Vacancies are being actively managed across the Directorate.

FORECAST
VARIANCE
£'000

CHANGE
£'000

(1,301)

(31)

Property Costs

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

(1,247)

100

Administration Costs

An overspend in postages is forecast although this will be offset by savings within other Directorates. Overspends are also forecast within a number of activities within Economic and Business Development.

412

174

Transport Costs

Savings are forecast in fuel costs and in school pupil transport.

(339)

(86)

Supplies & Services

Overspends forecast in Fleet Services materials, in Roads materials and contractors and in Design Team consultants fees. Small savings are forecast in a number of areas across the Directorate.

2,676

1,418

Transfer payments

No major variances are now being forecast in this area.

(3)

37

Government Grants

Funding contributions are forecast to be received for a number of projects that are expected to be completed in the current year. The value of Roads project income is forecast to exceed budget.

(401)

(348)

Other Grants & Contributions

Sponsorship income is forecast to be less than budgeted for.

116

(107)

Interest

No significant variances from budget are forecast for this item.

(1)

(1)

Recharges

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

(422)

(408)

Other Income

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

(1,671)

(1,376)

(2,180)

(627)

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
ASSET MANAGEMENT AND OPERATIONS

AS AT	30 November 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 8									
STAFF COSTS		20,165	13,443	12,743	(700)	19,437	(729)	(3.6)%	185
PROPERTY COSTS		11,116	8,481	7,242	(1,239)	9,869	(1,247)	(11.2)%	96
ADMINISTRATION COSTS		619	413	567	154	915	296	47.8%	128
TRANSPORT COSTS		1,598	1,066	768	(297)	1,477	(122)	(7.6)%	(107)
SUPPLIES & SERVICES		9,964	6,642	8,526	1,883	12,560	2,597	26.1%	1,258
TRANSFER PAYMENTS		853	853	858	5	874	21	2.5%	21
GROSS EXPENDITURE		44,315	30,898	30,704	(194)	45,131	816	1.8%	1,581
LESS: INCOME									
GOVERNMENT GRANTS		0	0	(258)	(258)	(342)	(342)	0.0%	(342)
OTHER GRANTS & CONTRIBUTIONS		(53)	(35)	(63)	(28)	(128)	(75)	141.5%	(69)
INTEREST		0	0	0	0	0	0	0.0%	0
RECHARGES		(7,957)	(5,267)	(5,671)	(404)	(8,418)	(461)	5.8%	(433)
OTHER INCOME		(7,620)	(5,080)	(5,075)	5	(7,944)	(324)	4.2%	(547)
TOTAL INCOME		(15,630)	(10,382)	(11,067)	(685)	(16,832)	(1,202)	7.7%	(1,391)
NET EXPENDITURE		28,685	20,516	19,637	(879)	28,299	(386)	(1.3)%	190

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.

(729)

185

Property Costs

Favourable variances are forecast in non-housing repairs of £600K and £890K in rates as the service holds the council-wide variance on rates. Adverse variances are forecast in energy costs of £210K for the main office sites.

(1,247)

96

Administration Costs

Postages are forecast to be overspent by £160K. Adverse variances are also forecast in printing, copying and advertising.

296

128

Transport Costs

A favourable variance is forecast in fuel costs and a number of services are forecast to make savings in their travel costs.

(122)

(107)

Supplies and Services

Fleet costs for vehicle repairs are forecast to be overspent by £1.0M, Roads operations and projects are forecast to be overspent by £1.0M on materials and contractors and the Design Team is forecast to be overspent by £500K on consultants costs. The overspends in Roads and the Design team reflect an increase over the budgeted workload and are offset by increased income.

2,597

1,258

Transfer Payments

No significant variance from budget is forecast for this item.

21

21

Income

Catering income is forecast to be £240K below budget and accommodation recoveries are forecast to be £220K below budget. Design Team income is forecast to be £530K above budget and Roads income is forecast to be £1.1M above budget.

(1,202)

(1,391)

(386)

190

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
PLANNING AND SUSTAINABLE DEVELOPMENT

AS AT	30 November 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 8									
STAFF COSTS		6,689	4,459	4,204	(255)	6,355	(333)	(5.0)%	(213)
PROPERTY COSTS		15,944	10,662	10,214	(448)	15,944	(0)	(0.0)%	4
ADMINISTRATION COSTS		113	75	65	(10)	123	10	8.9%	(2)
TRANSPORT COSTS		3,213	2,142	1,670	(472)	2,949	(264)	(8.2)%	4
SUPPLIES & SERVICES		14,724	9,809	9,399	(410)	14,812	88	0.6%	100
TRANSFER PAYMENTS		714	476	627	151	687	(26)	(3.7)%	16
GROSS EXPENDITURE		41,396	27,623	26,178	(1,445)	40,871	(526)	(1.3)%	(92)
LESS: INCOME									
GOVERNMENT GRANTS		(189)	0	(77)	(77)	(154)	35	(18.5)%	35
OTHER GRANTS & CONTRIBUTIONS		(15,159)	(10,145)	(10,748)	(603)	(15,197)	(38)	0.3%	(38)
INTEREST		0	0	0	0	0	0	0.0%	0
RECHARGES		(15,208)	(10,139)	(8,278)	1,861	(15,169)	39	(0.3)%	25
OTHER INCOME		(4,333)	(2,889)	(4,215)	(1,327)	(5,643)	(1,310)	30.2%	(794)
TOTAL INCOME		(34,889)	(23,172)	(23,318)	(146)	(36,163)	(1,274)	3.7%	(772)
NET EXPENDITURE		6,507	4,451	2,860	(1,591)	4,708	(1,799)	(27.6)%	(864)

VIREMENT PROPOSALS

None this cycle.

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Vacancies are being managed across the service and the movement from the previous forecast reflects the success of ongoing efforts to maintain vacancies for as long as possible.

(333)

(213)

Property Costs

No significant variance from budget is forecast for this item.

(0)

4

Administration Costs

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

10

(2)

Transport Costs

Savings are forecast in vehicle running costs in the PTU of £50K and in School transport of £230K as the result of improved contract rates.

(264)

4

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.

88

100

Transfer Payments

Savings are forecast in Environmental Projects.

(26)

16

Income

Panning application and building application income continues to exceed budget and this trend is expected to continue for the remainder of the year.

(1,274)

(772)

(1,799)

(864)

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013 / 2014

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
ECONOMIC AND BUSINESS DEVELOPMENT

AS AT	30 November 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 8									
STAFF COSTS	2,058	1,372	1,247	(125)	1,809	(249)	(12.1)%	(30)	
PROPERTY COSTS	0	0	0	0	0	0	0.0%	0	
ADMINISTRATION COSTS	208	139	215	76	349	140	67.2%	60	
TRANSPORT COSTS	91	61	93	33	138	47	51.1%	16	
SUPPLIES & SERVICES	2,110	1,406	1,586	180	2,117	6	0.3%	58	
TRANSFER PAYMENTS	1,608	1,072	1,075	3	1,610	3	0.2%	0	
GROSS EXPENDITURE	6,076	4,050	4,216	166	6,022	(54)	(0.9)%	105	
LESS: INCOME									
GOVERNMENT GRANTS	(188)	0	(503)	(503)	(282)	(94)	49.8%	(41)	
OTHER GRANTS & CONTRIBUTIONS	(584)	(389)	(214)	175	(354)	229	(39.3)%	0	
INTEREST	0	0	(1)	(1)	(1)	(1)	0.0%	(1)	
RECHARGES	(582)	(388)	(207)	181	(582)	0	(0.0)%	0	
OTHER INCOME	(644)	(429)	(527)	(98)	(681)	(38)	5.9%	(35)	
TOTAL INCOME	(1,998)	(1,206)	(1,452)	(246)	(1,901)	97	(4.9)%	(76)	
NET EXPENDITURE	4,078	2,844	2,764	(81)	4,121	43	1.1%	29	

VIREMENT PROPOSALS

None this cycle.

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Vacancies are being managed across the service, resulting in favourable variances in a number of areas, principally

FORECAST VARIANCE	CHANGE
£'000	£'000

(249)	(30)
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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, International Trade and Investment, City Promotion and Central Marketing.

140	60
-----	----

Transport Costs

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

47	16
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Supplies and Services

Additional expenditure forecast in Events and Design to be offset by additional income.

6	58
---	----

Transfer Payments

No significant variance from budget is forecast for this item.

3	0
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Income

Sponsorship income is forecast to be similar to the level achieved last year and will therefore fall short of budget. Events income has been increased to reflect the updated programme of events.

97	(76)
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43	29
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DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
DIRECTORATE SUPPORT

AS AT	30 November 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 8									
STAFF COSTS		775	516	532	15	785	11	1.4%	28
PROPERTY COSTS		0	0	0	0	0	0	0.0%	0
ADMINISTRATION COSTS		54	36	12	(24)	20	(34)	(62.8)%	(12)
TRANSPORT COSTS		5	3	5	1	5	0	0.0%	0
SUPPLIES & SERVICES		128	86	80	(5)	113	(16)	(12.1)%	1
TRANSFER PAYMENTS		0	0	0	0	0	0	0.0%	0
GROSS EXPENDITURE		962	642	629	(13)	923	(39)	(4.0)%	18
LESS: INCOME									
GOVERNMENT GRANTS		0	0	0	0	0	0	0.0%	0
OTHER GRANTS & CONTRIBUTIONS		(55)	(37)	(41)	(4)	(55)	(0)	0.0%	0
INTEREST		0	0	0	0	0	0	0.0%	0
RECHARGES		(52)	(35)	(34)	1	(52)	0	0.0%	0
OTHER INCOME		0	0	0	0	0	0	0.0%	0
TOTAL INCOME		(107)	(71)	(75)	(4)	(107)	(0)	0.0%	0
NET EXPENDITURE		855	570	554	(17)	817	(39)	(4.6)%	18

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

Overspends are forecast in redundancy costs and the cost of temporary staffing.

	FORECAST VARIANCE £'000	CHANGE £'000
Employee Costs	11	28
Property Costs	0	0
Administration Costs	(34)	(12)
Transport Costs	0	0
Supplies and Services	(16)	1
Income	(0)	0
	(39)	18

Property Costs

No significant variance from budget is forecast for this item.

Administration Costs

Savings are forecast in expenditure on stationery and courses.

Transport Costs

No significant variance from budget is forecast for this item.

Supplies and Services

Savings are forecast in a number of items of expenditure.

Income

No significant variance from budget is forecast for this item.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Capital Monitoring – Enterprise, Planning & Infrastructure Projects
REPORT NUMBER:	EPI/13/147

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 December is £13.631 million.

Appendix A provides a breakdown of expenditure to date. The Christmas break has not enabled Asset Management to enter into full dialogue with all budget holders for December's monitoring cycle. As a result, there may be changes to some profiles over the coming weeks as the capital monitoring procedure is completed in full. Anticipated out – turns may be reduced or increased for some projects. An update on the capital position will be reported to this Committee on 13 March 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. MANAGEMENT OF RISK

There are specific risks with each of the projects which are managed by the budget holders and the project teams. The Corporate Asset Group has responsibility for managing and delivering the overall capital programme.

8. BACKGROUND PAPERS

9. REPORT AUTHOR DETAILS

David Marshall
Planning & Monitoring Officer
 damarshall@aberdeencity.gov.uk
 01224 523191

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

Project Description	Revised Budget 2013/14 £'000	Spend to December 2013 £'000	Profiled out- turn 2013/14 £'000	Five year budget '13-'18 £'000	Legal Commit- ments £'000	Profiled out- turn 2013-18 £'000
Corp Property Condition & Suitability Programme	10,075	4,341	5,646	39,675	3,000	39,321
Cycling Walking Safer Streets Grant	232	60	232	573	150	573
Access From the North	5,293	1,359	3,879	15,473	60	15,473
Western Peripheral Route	4,945	0	4,945	7,345	7,345	7,345
Corporate Office Accommodation	1,000	267	767	1,000	149	1,000
NESTRANS - Capital Grant	882	441	882	6,062	441	6,062
Fleet Replacement	3,000	924	3,524	15,000	2,600	15,000
Planned Renewal & Replacement of Road Infrastructure	4,224	2,637	4,057	19,883	757	19,834
Land Acquisition - Contingency	554	(0)	0	554	554	554
Hydrogen Buses	7,000	1,954	6,918	11,000	9,000	11,000
City Broadband	1,949	72	72	1,949	0	2,022
St. Nicholas House Demolition	2,713	987	2,348	2,713	2,230	2,660
South College Street	1,400	2	5	5,500	0	5,500
Berryden Corridor	250	98	237	5,550	0	5,630
Union Street Pedestrianisation	265	76	138	9,000	0	9,000
A96 Park & Choose / Dyce Drive Link Road	100	413	1,644	15,200	0	15,202
Totals	43,882	13,631	35,293	156,477	9,678	156,175

* Revised budget includes carry forwards / adjustments approved by Finance & Resources Committee

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COMMITTEES / DATES	Social Care, Wellbeing and Safety – 16 January 2014 Enterprise, Strategic Planning and Infrastructure – 21 January, 2014; Education, Culture and Sport – 30 January, 2014; and Audit and Risk - 27 February, 2014
DIRECTOR	Angela Scott
TITLE OF REPORT	Designing a positive framework of governance with Arm's Length External Organisations
REPORT NUMBER:	CG/14/009

1. PURPOSE OF REPORT

- 1.1 This report focuses on the arrangements that the Council proposes to be put in place to design a positive framework of governance with our Arm's Length External Organisations (ALEOs).
- 1.2 Described within the framework are roles and responsibilities for both Service Committees and the Audit and Risk Committee (including the Shareholder Scrutiny Group) and the creation of a Council officer Governance Hub to carry out the detailed scrutiny and prepare reports.
- 1.3 The report follows on from previous decisions at Council to revise the Governance arrangements for ALEOs following advice from the Council's auditors.

2. RECOMMENDATIONS

2.1 It is recommended:-

- (a) that the Social Care, Wellbeing and Safety Committee notes:-

The arrangements for scrutiny of the ALEOs as set out in the report, with specific reference to the creation of a Council Governance Hub for the Service and its relationship with the Committee and the Shareholder Scrutiny Group – a sub-committee of the Audit and Risk Committee.

- (b) that the Enterprise, Strategic Planning and Infrastructure Committee notes:-

The arrangements for scrutiny of the ALEOs as set out in the report, with specific reference to the creation of a Council Governance Hub for the Service and its relationship with the Committee and the Audit and Risk Committee.

- (c) that the Education, Culture and Sport Committee notes:-

The arrangements for scrutiny of the ALEOs as set out in the report, with specific reference to the creation of a Council Governance Hub for the Service and its relationship with the Committee and the Audit and Risk Committee.

and

(d) that the Audit and Risk Committee:-

Notes the arrangements for scrutiny of the ALEOs as set out in the report, with specific reference to the creation of a Council Governance Hub for each Service and its relationship with the Service Committees and the Audit and Risk Committee.

Appoints a Convener of the Shareholder Scrutiny Group.

3. FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications arising from this report. Costs associated with the scrutiny and assurance around ALEOs will be met from existing resources available to the Council.

4. OTHER IMPLICATIONS

4.1 There are no legal or other implications arising from this report, which will clarify how the Council will nurture and support its ALEOs in their operations, only intervening as a last resort.

5. BACKGROUND/MAIN ISSUES

Background

5.1 This report builds on decisions of Council at its meetings of 21st August and 31st October, 2013 (articles 11 and 9 refer, respectively) to make arrangements for the governance of ALEOs based on considerations arising from a report produced in August, 2010, by Audit Scotland entitled “Roles and Working Relationships – Are You Getting It Right?” and on a report which the Council itself commissioned on Roles and Responsibilities. The Council had noted previously that governance teams would be established for each ALEO, comprising representatives of the relevant services, the Corporate Accounting Manager, the Community Planning and Performance Manager and a Team Leader from Legal Services, which would work with each Service Directorate to provide guidance on operational reporting for each ALEO. This framework is now developed further in this report into a supportive Governance Hub.

ALEO Governance Hub

5.2 The establishment of a governance team to carry out the detailed scrutiny of the risk and performance management of each significant arm’s length external organisation is a critical component of fulfilling the Council’s duties in

relation to its accountability for public money where service delivery has been transferred to a body that is outside the Council. The description of the team above is recognised as being a core set of skill needed to carry out this function however upon further discussion there are wider skills and experience that need to be brought to bear in the scrutiny role, namely those of procurement and human resources.

- 5.3 Therefore a hub of Council officers will be created who will be experienced and effective scrutinisers for each of the Council's significant ALEOs. Each Service Governance Hub will consist of Service representative(s) and an officer from the following areas: Finance, Legal, Human Resources, Risk Management and Procurement.
- 5.4 The role of the hub will be to receive a range of risk and performance information from each of the organisations and to then analyse, form an opinion and discuss with the ALEO the various aspects with a view to gain assurances about the system of risk management and their performance.
- 5.5 It will be the objective of the hub to engage and discuss a range of relevant matters with the ALEO in the spirit of openness, objectivity and transparency and with a view to understand the business environment, risks and performance of the organisation. This will be achieved through regular meetings and dialogue with the ALEO.
- 5.6 Each ALEO will have its funding agreement reviewed to ensure that it is robust in defining the roles and responsibilities placed upon each party and that it is fit for the purpose of linking funding and performance. The resolution of differences shall be approached from a position of partnership working and with a belief that through shared understanding and engagement a resolution can be found. On occasion there may be situations where a specific remedy will require the use of the contract. The hub will put in place a range of conditions / triggers that when met will mean that the contractual arrangements will be applied; in general however a contractual remedy should be considered a last resort.
- 5.7 The Governance Hub will meet a suitable number of times to consider, scrutinise and seek feedback from ALEOs on information which they will provide on a quarterly basis. It is likely that in the early stages a greater number of meetings will be required to develop the framework and for everyone involved to become aware of the operational aspects of the organisation. The first meetings of the Governance Hub will cover the period ending the 31 December – for those organisations with a financial year end of 31 March; and 31 January – for those organisations with a financial year end of 31 July. The first of these is therefore expected to take place in February 2014.

Governance Hub linkage to Service Committees

- 5.8 The Governance Hub will provide the assurance to the individual Service Committees that the data and information they are considering has been

scrutinised, checked and challenged so that they can focus on the high level strategic connection between each ALEO's business plan and outcomes and the Council's strategic objectives, as well as the overall performance aspects of the business.

- 5.9 The Service Committees will receive a twice yearly progress report on such matters as operational performance (including financial performance), people performance, risk management and service quality (for example single outcome agreement achievements, customer feedback, and health and safety). In addition there will be an annual presentation of the ALEO Business Plan, which will be used to approve the funding for the subsequent year.
- 5.10 Representatives of the ALEOs will be expected to attend these meetings in order to discuss these matters and answer questions from Members.
- 5.11 Below is a summary of the remits for the Service Committees, which links to the provision of information referred to at 5.9 above.

Social Care, Wellbeing and Safety Committee

- 5.12 The existing remit is :-

In respect of Bon Accord Care Ltd and Bon Accord Support Services Ltd–

- to ensure that services commissioned by the Council are aligned to the Council's Single Outcome Agreement objectives
- to provide corporate visibility of planning
- to ensure informed decision making by meeting representatives of the Board to receive presentations on forward plans and future linkages to service aspirations
- to ensure a consistent approach to strategic planning with service providers by client teams in each service.
- to consider the outcomes of the Bon Accord Care Ltd and Bon Accord Support Services Ltd (including quality of provision, customer feedback and service improvements).

Enterprise, Strategic Planning and Infrastructure Committee

- 5.13 The existing remit is:-

In respect of Aberdeen Exhibition and Conference Centre Ltd and its subsidiary companies –

- to ensure that services commissioned by the Council are aligned to the Council's Single Outcome Agreement objectives
- to provide corporate visibility of planning
- to ensure informed decision making by meeting representatives of AECC Board to receive presentations on forward plans and future linkages to service aspirations

- to ensure a consistent approach to strategic planning with service providers by client teams in each service
- to consider the outcomes of the AECC (including quality of provision, customer feedback and service improvements).

Education, Culture and Sport Committee

5.14 The existing remit is:-

In respect of Sport Aberdeen Ltd and Aberdeen Sports Village Ltd –

- to ensure that services commissioned by the Council are aligned to the Council's Single Outcome Agreement objectives
- to provide corporate visibility of planning
- to ensure informed decision making by meeting representatives of the boards of both arms length external organisations to receive presentations on forward plans and future linkages to service aspirations
- to ensure a consistent approach to strategic planning with service providers by client teams in each service
- to consider the outcomes of the Sport Aberdeen Ltd and Aberdeen Sports Village Ltd (including quality of provision, customer feedback and service improvements).

Governance Hub linkage to Audit and Risk Committee

- 5.15 The Governance Hub will provide the assurance to the Audit and Risk Committee that the data and information they are considering has been scrutinised, checked and challenged so that they can focus on the overview of assurance that they require to obtain on behalf of the Council in relation to the system of risk management.
- 5.16 The Audit and Risk Committee will receive on a quarterly report on the effectiveness of the system of risk management. The system of risk management is such made up of various components, including Strategy, Structure, Skills, System, Staff and Shared Values. The Committee will use this to determine the level of assurance it can place on the effectiveness of that system and its ability to achieve the organisational objectives.
- 5.17 A range of other matters may be presented to the Committee as and when required in areas such as audit, roles and responsibilities of the board, legislation, following the public pound and breaches of governance.
- 5.18 Representatives of the ALEOs will be expected to attend these meetings in order to discuss these matters and answer questions from Members.
- 5.19 Below is a summary of the remits for the Service Committees, which links to the provision of information referred to at 5.9 above.

Audit and Risk Committee

5.20 The existing remit is:-

The Committee will have the following responsibilities in terms of first tier arms length external organisations (ALEOs) –

- to scrutinise ALEO compliance against contract and business plan
- to scrutinise service and finance performance and evidence of the ALEO as a going concern
- to scrutinise risk management arrangements
- to ensure the management of key corporate risks
- to ensure compliance with legislation, audit requirements and the Following the Public Pound code
- to receive quarterly financial and performance reports on each ALEO
- to receive annual presentations (with additional meetings as required) with ALEO board representatives on performance

Shareholder Scrutiny Group (SSG)

5.21 It has been agreed that the Shareholder Scrutiny Group be a Sub Committee of the Audit and Risk Committee undertaking that Committee's remit for scrutiny of the Bon Accord Care Companies, and that it comprise four representatives of the Administration, two representatives of the Opposition and two Trade Union representatives with full voting rights. The Unions UNITE, GMB and Unison were invited to discuss informally who the two union representatives on the group may be, and Unison have confirmed that their representative will be Jim Currie. Whilst this matter has not been addressed to date, the Committee may wish to consider confirming that the union representatives should be Council employees and not employees of Bon Accord Care.

5.22 The Committee also requires to appoint a Convener to the Group, and a timetable of meetings will be agreed with that Convener thereafter. It is intended that the first meeting will be held in the next cycle, and in the meantime, training will be offered to the trades union representatives.

6. IMPACT

6.1 The Governance issues addressed in this report arise from the Council's previous consideration of work undertaken in conjunction with or proposed by Audit Scotland which, taken as a whole, should lead to an improvement in the governance and decision making processes of the Council. Members would be better trained and better informed with a clearer understanding of the relationship between the role of members and the role of officers and such clarity should lead to a better understanding of the Council's work by the public and improve the transparency of the democratic processes in the City.

7. MANAGEMENT OF RISK

The recommendations in the report address risks previously identified in the report produced by consultants, “Roles and Responsibilities – Is Aberdeen City Council Getting It Right?” and further identifies a means of reducing risk relating to Arms’ Length External Organisations discussed by the Audit and Risk Committee.

8. BACKGROUND PAPERS

Roles and Working Relationships – Are You Getting It Right? Audit Scotland, August, 2010

Roles and Responsibilities – Is Aberdeen City Council Getting It Right? January, 2012

Shared Risk Assessment, Aberdeen City Council, Audit Scotland, 2010/11, 2011/12

Roles and Responsibilities – Is Aberdeen City Council Getting It Right? – Report to Audit and Risk Committee, 25th September, 2012

Roles and Responsibilities – Is Aberdeen City Council Getting It Right? – Report to Council, 6th March, 2013

Arms’ Length External Organisations – Governance Arrangements – Internal Audit report to Audit and Risk Committee, 16th April, 2013

Roles and Responsibilities – Is Aberdeen City Council Getting It Right? – Committee Structures and Standing Orders and Governance Arrangements for Arms Length External Organisations - Report to Council, 21st August, 2013

Arms Length External Organisations – Governance Arrangements – Outstanding Issues and Progress - Report to Audit and Risk Committee, 24th September, 2013

Roles and Responsibilities: Is Aberdeen City Council Getting it Right? – Standing Orders, Orders of Reference, External Members on Committees and Scheme of Delegation – Report to Council, 31st October, 2013

9. REPORT AUTHORS DETAILS

Roderick MacBeath
Senior Democratic Services Manager
Email rmacbeath@aberdeencity.gov.uk
Tel (01224) 523054

Jonathan Belford
Corporate Accounting Manager
Email jbelford@aberdeencity.gov.uk
Tel (01224) 522573

**Aberdeen City Council
Governance Framework for Key Arm's Length External Organisations**

Governance Hub	
Comprising:	Service representative(s) and an officer from the following areas: Finance, Legal, Human Resources, Risk Management and Procurement
Remit:	Meet the ALEO to discuss financial performance and drive up performance through review of operational performance; Evaluate, challenge and validate information received and draw conclusions and make recommendations; Resolve key issues and consider requirement for escalation to senior staff; Review ALEO strategic and operational risk registers and provide early warning on shared risks; Review the effectiveness of the system of risk management; Participate in strategic discussions on issues such as business planning and longer term strategic planning; Participate in the preparation of the ALEO Strategic Performance Review; and Contribute to the development of the ALEO's Business Planning.
Inputs:	Performance information People information Service Quality information Risk Management information Business and other plans Audit reports
Outputs:	Governance and assurance information Service Committee reports Audit and Risk Committee / Shareholder Scrutiny Group reports Feedback to ALEO
Twice Yearly:	Service Committee Receive a progress report on such matters as: Operational performance (including financial performance); People performance, Risk management; and Service Quality (for example single outcome agreement achievements, customer feedback, and health and safety)
Annually:	Presentation of the ALEO Business Plan, which will be used to approve the funding for the subsequent year.
ALEO representatives in attendance at the Committee meeting	
Quarterly:	Audit & Risk Committee / Shareholder Scrutiny Group Receive a report on the effectiveness of the system of risk management. The system of risk management is such made up of various components, including Strategy, Structure, Skills, System, Staff and Shared Values. The Committee will use this to determine the level of assurance it can place on the effectiveness of that system and its ability to achieve the organisational objectives.
As and when:	Other matters may be presented in areas such as audit, roles and responsibilities of the board, legislation, following the public pound and breaches of governance
ALEO representatives in attendance at the Committee meeting	

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Draft International Trade Plan 2014/2015
REPORT NUMBER:	EPI/13/248

1. PURPOSE OF REPORT

The report seeks approval for the Council's planned international trade development activities for 2014/2015, and in particular the attendance at overseas trade events, in order to help deliver the economic development priorities of the Smarter Aberdeen vision. The report is a "Draft" International Trade Plan for 2014/2015 and is being brought forward now to allow adequate lead-in times for activity planning and delivery.

The Plan's finalisation is dependent on the approval of the 2014/2015 budget. If there is a significant change from 2013/2014 to 2014/2015 in the operational budgets for international trade activity, a revised report will be brought forward to the next EP&I Committee on 13 March 2014. If there are no significant changes, this Draft Plan will become the Final Plan.

2. RECOMMENDATION(S)

It is recommended that Committee:

- a) Approve the report and the activities described herein, subject to their approval by the Scottish Government in the normal manner.
- b) Approve the relevant travel by officers and Elected Members for the activities as described in the Appendix
- c) Receive a bulletin report on each international event undertaken in the plan.

3. FINANCIAL IMPLICATIONS

The delivery of the Draft International Trade Plan 2014/2015 is dependent upon a 2014/2015 international trade budget allocation within the Economic and Business Development budget, covering staffing costs and operational programmes. This will be determined in February 2014 as part of the Council's corporate budget setting process.

In 2013/2014, the allocated operational budget was £70K. The 2014/2015 Draft International Trade Plan is based on a budget of the same level as 2013/2014, and is therefore subject to change, depending on the Council's 2014/2015 budget allocations. Members' attention is drawn to the fact that the International Trade and Investment team is increasingly requested to deliver a number of unplanned events/inward delegations to respond to new market opportunities or deliver on requests from Senior Management and Elected Members – in some cases this may adversely affect the team's capacity to deliver high quality bespoke event programmes on time. The full staffing of the International Trade and Investment team (anticipated from February 2014) and the existing operational budget will cover the delivery of the activities included in the Draft 2014/2015 Plan, however any additional commitments may result in a request for additional resources.

4. OTHER IMPLICATIONS

Health and Safety: The health and safety implications of all overseas journeys are taken into account during planning, with any exceptional implications to be addressed at the time. Officers regularly review the travel advice provided by the Foreign and Commonwealth Office and are in contact with counterparts in-country to ensure information is accurate and up-to-date. When participating in overseas journeys, Council officers and Elected Members are covered by the Council's insurance policy. A risk assessment is carried out for each overseas journey.

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

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

Staffing: The International Trade and Investment team is currently staffed by one full-time Senior Executive International Trade and Investment, one full-time International Trade Executive (Energy) and another full-time International Trade Executive will join the team in late January 2014, completing the 3 FTE team.

The successful delivery of the Plan is dependent on a fully-staffed team. These staffing numbers do not take account of City Promotions Team personnel who lead on exhibition delivery such as Offshore Europe, the Offshore Technology Conference and Offshore Northern Seas. Market prioritisation is considered very

carefully to ensure staffing resources are targeted where they can deliver most value and benefit to local companies.

5. BACKGROUND/MAIN ISSUES

Regional, National and International Context

As stated in the 2013-2018 Economic Action Plan, the vision of Aberdeen City and Shire Economic Future (ACSEF) is for Aberdeen City and Shire to be recognised by 2025 as “one of the most robust and resilient economies in Europe with a reputation for opportunity, enterprise and inventiveness that will attract and retain world-class talent of all ages.” Aligned to this is the need to maintain an excellent quality of life, for which the region is already renowned.

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

1. Deliver a fully integrated transport network
2. Maximise our intellectual capital – people and expertise
3. Anchor the offshore energy supply chain
4. Deliver city centre redevelopment
5. Attract, develop and retain skilled people
6. Maximise the efficiency of planning decision-making
7. Location of choice for company headquarters

This report outlines how the Council’s International Trade and Investment team will contribute to the delivery of these priorities, particularly items 2, 3, 5 and 7.

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

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

In practical terms, this means supporting trade missions, hosting inward business delegations, facilitating contacts between local and international companies, holding business seminars, attending key industry conferences and exhibitions and providing market intelligence – including by leading in developing new international cooperation links in specifically identified niche markets in which Aberdeen City Council is particularly well placed as a facilitator compared to other trade support organisations.

In many of these activities, the team works in partnership with Scottish Development International, UK Trade and Investment and other local and national organisations to ensure the focus of the work is demand-led and there is a coordinated approach to

international trade activity. The team seeks to leverage the combined benefit of partner activities to maintain profile and will support partners' activities at select events where the team is not represented in person.

Sector prioritisation

It is proposed that the City Council's International Trade and Investment team should continue its primary focus on the energy industry for the following reasons:

- The energy industry, both oil and gas and renewables, remains the key driver for the regional economy
- The energy industry is where the team can add most value for SMEs through supporting trade missions, hosting inward delegations, holding seminars, etc
- There is significant industry-led demand for support to increase internationalisation and support further exports
- Support for high-value jobs in the city
- Future potential of subsectors such as subsea, decommissioning, unconventional oil and gas, cross-over activities between oil and gas and renewable energy (offshore wind supply chain), etc
- Activity complements national support from SDI and UKTI
- Existing knowledge, expertise and experience within the team is focused on the energy industry
- Other sectors benefit from existing support (eg support for life sciences from SDI; support for tourism from the Council's City Promotions Team and Visit Aberdeen; support for food and drink from Aberdeenshire Council)

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

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

- Industry opinion, for example, through the biennial International Trade Survey and ad-hoc questionnaires, feedback mechanisms
- Current knowledge, experience and expertise within the team
- Forecasting of future market developments
- Views of Council officers and Elected Members
- Views of local and national partner organisations via the North East Scotland Trade Group
- Opportunity for best return on investment (eg of staff time, project budget)
- Cities/regions where good working relationships are already in place
- Accessibility of the market (eg regulations, business culture, language etc)
- Ease or otherwise of market entry (ie how much help companies need to enter the market)

Summary of target markets, priority levels and type of activity

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

This prioritisation is based on two main principles:

1) A target-market focus: concentrating resources on countries/regions identified as key targets by companies through the international trade survey and the team's ongoing engagement with the business community

2) A principle of additionality: regions/markets where Aberdeen City Council can deliver more compared to other partner organisations using inter-governmental ties or specific expertise: while focusing on a selected number of target markets (countries/regions) identified through the priorities expressed by Aberdeen's SMEs, it is also the remit of the team and the broader business development services in the EP&I Service to take a longer-term, strategic role by exploring new niche markets within these broader countries/regions. These are markets to which private companies and trade organisations cannot immediately dedicate resources, as is the case for instance for early involvement in significant emerging markets such as Mozambique.

This additionality principle may also apply to specific emergent technology markets (such as hydrogen and renewable energy in general) within priority markets/countries.

The type of activity undertaken is based on the outcomes of the 2012-13 International Trade Survey, the nature of each market, the level of industry interest/demand, resource capacity (both budget and staffing), and ability to maximise output through working in partnership in order to ensure the Council obtains maximum value for every pound it spends.

In general, the type of activity will include:

- Attending industry conferences and exhibitions
- Where appropriate, leading or accompanying trade missions to target markets
- Where appropriate carrying out targeted fact-finding and 'pump-priming' visits to initiate strategic inter-governmental/business links
- Hosting (both through proactively attracting and responding to requests from partners) key inward business delegations from main target markets
- Hosting business seminars for local companies
- Making better use of existing networks such as WECP, MOU etc

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

Activity in Tier Two – medium priority markets – will include continued business support with some outward but mainly local or inward events, such as seminars and leading in receiving inward delegations in coordination with trade support partners.

Activity in Tier Three – low priority markets – will include occasional business support mainly focused on local or inward events, such as seminars and assisting partner organisations with receiving inward delegations.

However, given the speed with which markets and the oil and gas industry change and develop, this framework is intended as a guide only. The team will endeavour to maintain enough operational and financial flexibility to enable it to respond to any unexpected opportunities that may arise which have the potential to provide an immediate return for Aberdeen companies. However, given the substantial staff time already committed to the proposed priority activities, responding to such opportunities might require external support either from other teams in EP&I or hiring external consultants, budget permitting.

The findings of the 2012-13 International Trade Survey helped to inform the activities and priorities for the year ahead. An effort has been made to include AREG member companies in the sample for the results to represent a cross-section of the different energy sub-sectors. The results show a high degree of consistency in terms of the top priority markets remaining the same or similar. The following markets are deemed the most appropriate for prioritisation.

Tier One (top priority)

Brazil
Canada
Norway
US (Gulf of Mexico)

Tier Two (medium priority)

Australia
Mozambique
South Korea
World Energy Cities Partnership fellow member cities

Tier Three (low priority)

Iraq
Japan
Europe (as a single market for the offshore wind and hydrogen supply chains)

Note on limitation of resources:

Delivering on non-priority markets may require to draw resources, in particular officer-time, from other teams within the Directorate, especially when such additional commitments are more oriented towards the promotion of the City of Aberdeen (ie inward delegations on a study-visit of the 'Aberdeen model'), as opposed to a clear international trade development focus.

Additional Priorities

North East Scotland Trade Group

One of the strategies to maximise the team's limited resources is through partnership development and joint working. This was the motive for creating the Export North-East Partnership which was formerly constituted as Business Gateway International and was resourced by two Scottish Enterprise staff. Following restructuring at Scottish Enterprise, the group ceased. It was reconvened in 2012 as the North East of Scotland Trade Group and re-launched at ONS 2012 in Stavanger and comprises the following partners:

Aberdeen City Council, Aberdeenshire Council, UK Trade and Investment, Scottish Development International (SDI/Scottish Enterprise), Aberdeen and Grampian Chamber of Commerce, Scottish Council for Development and Industry (SCDI) and Subsea UK.

It is currently chaired by Aberdeen City Council, with the International Trade and Investment team in charge of ongoing administration/coordination of the group. The group shares international trade plans to avoid duplication and address any gaps in service provision and has developed a shared events calendar for ease of use by the business community.

The partners' activities are coordinated through quarterly meetings, and one central shared objective is to develop a coordinated programme of work to carry out joint-surveys. This is with the aim to avoid duplication of work and to minimise survey-fatigue among local businesses.

2014-15 Aberdeen City and Shire International Trade Survey/North-East of Scotland joint survey

The biennial International Trade Survey has been a vital ingredient in determining how to tailor international trade services according to company demand. The international trade team is developing a concrete work programme with North-East of Scotland Trade Group to carry out the next international trade survey on a joint basis. This exercise is likely to be broken down into smaller annual surveys to better comprehend market developments.

World Energy Cities Partnership (WECP)

Aberdeen City Council is a founding member of the World Energy Cities Partnership – a 19-strong network of global energy cities that encourages the exchange of energy industry knowledge and economic and infrastructure development strategies.

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

The focus of activity in 2014/2015 will be on maximising business development opportunities, addressing infrastructure investment challenges and tackling skills shortages.

Renewable Energy

An emerging component of the team's work is its support for the renewable energy sector. Given the City Council's hydrogen economy projects, the team aims to support the city's hydrogen strategy in terms of business internationalisation, through business intelligence and learning from the supply chain development experience among early-adopter markets (Germany, Japan, Canada, USA).

The team has been coordinating with Aberdeen Renewable Energy Group (AREG) to identify common international priority markets for which joint activities (business seminars, inward delegations, possibly trade missions) – these include Canada, South-Korea and possibly Brazil and/or Japan.

All Energy 2014

The team, in partnership with AREG and the hydrogen projects and City Promotion teams within the City Council, will support the All Energy exhibition ensuring the presence of international delegations from the priority markets and holding shared business seminars before or during the event itself.

Memoranda of Understanding (MOU)

Aberdeen City Council has seven Memoranda of Understanding, established between the mid 1990s and most recently in 2006:

- Nova Scotia, Canada (jointly with Aberdeenshire Council and Moray Council)
- City of Halifax (signed in September 2013 renewing and extending the Nova Scotia MOU on a direct city-to-city basis)
- Newfoundland and Labrador (jointly with Aberdeenshire Council and Moray Council);
- Torshavn, Faroe Islands;
- State of Rio de Janeiro, Brazil;
- Western Kazakhstan (Atyrau);
- Villahermosa and the State of Tabasco, Mexico.

A report on these MOU was submitted to EP&I Committee on 31 January 2012 and work continues in order to ensure best value from these agreements.

A separate report is being submitted to this same Committee regarding the proposal of a new theme-focused and time-limited MOU with the city of Mokpo, South-Korea.

6. IMPACT

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

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

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

Local Outcome – Anchor the Oil and Gas Industry

Local Outcome – Diversification of the Economy

The contents of the report also relate directly to delivering the economic development aspects of the Administration’s Smarter Aberdeen vision.

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

7. BACKGROUND PAPERS

Scottish Government Economic Strategy

Scottish Government International Framework

The Economic Action Plan 2013-2018 for Aberdeen City and Shire – ACSEF

Aberdeen City Council Single Outcome Agreement

Scotland’s Oil and Gas Strategy 2012-2020

UK Oil and Gas Industrial Strategy 2120-2020

8. REPORT AUTHOR DETAILS

Nicolas Ellison

Senior Executive, International Trade and Investment

Enterprise, Planning and Infrastructure

Tel 01224 523109

Email nellison@aberdeencity.gov.uk

DRAFT INTERNATIONAL TRADE PLAN 2014 – 2015

MARKET	TRADE EVENT	TIME AND PLACE	JUSTIFICATION	OFFICER INVOLVE- MENT* all on a whom failing basis	COMPANY INVOLVE- MENT	MEMBER INVOLVE- MENT* all on a whom failing basis	BUDGET* *Estimates pending 2014/2015 allocations
Tier One – Top Priority Markets							
Norway	ONS Exhibition & Conference	25-28 August 2014	Norway is the top market for current exporters, and 2 nd most important target market.	Two Officers from the International Trade Team and three from the City Promotions Team to support the delivery of a large exhibition stand and festival pavilion at ONS2014. A separate report on the ONS Festival is submitted to this Committee.	Yes	Lord Provost	£2,000 per person
Norway/ Arctic Europe		Mission to Arctic Norway & Murmansk, Russia	Arctic Europe, including Northern Norway and Murmansk, Russia	Up to Two Officers	No	Council Leader	£2,000 per person

		TBC	is growing frontier region for O&G exploration and production. The fact find visit is to prepare an ACC-lead trade mission in spring 2015.				
USA	Offshore Technology Conference (OTC) SDI Trade Mission	Houston, USA May 2014	OTC is the biggest global oil industry show. Also includes WECP meetings.	Up to two Officers, if required to support a larger delegation of Members	Yes – but not directly with ACC	Lord Provost (WECP working meetings)	Approximately £3,500 per person
USA	Louisiana Gulf Coast Oil Exposition SDI Trade Mission	Lafayette, Louisiana October 2014	USA is the 3rd top current market for exporters.	One Officer	Yes – but not directly with ACC	Depute Provost	£2,000 per person Elected member's expenses to be covered by Depute Provost's dedicated budget
Brazil	ACC-led Trade Mission to Rio Grande do Sul	Rio de Janeiro, and Rio Grande do Sul, Brazil Dates TBC: Possibly in conjunction with Rio Oil and Gas show, 15-18 Sept.	Brazil is a top priority market due to scale of opportunity. Rio State and city are MOU partner; WECP member city. Rio Grande do Sul presents technological challenges of particular interest for Aberdeen's deep-sea expertise	Up to two Officers if larger delegation requires so	Yes – numbers TBC	No	£2,000 per person
Canada	SDI Trade Mission and ACC-lead mission to Halifax	St John's and Halifax, Canada	Canada is a top priority market, Atlantic Canada	EPI Director (on whom failing basis)	Yes – numbers TBC	Lord Provost to reciprocate	Approximately £2,000 per person

	added-on	NOIA conference 17-19 June	offers opportunities in particular for Aberdeen's offshore technology expertise. New Halifax MOU also to open opportunities in renewable energies.	and up to two officers (to attend exhibition stand and cover trade mission organisation)		2013 visit by Mayor of Halifax	
Partnerships (WECP)	WECP AGM	Stavanger, Norway 21 August 2014	WECP Annual General Meeting; development of WECP network; outward trade mission.	Up to two Officers	Not required	Lord Provost	Approximately £1,500 per person
Tier Two Priority Markets							
Mozambique	Trade Mission (preceded by strategic partnership development visit in March 2014)	Maputo, Mozambique TBC/June-July		Up to two Officers	No	Depute Provost	Approximately £2,000 per person Elected member's expenses to be covered by Depute Provost's dedicated budget
South-Korea	Strategic Partnership Mission and World Energy /Hydrogen Conference In Gwangju	Gwangju and Mokpo, June 15-20 2014		One Officer from ITI team; one Officer from External Funding/ Hydrogen Projects		Lord Provost	£2000 per person; External Funding/Hydrogen projects to cover their costs.
Tier Three Priority Markets							
Iraq	Strategic partnership exploration visit; Basra O&G show	Basra, Iraq TBC/December 2014 Note: this is a FCO/UKTI request		One Officer (EPI Director)		Council Leader	Note: this is a Foreign and Commonwealth Office/UKTI request, subject to security situation and

							external funding from UKTI. Cost not to be supported by ITI budget.
Other Renewable Energy Markets and strategic relationships							
Germany	Hannover Technology Messe	Hannover, April 2014	Germany is a strategic market for hydrogen development and renewable energies	One Officer		No	Covered by the External Funding team budget
Partnerships (WECP, MOUs, etc) and other Frontier regions/markets	Up to two visits to assess strategic relationships/prepare market entry	TBC	Fact-finding/strategic development missions might be required where arising opportunities have been identified by the team or following instructions from director/Elected Members	One Officer		No	£2000 per mission
Inward visits and local events							
Inward visits to Aberdeen from various markets	Inward Visits 2012/13	Aberdeen Various dates TBC/on request eg	Inward visits from overseas delegations anticipated from key target markets during 2014/15, especially for: <input type="checkbox"/> All Energy, Nagasaki, Halifax delegations <input type="checkbox"/> Subsea UK Conference 2015	To be determined as required.	Yes	Yes – for civic receptions, civic welcomes etc	£500 per event – budget set for an estimated minimum of eight events/delegations

			<input type="checkbox"/> Unconventional Gas Aberdeen 2015. Number of requests for assistance with visits likely to be high – budget set for an estimate of eight events/delegations				
Local seminars and workshops in Aberdeen on various markets	At least three local seminars and workshops	Aberdeen Various dates TBC	Program of local seminars and workshops to focus on key target markets, with priority on the ones ACC will lead a trade mission to: Brazil, Canada, Norway, Mozambique	To be determined as required	Yes	No	£250 minimum per event
Other expenditure	North East of Scotland Trade Group (NESTG)	Aberdeen	Funding of NESTG activities (Aberdeen chairing the group) including contribution to joint 2014 export survey work				£5,000
Other expenditure	World Energy Cities Partnership membership		To maintain and strengthen Aberdeen's position as a global energy hub				£5,000

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 st January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	KIMO Membership Review
REPORT NUMBER:	EPI/13/263

1. PURPOSE OF REPORT

The purpose of this report is to recommend Aberdeen City Council cease membership of Kommunenenes Internasjonale Miljøorganisasjon (Local Authorities International Environmental Organisation) or KIMO.

Grampian Regional Council was a founding member of KIMO UK. However, membership no longer delivers direct benefits to the Council and therefore it is not considered best value to continue.

2. RECOMMENDATION(S)

It is recommended that the Committee agree to cease membership of KIMO.

3. FINANCIAL IMPLICATIONS

As a member of KIMO the Council pays an annual membership fee of £1,974. The invoice for 2013/14 was received in October 2013.

In addition it is expected that a Councillor and an officer attend 4 UK Business meetings per year (usually held in Edinburgh or Inverness) and the KIMO International AGM (location rotates amongst members).

Membership and most expenses have historically been paid from the Environmental Policy Team budget (Planning & Sustainable Development Service). Further details of annual expenditure are contained in Table 1.

Table 1: Estimated annual expenditure

Item	Cost (£)	Comment
KIMO UK Annual Membership Fee	1,095.00	Invoice for 2013/14 received Oct 13.
KIMO International Annual Membership Fee	879.00	Invoice for 2013/14 received Oct 13.
Travel to UK Business Meetings (4 per year)	400.00	Travel costs for one Councillor and one officer to attend meetings, mostly held in Edinburgh or Inverness (approx £50 per train ticket).
Attendance at Annual General Meeting	1,870.00	Flights, accommodation and subsistence for one Councillor and one officer (based on £500 per flight, 3 nights accommodation at £100 per night and subsistence of £45 per day). AGM location rotates amongst member countries. 2013 - Faroe Islands 2012 - Gothenburg, Sweden 2011 - Aberdeen, Scotland 2010 – Palanga, Lithuania
Total	4,244.00	

4. OTHER IMPLICATIONS

The KIMO Constitution dictates that any local authority member may give 3 months notice to the National coordinator of their intention to cease membership of the Organisation. Cessation of membership during the financial year should not entitle the member to a refund for the remainder of that year. The 2013/14 invoice for annual membership was received in October 2013 but has not yet been processed.

5. BACKGROUND/MAIN ISSUES

KIMO International:

Kommunenenes Internasjonale Miljøorganisasjon (Local Authorities International Environmental Organisation) or KIMO was founded by local municipalities with a shared concern for the state of the marine environment. KIMO was founded in Esbjerg, Denmark, in August 1990 to protect, preserve and enhance northern Europe's oceans. KIMO is designed to give municipalities a political voice at the international level, to share best practice and to find solutions to marine political problems that affect coastal communities.

KIMO work to minimise environmental threats to the marine environment on our behalf by lobbying at the highest level, by conducting research for our information and to back up our lobbying work, and through demonstrative projects such as the Fishing For Litter project. The work of KIMO is driven by locally elected politicians to ensure that relevant issues are addressed.

KIMO has operational 'national networks' in five countries; the United Kingdom, the Netherlands, Denmark, Belgium and Sweden.

KIMO UK:

KIMO UK is composed of ten local council members. The KIMO network in the United Kingdom was formed in 1991 shortly after the establishment of KIMO International.

Aberdeen City Council's Membership:

Grampian Regional Council was a founding member of KIMO UK. In recognition of this status Aberdeen City Council appoint a Councillor and an officer to attend meetings. Councillor Milne is the current lead Member. Councillors Donnelly & Coral have been appointed as substitutes. The role of the officer is to support the Councillors appointed to KIMO.

The objectives of KIMO are to:

- Exchange information on effective pollution prevention and cleaning up operations and on sustainable development;
- Monitor and Highlight Emerging Marine Pollution Threats;
- Lobby national Governments, the European Commission and others to take effective actions on issues affecting Northern Seas;
- Lead by example by improving regional marine environments;
- Make joint representations against threatening proposals;
- Develop best practice on coastal issues;
- Undertake demonstrative environmental projects;
- Disseminate information.

In terms of Aberdeen City Council, membership involves:

- Attendance at quarterly KIMO UK Business Meetings (generally held in Edinburgh or Inverness)
- Attendance at the Annual General Meeting (Location rotates amongst member countries);
- Report annually to the EPI committee on KIMO UK and KIMO International Business
- Input to consultations when appropriate;
- Provide professional advice on environmental policy which includes waste, environmental health, the marine environment, disaster recovery, when appropriate;

Key areas of work include:

Maritime Safety and pollution

KIMO was instrumental in ensuring that the Emergency Towing Vessels were retained in Scotland until the end of the spending review. The focus of this work has now shifted to ensure that the provision continues after the end of the spending review when it is expected that the Westminster Government will try to end the service.

KIMO is working hard to ensure that safety and environmental standards are as high as possible in the maritime sector. Recent successful campaigns have involved ship exhaust emissions, container ship safety and the release of polyisobutene from shipping.

Marine Litter

Marine litter is now present in all our oceans and poses numerous threats to the marine environment. UK local authorities spend in excess of £15 million removing beach litter every year (an increase of 37% in the last 10 years) and other industries will also be inconvenienced, both physically and financially by marine litter. Fishing, boating, ports and power generation industries have all reported financial losses due to marine litter. KIMO recently released research detailing the financial cost of marine litter to various sectors of our economy.

KIMO also run the successful Fishing for Litter scheme (see www.fishingforlitter.org for more information) that physically removes litter from our seas.

In addition, KIMO chair the marine litter group at OSPAR and were heavily involved in the recent EU Good Environmental Status Descriptor on marine litter (part of the Marine Strategy Framework Directive) and more recently have sat on the steering group for the upcoming Scottish Marine Litter Strategy. Through this continued work KIMO hope to encourage policy makers to reduce the amount of marine litter at source.

Radioactive Emissions

Work has continued to ensure that emissions of radioactive substances form both land and maritime sources are reduced with recent engagement focussed on reprocessing activities in Sellafield and the decommissioning of the Dounray site. KIMO has also published a study of shipments of radioactive materials in Europe, the first study of its type.

Oil & Gas

KIMO continues to engage with the Oil and Gas industry and has been fully involved in the stakeholder process of the Brent field, including participation on the specialist Cell Management study. KIMO also sits on the Oil and Gas UK led Oil Spill Response Forum.

New work areas

KIMO has always been a member led organisation and following recent requests from members several new areas of work have been proposed which are:

- Marine Spatial Planning/Integrated Coastal Zone Management;
- Adaptation to sea level change/coastal erosion; and
- Sustainable Coastal Tourism.

6. IMPACT

Attending KIMO meetings allows the Council to share information and gain a better understanding of the current issues contributing to maritime pollution. It also provides an open forum for the Council to express any specific concerns regarding marine pollution issues we have which KIMO can help to explore.

This has the potential to help further the high level priority for the smarter environment contained in the 5 year Corporate Business Plan.

However, membership is not delivering enough tangible benefits to the Council to justify the resources spent.

7. MANAGEMENT OF RISK

The risk of ceasing membership is that Aberdeen City Council may miss out on key opportunities to undertake demonstrative environmental projects or opportunities to make joint representations against proposals affecting our marine environment.

However, some of these risks are likely to be negated through the Council's role in Marine Spatial Planning (as part of the Marine (Scotland) Act 2010). Work is currently on-going to develop a National Marine Plan (similar to the National Planning Framework for terrestrial planning). This will be implemented at a local level via Scottish Marine Regions (SMR's) and their own Local Marine Plans. This legislation has been introduced to manage development in our marine environment as well as improve its protection. The Council will be involved in these SMR's and will, therefore, have a say in proposals that affect our marine environment. Part of this role will be to implement Integrated Coastal Zone Management (ICZM).

In addition the Council's Environmental Health & Emergency Planning departments do not feel that KIMO membership influences their service provision and are therefore content for the membership to lapse.

Therefore the financial and human resources currently dedicated to KIMO could be redirected to other work on these matters.

8. BACKGROUND PAPERS

KIMO Website <http://www.kimointernational.org/Home.aspx>

9. REPORT AUTHOR DETAILS

Amy Smith, Sustainable Development Officer,
amysmith@aberdeencity.gov.uk 01224 522725

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Proposal for the Signing of a Memorandum of Understanding between Aberdeen and Mokpo, South Korea
REPORT NUMBER:	EPI/13/260

1. PURPOSE OF REPORT

The purpose of this report is to outline a proposal for the signing of a Memorandum of Understanding between Aberdeen and Mokpo, South Korea

2. RECOMMENDATION(S)

It is recommended that Committee:

- a) Approve in principle the signing of a three-year Memorandum of Understanding between the cities of Aberdeen and Mokpo, including an annual action plan, annual review and one annual meeting alternating between the cities (eg 2014 in Aberdeen; 2015 in Mokpo etc)
- b) Request officers to report annually to Committee on outcomes achieved as a result of the Memorandum of Understanding

3. FINANCIAL IMPLICATIONS

There is no additional budget available to support a new Memorandum of Understanding. Therefore all activities will have to be resourced from within the existing operational and staffing budgets for Business Growth, and from interested partner organisations. This may have a detrimental impact on other activities in other priority export markets if some funding or staff time has to be diverted towards supporting the MOU and this will be risk assessed as part of the team's action planning process. Opportunities to generate income will be explored as part of the action plan.

4. OTHER IMPLICATIONS

This new initiative will be managed and delivered by the International Trade team (3 FTE, though at the time of writing the team is currently at 2 FTE and is in the process of filling the vacancy of 1 FTE) within Business Growth. Given the limited resources, and the range of existing commitments to other

export markets, it is essential that a clearly defined action plan be agreed and adhered to.

5. BACKGROUND/MAIN ISSUES

South Korea is the 12th largest economy in the world, and the 4th largest in Asia. In spite of the prevailing global economic conditions, its economy grew by 3.6% in 2011, the fastest in the OECD (Organisation for Economic Cooperation and Development), and further growth of 2-3% is forecast for 2013.

An EU-Korea Free Trade Agreement was signed in October 2010 and came into force in July 2011, providing for the removal of duties on 97% of all duties within three years. It is the second biggest free trade deal ever and is expected to deliver up to 32 billion euros in increased trade between the two parties. Since the agreement was signed, the UK has become Korea's 2nd largest trading partner among EU countries. UK goods exports to Korea increased 82% year-on-year in 2012, making South Korea the single largest growth market for UK exports.

There are already a number of cooperation agreements in place between the UK and South Korea, many of which were signed in November 2013 during a State Visit to the UK by President Park Geun-hye. These include:

- UK Trade and Investment signed a Memorandum of Understanding with the Korea Trade Investment Promotion Agency
- Newcastle and Strathclyde Universities signed separate Memoranda of Understanding with the Korea Institute for Advancement of Technology and the Korea Offshore and Shipbuilding Association to commit to three intakes of postgraduate students, with £5m per year to be shared between the two universities.
- Imperial College and Postech signed an MOU to stimulate further collaborations between the UK and Korea in the area of Hydrogen and Fuel Cells, leveraging funding from both the Engineering and Physical Sciences Research Council and the Korean Government.

During the State Visit, the UK and South Korean Governments committed to doubling trade and Foreign Direct Investment by 2020.

The British Embassy in Seoul has indicated an early positive interest in and desire to support the Aberdeen-Mokpo links.

Moving to a more local/regional perspective, Aberdeen Business School has student and staff exchange relationships with Hanyang University and University of Seoul, both in Seoul, and with Keimyung University in Daegu.

Furthermore, the University of Aberdeen is also exploring collaboration opportunities with the province of Gyeongnam and will welcome a 17-strong senior Government and academic delegation to Aberdeen in early 2014. The City Council and University of Aberdeen are already working in partnership to

ensure the success of this visit and, in due course it may be possible, if all parties agree, to extend the scope of the MOU to include the wider interests of Aberdeen's academic community.

In spring 2013, representatives from the city of Mokpo in southwest South Korea contacted Aberdeen City Council about the possibility of establishing links with Aberdeen, particularly in the areas of renewable energy, marine engineering and higher education. The international trade team and Aberdeen Renewable Energy Group jointly welcomed a delegation from Mokpo to All Energy in May.

Following discussions between officers, Elected Members and Lord Green of Hurstpierpoint, Minister of State for Trade and Investment, during Offshore Europe in September, the Corporate Director for Enterprise, Planning and Infrastructure briefly visited Mokpo in November and agreed in principle to put forward for the Council's consideration a proposal to establish a three-year Memorandum of Understanding between Aberdeen and Mokpo.

The intention is to establish a three-year Memorandum of Understanding focusing on renewable energy (especially offshore wind and wave/tidal), marine engineering and higher education, with the Lord Provost of Aberdeen and the Mayor of Mokpo signing the MOU at All Energy 2014 in Aberdeen in May. The MOU will be backed up by an action plan and annual review.

The next steps would be for officers from Aberdeen and Mokpo to develop mutually acceptable text for an MOU and prepare for an inward visit to All Energy 2014 in May in Aberdeen.

6. IMPACT

The impact of the MOU will be determined by the implementation of the action plan, the content of which will include appropriate performance measures. Officers will report annually to Committee on the impact of the work.

7. MANAGEMENT OF RISK

A risk assessment on the MOU and corresponding action plan will be carried out by officers.

8. BACKGROUND PAPERS

Foreign and Commonwealth Office website www.gov.uk/fco
UK Trade and Investment website www.ukti.gov.uk

9. REPORT AUTHOR DETAILS

Elaine Robertson
Business Growth Manager
Economic and Business Development
Enterprise, Planning and Infrastructure

Tel: 01224 522940

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Offshore Northern Seas 2014 Festival, Stavanger, Norway
REPORT NUMBER:	EPI/13/250

1. PURPOSE OF REPORT

This report details Aberdeen City Council's proposed involvement in the Offshore Northern Seas (ONS) Festival, 25-27 August 2014 in Stavanger, Norway. It will outline the cost implications of participating in the festival and the activities to be undertaken in support of the Offshore Northern Seas 2014 exhibition and conference.

Approval to attend the Offshore Northern Seas exhibition and conference, which the festival complements, will be dealt with as part of the Economic & Business Development Trade Development report also being considered by this committee.

Funding approval is required from the current 2013-14 Economic & Business Development budget to support the delivery of Aberdeen's presence at ONS 2014.

2. RECOMMENDATION(S)

That members:

- note the content of this report.
- approve the Council's involvement in the Offshore Northern Seas Festival in 2014 and commit existing funding of £20,000 from the Economic & Business Development budget.
- approve the proposed direction for the promotion of Aberdeen at Offshore Northern Seas in 2014.
- approve the participation of the relevant staff as detailed in the Trade Development report to support both the management of a joint Aberdeen City and Shire stand at the exhibition and deliver a strong festival presence.

3. FINANCIAL IMPLICATIONS

Total cost for participation at the Offshore Northern Seas Festival is £70,000; however, Aberdeen City Council's total contribution will be £20,000. The costs for the Offshore Northern Seas Festival are budgeted for £20,000 from the Economic & Business Development budget with match funding from Aberdeenshire Council and the remaining monies to be met through sponsorship and other income generation opportunities.

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 ONS14 exhibition and conference and the supporting Festival.

Finance: Total cost for the council's presence at Offshore Northern Seas Festival 2014 as identified within the Economic & Business Development service budget is £20,000.

Health & Safety: There will inevitably be some risks associated with the organisation of a presence and attendance at this festival. All measures relevant to the venue are taken to reduce any risks and local, professional contractors are employed to build and dress the Festival pavilion in line with current health and safety legislation, building standards and temporary structure erection.

Risk Management: A high profile presence at Offshore Northern Seas 2014 promotes Aberdeen City Council's opportunities for Economic & Business Developments existing international links and trade development activities. If Aberdeen City Council did not participate at this key global energy exhibition and conference, this could result in a failure to identify and capitalise on new market opportunities for oil and gas companies in Aberdeen and the across the region.

The financial risks associated with participation at the exhibition and Festival are shared jointly with Aberdeenshire Council.

The City Promotions Team apply standard project management processes and monitor the project for the 12 months prior to the event to ensure the critical path of activity is strictly adhered to.

Social: The Festival provides a unique opportunity to promote the city to an international audience and strengthen the existing social and economic bonds with our twin city Stavanger. The Festival pavilion provides a venue for these activities to continue each evening, following the closure of the exhibition hall.

Economic: Attendance at the exhibition 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 city as a destination will support economic growth and increased employment opportunities. By presenting Aberdeen as a growth market this guarantees the regions image as a viable investment opportunity.

5. BACKGROUND/MAIN ISSUES

Offshore Northern Seas (ONS) in Stavanger, Norway has been in existence for almost 40 years. Alternating with Offshore Europe, which is held in Aberdeen every two years, this international energy event attracts a global audience. ONS takes place again in Stavanger from Monday 25th to Thursday 28th August 2014.

ONS attracts over 60,000 visitors over the four days and Aberdeen City Council will, as in previous years, seek approval through the Trade Development report to secure a presence at the exhibition for the event in 2014. The City Council will work in partnership with Aberdeenshire Council and local companies will be recruited to exhibit on our stand. The financing for this exhibition presence is shared with Aberdeenshire Council and offset by income generated from stand sharers purchasing exhibition space for the local authorities. City Council funding for the exhibition presence will be allocated from the 2014/2015 Economic and Business Development budget. The exhibition stand offers the opportunity for local energy related companies to promote their company, identify business opportunities and experience the benefits of support from the Council's International Trade team.

Running alongside the ONS 2014 exhibition and conference is the globally recognised ONS Festival. Held on Stavanger Harbour Quayside from Monday 25th to Wednesday 27th August 2014, in previous years this event has attracted over 40,000 exhibition delegates, visitors and Stavanger residents over the 3 days. The Festival is designed to complement the exhibition with a cultural, musical and entertainment celebration from the Norwegian and invited host cities.

Lord Provost George Adam has accepted an invitation by the ONS Festival to take one of only eight guest city pavilions on the harbour side at the heart of the festival activities. Each purpose built pavilion is strategically placed to attract maximum footfall from the Festival attendees. The pavilions are intended to present a platform for each country to present all that is best in hospitality, entertainment, cuisine, food and drink. It provides the opportunity to:-

- demonstrate its commitment to the energy industry

- showcase Aberdeen City as a destination for business and leisure
- promote the area as a world class business location and a desirable place to invest, live, work, study and visit
- use the pavilion for facilitating business to business introductions
- signpost potential investors to local companies who are sponsoring the pavilion
- host VIP & international delegation networking events
- showcase council services to Aberdeen City delegates
- showcase our unique music, food and drink

Aberdeen City has strong ties with its twin city Stavanger. This is now the fourth time Aberdeen has been afforded the opportunity to host a pavilion at the Festival. This is a showcase to the global energy industry underlining our Energy Hub status and our exceptional talent for hospitality. It would allow us to demonstrate our professionalism and also our commitment through Smarter Aberdeen to be at the forefront of the energy industry. This is a key opportunity for us to promote the city locally, to the business community who travel from Aberdeen City and Shire to the event, nationally and internationally.

Feedback, through questionnaires, from our Aberdeen companies who use the pavilion to entertain and network have been excellent. The international delegates, our sponsors and business colleagues, as well as the Festival organisers, have all agreed that the Aberdeen pavilion is exceptional in content, presentation and professionalism.

Internationalisation, product and market diversification are key elements of the city's ongoing city development strategy and the Aberdeen Festival pavilion plays an important role in supporting this strategy. Both the Aberdeen exhibition and Festival pavilion presence is staffed by Economic and Business Development personnel across multi-disciplined teams.

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 the pavilion has a cross section of cultural, entertainment and cuisine that reflects the heritage of Aberdeen.

Smarter Living (Quality of Life)

- We aspire to be recognised as a place of excellence for culture and arts by promoting Aberdeen as a cultural centre hosting

high quality diverse cultural events for business and leisure tourists

Smarter Economy (Competitiveness)

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

Community Plan

- We will work with other organisations, agencies and groups, including VisitScotland and VisitAberdeen, to encourage tourism and the provision of facilities for tourists.

7. REPORT AUTHOR DETAILS

Lynda Raitt
Senior IVSA Officer
Tel: 523286
Email: Lyrantt@aberdeencity.gov.uk

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Twinning & International Partnerships
REPORT NUMBER:	EPI/13/255

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, Strategic Planning & Infrastructure Committee recommend the approval of the following grants from the International Twinning Budget 2013-2014:

- i) £5,000 towards the “Doppelganger Writing Project” to celebrate the Sixtieth anniversary of the twinning of Aberdeen and Regensburg in 2015. This project element will take place during March to August 2014.
- ii) £3,540 contribution towards the visit of six conference committee attendees from the twin city of Clermont Ferrand to attend the 9th joint symposium between The Rowett Institute of Nutrition and Health, University of Aberdeen and INRA-Theix, Clermont Ferrand in Aberdeen, 16th to 19th June 2014.
- iii) £1,000 contribution towards premiere of the film festival of short films the Court Metrage Festival, Clermont – Ferrand, 5th February 2014. The Lord Provost of Aberdeen, Aberdeen City Councillors, consuls and representatives from international societies will be attending this premiere.

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	£39,351
i)	Contribution towards the “Doppelganger Writing Project” to celebrate the Sixtieth anniversary of the twinning of Aberdeen and Regensburg in 2015, March to August 2014.	£5,800
ii)	Contribution towards the visit of six conference attendees from the twin city of Clermont Ferrand to attend the 9 th joint symposium between The Rowett Institute of Nutrition and Health, University of Aberdeen and INRA-Theix, Clermont Ferrand in Aberdeen, 16 th to 19 th June 2014.	£3,540
iii)	Contribution towards the funding of premiere of the film festival of short films from Court Metrage Festival, Clermont – Ferrand, 5th February 2014.	£1,000
	TOTAL	£10,340
	Amount remaining in budget if recommendations approved:	£29,011

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 “Doppelganger Writing Project” to celebrate the Sixtieth anniversary of the twinning of Aberdeen and Regensburg in 2015, March to August 2014.

The “Doppelganger Writing Project” will involve the creation and publication of a new collection of creative writing (poetry and short stories) written in English and German (and the Doric and Bavarian dialects) along with side by side translations.

Writers in both cities will be encouraged to take pen to paper and write new work about contemporary city life with the best

works being selected for publication and translation. As well as the launching of a competition open to all residents of Aberdeen (around March 2014), a new writing group for published writers will be set up by the this organiser in the Summer 2014 to write new works for the project and promote a culture of professional creative writing in the city. A similar process will take place in Regensburg.

In the Autumn of 2014, the best and the most representative works from both cities will be selected and translated for publication. Artwork for the publication may also be commissioned if the budget allows.

The final product will then be published in 2015, with launch events taking place in both cities.

The project will encourage literary production within the city through the open competition, foster professional writing within the writing group and promote literacy through the final publication. It will also provide a platform for the selected writers to be recognised locally and internationally.

The published book itself will allow Aberdeen residents to learn more about their Twin City of Regensburg, as well as their own city in a way that has never been approached between Aberdeen and one of its Twin Cities before. Vice versa, residents of Regensburg will learn more about Aberdeen in a more varied and personal manner.

The application requests a total of £5,800 to contribute towards the cost of the competition and workshops, translation costs, publication/printing costs and promotion and running events for the project. Other funding will be sought from Old Possum's Practical Trust, Split Infinitive, Fenton Arts and Jerwood Charitable Foundation. Groups that are involved in Regensburg are also sourcing funding in Germany for launch events in their city. A full break-down of costs has been given below.

Expenditure	
Competition and workshops	£1000
Translation	£1,500
Publication/Printing costs	£3,500
Promotion & event running costs	£800
Total	£6,800
Income	
Other sources of income	£1,000

Total	£1,000
Expenditure-Income	£6,800-1,000
Total Applying For	<u>£5,800</u>

- ii) **Contribution towards the visit of six conference attendees from the twin city of Clermont Ferrand to attend the 9th joint symposium between The Rowett Institute of Nutrition and Health, University of Aberdeen and INRA-Theix, Clermont Ferrand in Aberdeen, 16th to 19th June 2014.**

RRI-INRA 2014 'Gut Microbiology: from Sequence to Function' is an International Conference that aims to promote understanding of the role of the complex microbial ecosystems present in the digestive tract of man and animals, in maintaining health of the host. The conference is of interest to those working to improve human and animal health and nutrition through dietary manipulation.

Building on the success of their previous symposia they expect in excess of 250 delegates drawn from an international field of gut microbiologists, microbial ecologists, molecular biologists, immunologists, animal nutritionists, and clinical nutritionalists.

The biennial conference alternates between Clermont-Ferrand and Aberdeen. In order to strengthen relations between the two institutes, they request financial funding of the French organising committee. The conference organisers committee is made up of 6 from Clermont-Ferrand and 6 from Aberdeen.

The application requests a total of £3,540 to contribute towards the cost of hotel accommodation for four nights and cost of an organisers dinner attended by both Rowett and INRA members. This was a reciprocal arrangement from the last conference and the organisers would like to return this gesture.

Expenditure	

Hotel accommodation x6 @£130 per night.	£3,120
Organizing committee dinner x12 @ £35 per person.	£420
Total	£3,540
Income	
Contribution by Participants	£11,940
Total	£15,480
Expenditure-Income	15,480-11,940
Total Applying For	<u>£3,540</u>

iii) Contribution towards the funding of premiere of the film festival of short films from Court Metrage Festival, Clermont – Ferrand, 5th February 2014.

A request is made to assist with the premiere of the film festival, which is a joint twin city project between Clermont – Ferrand and Aberdeen. There will be 9 short films that have been classified as PG,12A and 15.

The request is to assist the event with promotion, theming and hospitality for invited guests attending the film premiere of the festivals opening night. The Lord Provost of Aberdeen, Aberdeen City Councillors', consuls and representatives from the international societies will be invited to the premiere, it is estimated that 60 to 80 people will be invited.

Following this screening there will be public screenings, as well as school screenings during the mornings.

It is proposed that this event could lead to future film festivals at Belmont Cinema or other Aberdeen cinemas with the representation of our other twin cities such as Regensburg and Stavanger.

Expenditure	
Theming of the theatre and reception room	£500
Hospitality costs	£200
Promotion of event	£300
Total	£1000
Total Applying For	<u>£1,000</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

Daniel Parrott
Senior Events Officer
dparrott@aberdeencity.gov.uk
01224 523842

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Routes Europe 2014
REPORT NUMBER:	EPI/13/251

1. PURPOSE OF REPORT

This report outlines Aberdeen City Council's support of Routes Europe which is being held in Aberdeen City and Shire, 12-14 April 2015.

It also details actions the stakeholder group are required to support and deliver in advance of the event, specifically attendance at Routes Europe, Marseille in France from 6-8 April 2014, to officially accept the event on behalf of Aberdeen City and Shire and Scotland.

2. RECOMMENDATION(S)

That members:

- note the content of this report.
- approve the attendance of the Lord Provost, Council Leader and a relevant officer from the Economic & Business Development service to support a strong, joint Aberdeen City and Shire presence in Marseille, France 6-8 April 2014.

3. FINANCIAL IMPLICATIONS

The cost of attending Routes Europe 2014 will be met from within the existing Routes Europe 2015 budget held on behalf of all the partners by the Aberdeen Exhibition and Conference Centre (AECC).

Aberdeen City Council provided £50,000 in financial support to secure Routes Europe 2015, Aberdeen from the Enterprise, Planning & Infrastructure budget in 2012-13.

4. OTHER IMPLICATIONS

People: Existing resources from within the Economic & Business Development Service will undertake the activities associated with the successful delivery of Routes Europe.

Finance: The total cost of delivering Routes Europe 2015 in Scotland is £1m+. This is being provided by a large number of partners including Transport Scotland, Scottish Enterprise, VisitScotland, Aberdeen City and Aberdeenshire Councils.

Health & Safety: There will inevitably be some risks associated with the organisation of a presence and attendance at Routes Europe in Marseille, France. All measures relevant to the location are taken to reduce any risks and local, professional contractors are employed to build and dress the venue in line with current health and safety legislation, building standards and temporary structure erection.

Social: Routes Europe provides a unique opportunity to promote the city, region and country to an international audience and strengthen existing social and economic bonds.

Economic: Attendance at this event is crucial 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 city as a destination will support economic growth and increased employment opportunities. By presenting Aberdeen as a growth market this guarantees the regions image as a viable investment opportunity.

5. BACKGROUND/MAIN ISSUES

The aviation industry matters hugely to the economy of Aberdeen, it is central to the success of the energy industry, and to the regions tourism industry.

Aberdeen City and Shire boasts a strong and diverse economy and is home to a multitude of international companies across a range of sectors. These industries rely heavily on the global connections provided by Aberdeen International Airport.

The airport has been substantially transformed in response to rising passenger numbers. In 2011, Aberdeen International Airport was the fastest growing airport in the UK and forecasts suggest growth will continue over the long term. In response, Aberdeen International Airport is investing for the future, with an ambitious £100m, 20 year capital plan that will deliver significant improvements for passengers and airlines alike.

Routes Europe is a major trade to trade event designed to attract air route development professionals within Europe to meet with regional airports in order to consider new air routes. It provides a platform for

stakeholders to meet, present market opportunities and negotiate. It is a place to do business, network and showcase the host city region.

The event will take place in Aberdeen at the AECC from 12-14 April 2015. This will be the 10th Routes Europe event and it is expected that it will attract representatives from between 100 -120 airlines, around 350 airports and up to 950 delegates in total.

There are various commitments required of the host destination. One of these is the hosting of a 'hand over' lunch at the previous years event – which in 2014 takes place in Marseille, France from 6 – 8 April. The stakeholder group made up of all the funding partners, have been working on plans to ensure that this handover lunch can be used to maximise the opportunity to attract delegates to the event in Aberdeen and Aberdeenshire in 2015. It is felt that a civic focus would be appropriate with the Lord Provost of Aberdeen along with the Provost of Aberdeenshire inviting the Marseille delegates to Aberdeen City and Shire in 2015.

In order to extend the opportunity for attracting delegates and to build up some trade and investment opportunities for the 2015 event, it is planned that throughout the event in Marseille that the City and Shire delegation will host organised trade opportunities and events, including joint civic meetings with the Mayor of Marseille along with show casing food and drink, tourism and engineering opportunities.

As a result of Aberdeen's successful bid to host Routes Europe 2015, UBM the organisers of the event have extended an invitation to representatives of the stakeholder group to attend other events in the Routes calendar to meet the organisers, develop a delivery plan for the 2015 event and to understand and experience the destination marketing and promotion undertaken by other cities in the aviation industry.

6. IMPACT

Equality and Human Rights Impact Assessment: An equality impact assessment is not required because the recommended actions don't have a differential impact on people with protected characteristics.

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 the pavilion has a cross section of cultural, entertainment and cuisine that reflects the heritage of Aberdeen.

Smarter Living (Quality of Life)

- We aspire to be recognised as a place of excellence for culture and arts by promoting Aberdeen as a cultural centre hosting high quality diverse cultural events for business and leisure tourists.

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. MANAGEMENT OF RISK

A high profile presence at Routes Europe, Marseille in France promotes Aberdeen City Council's existing Economic & Business Developments international links and trade development activities. If Aberdeen City Council did not participate at this key aviation exhibition and conference, this could result in a failure to identify and capitalise on new market opportunities for companies in Aberdeen and the across the wider region.

The financial risks associated with participation at Routes Europe are shared jointly with all partners in the stakeholder group.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

Dawn Schultz
City Promotions Manager
Tel: 522767
Email: Dschultz@aberdeencity.gov.uk

ABERDEEN CITY COUNCIL

COMMITTEE:	Enterprise, Strategic Planning & Infrastructure
DATE:	21 January 2014
DIRECTOR:	Gordon McIntosh
TITLE OF REPORT:	Management of events in Aberdeen's parks and open spaces
REPORT NUMBER:	EPI/13/186

1. PURPOSE OF REPORT

To inform Committee of the issues related to the management of events within Council owned parks and open spaces and to seek their approval for recommendations aimed at improving the future management of such events.

2. RECOMMENDATION(S)

1. To note the current arrangements in place within City Events to manage Aberdeen's parks and open spaces.
2. To support the revised pricing structure detailed in this report and acknowledge the agreed working relationship between City Events, the Grounds Maintenance Management Team and Environmental Services that ensures that Aberdeen's parks and open spaces are maintained to the highest standard for ongoing event use.
3. To agree a 10% increase in charges annually from April 2014 onwards, until a further report is brought to this committee in the future seeking an amendment to this agreement.

3. FINANCIAL IMPLICATIONS

Monies totaling £908,850 were secured from the ESP & I revenue budget and the Common Good Fund to deliver a dynamic but compact programme of City Events for Aberdeen in 2014-15, including the management of Aberdeen's parks and open spaces and staffing costs which currently exist within the departments revenue budget.

The issues associated with charging event organisers for the use of parks and open spaces in Aberdeen is addressed in the Main Issues section of this report.

In 2012-2013 all event applications were considered using set criteria (see appendix 1). Daily charges were introduced that related to these criteria, costs ranged from £250, £500, £1000.

From April 2013 to March 2014, £26,500 was raised from the hire charges associated with Aberdeen's parks and open spaces. There has not been a hire charge increase since 2012, while the costs of suppliers, infrastructure etc continue to increase and can no longer be sustained by existing budgets.

The proposed charges for 2014-2015 are £275, £550, £1100 which represents an increase of 10%.

4. OTHER IMPLICATIONS

Staffing

In relation to safe event delivery, the individual officers in City Events have attained specialist skills and training in support of the City Council's requirement to meet the standards expected within current Health and Safety legislation and also The Event Safety Guide – A Guide to Health, Safety and Welfare at Music and Similar Events, commonly known as "The Purple Guide".

The management of parks and open spaces is currently delivered by one Events Officer graded at G12 within the City Events Team. This officer has lead responsibilities to deliver the management of the parks and open spaces within the City Events programme.

Following approval of the City Events Programme 2014-15 at the ESP&I Committee on 12th November 2013, it has been agreed that a new post graded at G10 will be created to manage the existing occupancy of Aberdeen's parks and open spaces and to generate additional use, increasing monies available to maintain and develop the existing portfolio of spaces used for event delivery.

This will free up the G12 staffing resource currently undertaking this role and provide additional capacity within the team to develop the existing events programme and attract new events for the benefit of the city in the future.

5. BACKGROUND/MAIN ISSUES

Management of Parks and Open Spaces

Traditionally, our public parks and open spaces have been used to host a wide variety of mainly open air events, and Aberdeen is no different in that respect from the rest of the UK.

Each year, the parks and open spaces in Aberdeen host a wide range of events and these can range from the large traditional Highland Games to smaller-scale community organised galas and charitable events.

In 2013/14, there were 104 individual events hosted in the city's parks and open spaces, all of which directly or indirectly involved the City Events Team. The breakdown of these are as follows:

- 8 – Directly managed and supported by City Events
- 12 – Directly supported by City Events
- 84 – Externally managed but overseen by City Events

The Management of the city's parks and open Spaces is facilitated through the City Events Team in partnership with the city's Grounds Maintenance Management Team and Environmental Services.

This is an historical agreement, with Service approval being reached in 1997 between the then Arts and Recreation services of Community Recreation and Grounds Maintenance to ensure a co-ordinated approach to parks and open spaces management.

All applications deemed as an "Event", i.e. an occurrence happening at a determinable time and place, are assessed, consultation is carried out with all interested parties and involved agencies, and relevant permission or refusal is given by Events Officers, in each individual case striving to achieve the Council target of acknowledgement of application within 3 working days, and permission or refusal within 15 working days of receipt of application.

Permission is given after stringent background investigation and consideration, usually involving partner agencies such as Police Scotland, and there are relatively few refusals on the basis that most applications enhance the existing vibrant parks and open spaces programme.

On the rare occasion that refusal is determined; the Event Organiser is given, in writing, a full and detailed explanation of the grounds of refusal.

However, ever growing demand for use of the city's parks and open spaces has taken a toll on the maintenance of these areas, and it was agreed to introduce a pricing structure from 1 April 2012, to contribute to ongoing and daily maintenance costs.

Each event incurs a minimum daily hire charge, regardless of status - charity, corporate, private or otherwise.

A copy of the 2014/15 pricing structure is included as Appendix 1, along with the parks and open spaces event

policy statement managed under the auspices of the City Events Team.

The rates quoted were arrived at after consultation with other local authorities on their procedures and the fees charged for use of similar parks and open spaces.

Any regular bookings deemed as “commercial” lets, such as keep fit outdoor classes, kayaking in the Duthie Park boating pond, bungee trampoline activities etc, are managed under the auspices of Environmental Services, as they are not deemed to be “events”.

6. 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 ensure that Union Street regains its position as the heart of the city and move cultural activity centre-stage through re-invigorated cultural leadership.
- We will challenge inequalities wherever they exist and bring our communities closer together.

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

See Appendix 1

9. REPORT AUTHOR DETAILS

Daniel Parrott
Senior Events Officer
dparrott@aberdeencity.gov.uk
Ext 3842

APPENDIX 1

Charges for Events held in ACC parks and open spaces, streets, roads and squares 2014/15

All event applications will be considered using the criteria and descriptors below. Each event will be awarded A, B or C status and a corresponding rate applied to all days the event occupies the area.

The charge for each event will be on a daily basis as follows:

Grade A event will be charged at £1100 per day

Grade B event will be charged at £550 per day

Grade C event will be charged at £275 per day

Descriptor	A	B	C
PROFILE (public profile of the event)	High	Medium	Low
IMPACT (the impact on venue or the surrounding area)	Large impact	Medium impact	Low or minimal impact

ATTENDANCE/PARTICIPANTS	Large numbers expected. (2000+)	Small to medium numbers expected. (500 to 2000)	Small or low numbers expected. (Up to500)
EVENT DELIVERY LEVEL	Requires a full multi agency approach with event and contingency plans produced and agreed by all city partners.	City Events Officer input plus Special Events Working Group (SEWG) and other Council Departments.	Single City Events Officer input with support from appropriate Environmental Services Officer.
ACTIVITY TYPE	Multi faceted and disciplined.	2 – 3 disciplines/activities.	Single discipline/activity.

The following factors will be taken into consideration when grading an event

PROFILE

- International/national/regional/city wide/local community/local group
- Level and profile of any VIP involvement ie Royalty/government/overseas
- Artists and entertainers
- Economic benefits to the city
- Alcohol at the event
- TV and media interest

IMPACT

- Level of disruption to the local infrastructure, other users, businesses and residents
- Road closures/restrictions/diversions
- Public transport and car parking
- Set up/derig times
- Access/egress for all
- Accessibility
- Day v evening v night
- Moving v static event
- Time of year
- Fireworks/carnival or fun fair/motor sport/helicopters/parachute display
- Noise pollution
- Financial viability of event (insurances, ticket sales, entry fees)

ATTENDANCE/PARTICIPANTS Over 2000 v 500 to 2000 v up to 500
Standing/seating/mixed
Family groups v young adults v elderly v children and teenagers v rival factions

VENUE(S) Indoor v outdoor
Confined single location v widespread location v multi locations
Temporary structures

LEVEL OF EVENT DELIVERY Full multi agency approach to single Events Officer involvement
Event and contingency plans with full risk assessments, health and safety, traffic management, command and control, Event Safety Co-ordinator, on and off site meetings, professional stewarding, medical and welfare

NATURE AND TYPE OF EVENT Multi v 2-3 v single disciplined event. This can cover locations, stages, performances, activities and days
High Rating - Music festival/large concert/aviation/marine/motor/large shows/New Year celebrations/large demonstrations/large parades and processions/political/large fireworks displays/10k and upward runs/highland games/camping element
Medium Rating – Galas/markets/smaller parades and processions, shows, walks, sponsored activities
Low Rating – very small walks/fun days/sponsored activities

There are no plans to introduce any charges for those events that encompass very small numbers (up to 50) that want to use our areas for sponsored walks/toddles/educational purposes.

City Events Staffing Charge

It is recognised that as part of our standard delivery of supporting non ACC events, there are elements within our work programme that should not be charged back to events organisers. These elements are outlined below:

-Sending out application forms
-Receiving application forms
-Checking application forms and if required, contacting event organiser for further information
-Adding event to events list, festival websites etc.
-One or two face to face meetings on or off site, telephone contact, email contact to discuss event and agree level of City Events involvement and cost. These meetings will also determine what paperwork is required and agreed to be submitted.
-Sending letter of permission/refusal

Over and above these elements, there will be a charge of **£40 per hour** for any City Events Officer that is required to support the delivery of non ACC events. This is inclusive of mileage costs.

CITY OF ABERDEEN MAIN PARKS & OPEN SPACES

Introduction

Aberdeen has large parks (Duthie Park, Hazlehead Park, Westburn Park, Seaton Park, Beach, Kings/Queens Links, Stewart Park, Walker Park and Union Terrace Gardens) that can be used for major events. There are other smaller parks (Johnston Gardens, Rubislaw and Queens Terrace Gardens, Bon Accord Terrace Gardens and Allan Park) that can be used for smaller niche events.

The parks are without exception the pride of the city, winning both British and European Bloom competitions over many decades. These parks are well used by both citizen and visitors alike, and the average footfall over peak periods, especially summer months, can be measured in the thousands.

Despite their capacity to absorb large scale events, it needs to be recognised that, due to the largely soft infrastructure of parks, they are also vulnerable to damage caused by over-use, such as compaction and surface wear. Accidental damage through carelessness or lack of awareness by event organisers can also cause damage to surfaces and features e.g. gateposts, fences and rutting of grass surfaces.

Strategic Factors

The Aberdeen Parks and Greenspace Strategy 2005 contains the following objective in relation to events within the Economy section of the strategy.

EC5 Support the city's open-air events strategy through identification of infrastructure needs and extension of the events programme.

The aim will be delivered through the following tasks:

EC5.1 Improve the infrastructure and access to selected sites to accommodate events with minimal disruption and damage.

EC5.2 Develop new events which promote the positive use of parks and green spaces.

Event Policy Statement

1 Location

Events will be dispersed throughout the main parks which are considered suitable for such use. The individual characteristics of a park such as its capacity in terms of spectator/participant numbers, parking and other ancillary requirements will determine its suitability for a particular event.

2 Frequency

The frequency of events in parks will be controlled to protect the fabric and infrastructure of the park from repeated and intensive use. In general terms, there should be an interval of two weeks between events using the same area of a park as more frequent use may cause damage to the park's infrastructure. It is recognised however that events may take place more frequently during the summer months and that the use of parks for events in the winter months is more limited.

3 Priority

Priority will be given to Aberdeen City Council organised events that meet the event planning requirements (11 Event Planning). Events that are for local community benefit and commercial events that will bring an economic benefit to the city and the area that it is being held. Events that fit within the yearly events calendar. Yearly events calendar to allow various types of activities and sized events to work in harmony within the city throughout the year,

4 Timing

Public events must finish by 9.00pm Monday – Sunday especially where amplified music and/or announcements are being made. Exceptions may be made with Committee approval.

Private events such as dinner dances, where they are being held in an enclosed space such as a marquee, can take place no more than twice a month and no more than six times a year in any given park. All events must be finished by 12.00 midnight on Friday and Saturday and by 9.00pm, Sunday to Thursday. The preferred venue for such events will be the games field at Hazlehead.

5 Amplification

It is recognised that amplification is an essential part of many events through PA announcement, amplified music and entertainment and also has an essential role in making health and safety announcements to large audiences, should the need arise. Amplified music however, will only be permitted where it is integral to the nature of the event and must satisfy the Council's policy on noise abatement. The decibels of the music or other noise must be measured at the perimeter of the park nearest the residents. The dB(A) must not exceed those set by the Council or the existing legislation (whichever is the lowest).

6 Management

The event organiser will be required to sign a management agreement with the Council detailing the conduct and operational constraints which will apply to the event. The Council will supply detailed and supplementary information in support of the management agreement as it sees fit. This will include arrangements for residents parking where necessary. Should the organiser fail to conduct their event within the constraints outlined, future permission for use will not be granted.

7 Charging

There will be a scale of charges laid down by the Council for the use of the park or open space which will be dependant on the nature of the event. Added to this will be a cost, where required, for the Council's time in managing the event to ensure that all stages of the event are implemented as per the agreement with the organiser.

8 Indemnification

The event organiser will be required to have the necessary insurance in place to meet any public liability arising from their event.

9 Reinstatement

Event organisers will be liable for the reinstatement of any damage or loss to the park facilities as a result of their event. In the case of large public or private events, a bond will be required to be deposited with the Council in advance of the event taking place which will be retained if there is damage to the park facilities.

10 Events

Events come in all sizes and offer various activities for free, charity fund raising, corporate function or for financial gain. It is proposed that the mix of events be looked at and that a range of events of various sizes and activities be programmed into the parks and open spaces yearly hires. Consideration regarding the type of event, attendance size, status of event (corporate, charity public, charity private, commercial) frequency of event (more than once in that year) should be looked at regarding the application to use the parks and open spaces. A protection of the parks and open spaces should be looked at from both use of the infrastructure and also from the support of local citizens, so local events are not disadvantaged due to larger national organisers organising an event either on or near their own event or because they have booked the venue. A national charity organiser or commercial organiser who does not have a registered address in the City or do not directly contribute to the local community of Aberdeen may be refused a hire of the city's parks and open spaces or have restrictions placed on them.

11 Event Planning

The organiser will be required to produce a detailed outline of their event which should contain an event specific risk assessment, an event plan and contingency plan. These plans along with detailed scaled maps should be available to be presented to the Special Events Working Group (SEWG) on request. This group will give additional advise to the organiser and to the City Events Team in relation to their event request. Only when the City Events Officer and SEWG have had their concerns addressed would the hirer be advised to apply for any relevant licenses for that event and only when proof of the appropriate licenses and insurances have been produced to the City Events Officer will permission be granted to use the area requested.

12 Licences

The event organiser is responsible for attaining the appropriate licences in an appropriate time scale before their event. These licences must be produced before the event at a time agreed with City Events before permission is granted to use the requested venue. Appropriate licences could be Public Entertainment Licence, PRS, Street Traders Licence, Market Operators Licence, Charity Collection Licence, Occasional Licence (alcohol).

13 Political /pressure/protest groups

Applications on behalf of political /pressure/protest groups are currently treated in the same equitable way as any other requests for use of Parks and Open spaces.

Enterprise, Strategic Planning and Infrastructure Committee on Tuesday 11th September 2012 agreed that the Castlegate is **the** historic location within Aberdeen that can be used for political party and similar events.

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Aberdeen City Hydrogen Energy Storage (ACHES) Project
REPORT NUMBER:	EPI/13/266

1. PURPOSE OF REPORT

The purpose of this report is to seek approval of the required match funding for this project to proceed and for the Hydrogen Station to be built in the South of the City within close proximity to the AWPR, which was brought to Committee attention in November 2013 (EPI/13/208). It also seeks approval for Aberdeen City Council to sign the Charter on HighVloCity which is based on establishing A European Network of Clean Hydrogen Bus Centres of Excellence.

2. RECOMMENDATION(S)

1. It is recommended that the Committee approve the request to confirm match funding of £1,136,500, from the ear-marked reserve identified for Regeneration of the South of the City. This reserve currently stands at £1.35 million.

2. It is recommended that Committee approve the request to sign the Charter on HighVloCity.

3. FINANCIAL IMPLICATIONS

Quotes have been received in order to estimate the total project costs. Total project costs are identified as £1,894,130. An application for ERDF Funding has been successful and an award of £757,630 has been offered subject to securing the required match funding. This represents 40% of the total project costs.

There is a requirement for ACC to confirm match funding of £1,136,500 in order for this grant to be made available, and the purpose of this report is to confirm to the European Unit of Scottish Government that this money is available and confirmed by committee for this project or else they will pull their offer of grant for this project.

In addition a request to Scottish Enterprise has been made to fund 50% of this £1,136,500 and if this is approved by Scottish Enterprise the Council's contribution will be £568,250.

It is proposed that the funding comes from the ear-marked reserves of £1.35 million for Regeneration of the South of the City.

There are no state aid implications arising from this project. Private sector involvement is limited to the delivery of products and services which will be subject to procurement processes. The Council will own the infrastructure therefore no competitive advantage will be gained by any commercial undertaking during the delivery of the project.

Ongoing maintenance of the facility is included within the estimates received to ensure that The Council is not liable for maintenance costs during the demonstration phase of the facility.

4. OTHER IMPLICATIONS

Legal implications will arise as any award of Structural funds will be subject to a grant agreement. This will be based on a standard template and should only require a small resource input from legal services to ensure they are content with the conditions.

Staff resources will be required to manage the project. As this is a capital project the staff costs will not be recoverable through the project. Staff costs will therefore be met from existing resources.

The physical infrastructure will be owned by Aberdeen City Council and used for demonstration purposes.

Planning permission will be required for the infrastructure and shall be sought immediately after match funding is confirmed. The Strategic Infrastructure Plan identifies the regeneration of Torry to include an extension of low carbon initiatives, and this may be an option for the site of the infrastructure to be considered.

The proposed project will help to support a number of existing Council policies including the Carbon Management Plan, and also the recently launched Hydrogen Framework Strategy.

5. BACKGROUND/MAIN ISSUES

5.1 ACHES Project

At EPI Committee in November 2013 approval was given to proceed with the ACHES Project subject to securing additional external funding. Officers have since worked to confirm external funding with the need

for match funding from Aberdeen City Council now required to be confirmed by committee for those external grants to be received.

The ACHES project is part of a wider Strategic Hydrogen Programme which was outlined at EPI Committee in November 2013. The Strategic Hydrogen Programme was prepared following approval by Full Council of the Strategic European Hydrogen Transport Projects paper on 20 January 2012. This paper recommended that there be a phased roll out of projects with a longer term view of developing a network of hydrogen refueling stations. The ACHES project will support delivery of this, not only through the provision of hydrogen refueling infrastructure, but also because it will produce hydrogen from green electricity.

5.2 Charter, HighVloCity

The High VLOCity Project, co-funded by EU Fuel Cell and Hydrogen Joint Undertaking, is a large scale demonstration project for fuel cell electric buses and refuelling infrastructure, in order to meet these challenges and offer sustainable solutions. It is believed that the ultimate success will depend on the level of general acceptance of the technology. Hence, the importance to learn and share information.

One of its main dissemination objectives is to create a European Network of Clean Hydrogen Bus Centres of Excellence, initiated at the three operator's sites (De Lijn, Flanders ; Riviera Trasporti, Imperia and Aberdeen Scotland) but intended to be a point of reference on the deployment and operation of fuel cell buses in public transport and to reach out to the regions, to bus operators, to students as well as to the general public. The Centres of Excellence will be key in linking new sites to the existing ones, thus creating a knowledge based exchange network between all the stakeholders, including data and information.

6. IMPACT

The Strategic Infrastructure Plan (SIP) of Aberdeen City Council, at page 32, discusses the Aberdeen Hydrogen Project. This plan includes the need for "additional refueling infrastructure", and therefore this project will support implementation of the SIP.

In 2013 "A Hydrogen Economy For Aberdeen City", a framework strategy for hydrogen in the area was launched. This strategy outlines the vision of a future low carbon economy with hydrogen playing a key role in this. The ACHES project supports implementation of this strategy through the provision of refueling infrastructure which is identified within the strategy as a key requirement.

7. MANAGEMENT OF RISK

A risk assessment has been undertaken for this project and forms part of the project documentation. This is in line with the Aberdeen City Council Risk Management Strategy.

Measures to reduce risk are identified and ensure that any potentially negative impact on the Council are minimised as far as possible.

8. BACKGROUND PAPERS

Strategic Hydrogen Programme – EPI Report November 2013
(EPI/13/208)

Hydrogen Framework Strategy

(<http://www.hytrec.eu/Resources/Resources.aspx>)

Appendix 1: Charter HighVloCity

9. REPORT AUTHOR DETAILS

Yasa Ratnayeke

Senior Partnership, Performance and Funding Executive

yratnayeke@aberdeencity.gov.uk

Stuart Bews

External Funding & Policy Executive

stbews@aberdeencity.gov.uk

Appendix 1: Charter HighVloCity

CHARTER on establishing A European Network of Clean Hydrogen Bus Centres of Excellence

Throughout the world, 24% of CO₂ emissions are generated by transport. Since 1990, harmful emissions increased by more than x %. One fourth of the energy produced is used for transport.

Regions and Cities worldwide are therefore searching for ways to reducing CO₂ and meet EU emission reduction targets (20% by 2020 and 60% by 2050). The sense of urgency to ACT NOW is growing rapidly.

The High VLOCity Project, co-funded by EU Fuel Cell and Hydrogen Joint Undertaking, is a large scale demonstration project for fuel cell electric buses and refuelling infrastructure, in order to meet these challenges and offer sustainable solutions. It is believed that the ultimate success will depend on the level of general acceptance of the technology. Hence, the importance to learn and share information.

One of its main dissemination objectives is to create a European Network of Clean Hydrogen Bus Centres of Excellence, initiated at the three operator's sites (De Lijn, Flanders ; Riviera Trasporti, Imperia and Aberdeen Scotland) but intended to be a point of reference on the deployment and operation of fuel cell buses in public transport and to reach out to the regions, to bus operators, to students as well as to the general public. The Centres of Excellence will be key in linking new sites to the existing ones, thus creating a knowledge based exchange network between all the stakeholders, including data and information on :

Best practice in FC bus integration in bus fleets, data assessment (fuel consumption, emission savings), safety guidelines, workshop equipment, hydrogen production and distribution, bus refuelling, bus maintenance, training guidelines, authorization procedures etc.

On a policy level, topics such as effective tax and market incentives, rulemaking proposals, financing schemes etc. will be of interest.

By using modern media technology, the Network of Clean Hydrogen Centres of Excellence will contribute to sharing knowledge online and interact with the stakeholders within the High VLOCity project objectives.

The Centres of Excellence will be open to any and all stakeholders as well as to companies and the general public who, by registering and accepting the general objectives of this Charter, agree to share information and to use it in the best interest of future clean public transport.

The co-signatories hereunder pledge to use their best effort to contribute to the objectives of the Centres of Excellence contained herein and to promote its values whenever possible.

Signed :
R, 17 January 2014

Riviera Trasport SpA

Vlaamse Vervoermaatschappij - De Lijn

Aberdeen City Council

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 st January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Energy Cities Annual Rendezvous 2014 & 2015 and North Sea Commission Conference
REPORT NUMBER:	EPI/14/001

1. PURPOSE OF REPORT

This report seeks approval for the attendance of the Lord Provost's and three Officers at a Mayors Meeting on the subject of 'Development of new EU project cooperation within the European World Energy Cities', 4th to 5th February 2014 in Esbjerg, Denmark.

The report requests approval for a delegation consisting of, Council Leader, Director of EP&I and 2 Officers, from Aberdeen City Council to attend the Energy Cities' Annual Rendezvous, 23rd to 25th April 2014 in Riga, Latvia and to nominate Council Leader, Barney Crockett, to the Executive Committee of Energy Cities.

Further to Committee Report EPI/13/019 from the 21st May 2013 Aberdeen has been successful in its bid to host the Energy Cities Annual Rendezvous in 2015.

The report seeks approval for 2 Officers and Council Leader to attend the North Sea Commission 25th Anniversary Conference in Aalborg, 12th to 14th March 2014.

2. RECOMMENDATION(S)

That the committee:

1. Approves the travel and visit of the Lord Provost and 3 Officers to attend the Mayors Meeting in Esbjerg, South Denmark which is organised by World Energy Cities.
2. Approves the travel for an Aberdeen City Council delegation to attend the Energy Cities Annual Rendezvous, Riga, Latvia to represent the City and attend relevant parallel meetings, conferences, events, and to gain knowledge for the conference layout for the event in Aberdeen 2015.

3. Approves the request to nominate Aberdeen City Council Leader to the Executive Committee of Energy Cities.
4. Note the success of Aberdeen City Council in its bid to host the Annual Rendezvous in the city in 2015.
5. Approves the travel for 2 Officers and Council Leader to Aalborg for the North Sea Commission Conference.

3. FINANCIAL IMPLICATIONS

- Costs for the Lord Provost and 3 Officers attendance at the Mayors Meeting, Esbjerg will be met from the current service travel budget. Approximate costs are £2,700.
- Costs for the elected member and officers attending various meetings of the Energy Cities Annual Rendezvous 2014 will be met from this year's financial travel budget. Approximate costs are £3,000.
- Funding is required to cover the cost of meeting rooms, technical equipment, hospitality and meals, equipment for interpretation as well as management of local transports and site visits (if appropriate) during the Annual Rendezvous in 2015. Anticipated costs are expected to be from £130,000 to £167,000. This will be met from service budgets.
- Costs for Council Leader and 2 Officers attendance at North Sea Commission Conference will be met from the current service travel budget. Approximate costs are £1,800.

4. OTHER IMPLICATIONS

Travel

As far as possible, measures relevant to the destination will be taken to reduce any risks in line with Council Policy.

Risk Management

It is important that Aberdeen is fully represented in all European matters, especially those dealing with energy issues, and all opportunities for influencing policy and the development of transnational projects for the City's benefit are grasped in order that opportunities are maximised. This level of participation will help increase the understanding of the new programmes and will assist in developing the capacity to successfully develop new projects and work with other European cities that will benefit Aberdeen City.

Human Rights/Equality/Diversity

European Policy takes full account of the Equal Opportunities Policy of the Council.

Sustainability

Aberdeen City Council has a clear contribution to make to sustainable development with an emphasis on enhancing 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 Aberdeen City Council 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. Attendance at this event will help ensure Aberdeen promotes awareness as an internationally recognised energy efficiency hub and pool for generating innovative solutions.

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.

Economic

European representation and inter-regional networking contributes to the City's overall effort to maximise opportunities and to promote its interests, both at home and overseas with the aim of creating sustainable economy and energy efficiency environment.

5. BACKGROUND/MAIN ISSUES

5.1 Meeting in Esbjerg, Denmark, 4th to 5th February 2014, World Energy Cities

The Lord Provost has been invited to attend the Mayors Meeting on the topic of 'Development of new EU Project Cooperation within the European World Energy Cities'. The meeting takes place the between the 4th and 5th February and also in attendance will be the Mayors of Stavanger and Esbjerg. Three Officers from Aberdeen City Council will attend with the Lord Provost as parallel project meetings will be taking place and it is essential the Council is represented at these meetings.

A diverse programme has been arranged for the participants including the following activities;

- Site visit to the Port of Esbjerg
- Blue Water Shipping Headquarters

-SE Energy's passive home and headquarters who will present on their vision of smart grid and energy savings

The purpose of the meeting and visit in Esbjerg, is to also identify projects and potential partners for Horizon 2020 proposals and calls. Confirmed ideas are currently Climate Action in Industry as well as Energy such as demand response in block buildings, consumer engagement for sustainable energy and distribution grid and retail market to name but a few. The visit will allow participants at the Mayors Meeting to exchange ideas, identify projects and partners and potentially work together for a joint bid to Horizon 2020.

5.2 Energy Cities' Annual Rendezvous, 23rd to 25th April 2014, Riga, Latvia

It is proposed the Council Leader, accompanied by three Aberdeen City Council Officers, including the Director of Enterprise, Planning & Infrastructure, attend the Energy Cities' Annual Rendezvous, Riga, 23rd to 25th April 2014.

The purpose of the annual rendezvous is to look at worldwide common challenges and the effective ways in which to quickly shift and efficiency use decentralised and sustainable energies. The meetings and conferences offer members a possibility to hear about highly topical issues, good experience of other cities and have interesting discussions with others working with the same issues and deepen relationships with other cities. The conference will do the following:

- explore successful strategies of local leaders to exchange best practice and knowledge
- host various interactive sessions to build bridges between the pieces of the energy transition puzzle
- provide an opportunity for professionals of various fields and political levels to network internationally and share insights on building, transport, cultural and financial issues.
- discuss how to ensure high quality of life maintained and innovative city planning
- identify projects and partners for Horizon 2020 calls

Participation of Aberdeen City Council is essential at the conference in order to share new practices and knowledge, and enlarge our European networks with other local authorities to find new partners to work with for the implementation of joint projects. It also allows Aberdeen to continue to be involved in projects supported by the European Commission and disseminate information on Aberdeen City on an international scale, ensuring Aberdeen maintains and promotes its international recognition as an energy efficient hub.

Additionally, our opinion on future policy directions on EU level can be used to influence policy development and decision making.

The conference will be used as a tool for Aberdeen City Council Officers to meet with and discuss with potential partners calls for Horizon 2020 to advance current and future projects within the local authorities involved and ensure Aberdeen remains at the forefront of research and innovation continuing to make us the internationally recognised energy and sustainability hub.

5.3 Nomination of Council Leader to Executive Committee of Energy Cities

To ensure Aberdeen's influence and demonstrate our seriousness in working with Energy Cities, we seek approval to nominate Aberdeen City Council Leader, Barney Crockett, to sit on the Executive Committee of Energy Cities.

Sitting on the Executive Committee will raise Aberdeen's international profile and a good channel to disseminate our own experience in energy efficiency and sustainability.

Energy Cities is the European Association of local authorities in energy transition, from 2013 to 2015; Energy Cities is currently under the Presidency of the City of Heidelberg with a board of directors from 11 European Cities. The association created in 1990 represents now more than 1,000 towns and cities in 30 countries. The offices of the Energy Cities are situated in Brussels and Besancon in France. Its main objectives are:

- To strengthen its members role and skills in the field of sustainable energy.
- To represent its members interests and influence policies and proposals made by European Union institutions in the fields of energy, environmental protection and urban policy.
- To develop and promote its members initiatives through exchange of experiences, the transfer of know-how and the implementation of joint projects.

5.4 Annual Rendezvous Energy Cities, Aberdeen, April 2015

Aberdeen City Council has been informed that the Board of Directors of Energy Cities unanimously accepted Aberdeen's proposal to host the Energy Cities' Annual Rendezvous in 2015. This will provide the opportunity to build and develop future partnerships for promoting and influencing current and future policy and the development of projects. This conference will attract over 400 EU visitors to Aberdeen, providing the opportunity to promote Aberdeen City as a destination to work with and visit.

It is expected the contribution requested from the hosting local authority is to cover local expenditures corresponding to the meeting venue(s), technical equipment for presentations, hospitality and meals, equipment for interpretation and local transport and site visits. Anticipated costs are expected to be from £130,000 to £167,000. This will be met from service budgets.

5.5 North Sea Commission Conference

North Sea Commission was founded in 1989 and to celebrate its 25th Anniversary a conference is being arranged to discuss and plan their future work and direction. This coincides with the launch of the new EU Funding Programmes, such as Interreg North Sea Region and Horizon 2020.

During the conference there will be parallel workshops to discuss thematic work streams. Aberdeen City Council participates in the economic development and sustainable development working groups. The Council Leader is the Vice Chair of the North Sea Commission Economic Development working group.

The 2014 Joint Annual Conference of the North Sea Conference and the Interreg North Sea Region Programme will be held in Aberdeen in June. During the 25th Anniversary North Sea Commission Conference in Aalborg, the conference steering group, of which Aberdeen City Council is a part of, shall be meeting to finalise the programme for the June conference.

5.6 Horizon 2020

Horizon 2020 is Europe's biggest Research and Innovation programme which provides nearly 80 billion Euros of funding over the next seven years, 2014 to 2020. This is a financial instrument to implement the 'Innovation Union' of Europe's 2020 flagship initiative to secure Europe's global competitiveness.

The funding is aimed at research and innovation to invest in Europe's future for a sustainable, smart and inclusive growth. The goal is to ensure Europe produces world-class science, removing barriers to innovation and make it easier for the public and private sectors to work together.

The meetings and conferences which have been discussed in this report are essential tools for Aberdeen City Council to identify projects and European partners in order to apply for funding from Horizon 2020. This will ensure Aberdeen's future as an innovative, forward-looking city investing in the city for its citizens and future generations and meeting Europe 2020 initiatives.

6. IMPACT

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

7. MANAGEMENT OF RISK

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

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

8. BACKGROUND PAPERS

Appendix 1: Draft Programme Mayors Meeting, Esbjerg

9. REPORT AUTHOR DETAILS

Yasa Ratnayeke
Senior Partnerships, Performance & Funding Officer
yratnayeke@aberdeencity.gov.uk
01224 523807

Amye Robinson
External Funding & Policy Executive
ARobinson@aberdeencity.gov.uk
01224 523197

Appendix 1: Draft Programme Mayors Meeting, Esbjerg

Development of new EU project cooperation within the European World Energy Cities.

Practitioners meeting the 4th of February

Time	Activity	Place
09:00	Welcome to all practitioners and introduction to the program – by Brussels partners	City hall of Esbjerg
09:15	Presentation of the participants	Esbjerg City Hall
09:30 – 12:00	Three parallel project development workshops on areas of mutual interest: <ul style="list-style-type: none"> • Workshop 1: Skills for the offshore energy sector (Morten Basse/Offshoreenergy.dk, Aberdeen City Council?, Stavanger?) • Workshop 2: Secure, clean and efficient energy (Preben Hildebrandt/SE, Lyse, Aberdeen?) • Workshop 3: Health, Demographic Change and Wellbeing (Søren Røn/Next Step Citizen, Lyse, Aberdeen?) • Workshop 4: Municipal project developers 	Esbjerg City Hall
12:00-13:00	Short feedback to all from the three workshops plus Q and A between the workshops	Esbjerg City Hall
13:00-13:30	Off to lunch	Port of Esbjerg

Political meetings the 4th of February

Time	Activity	Place
10:45	Arrival of Ms Christine Sagen Helgo, Mayor of Stavanger	Esbjerg Airport
11:15 – 12:45	Bilateral meeting between Ms Christine Sagen Helgo and Mr Johnny Søtrup	Esbjerg City Hall
12:55	Arrival of Mr George Adam, Lord Provost of Aberdeen	Esbjerg Airport
13:30 – 15:00	Joint working lunch. Introduction to the programme Brief presentation of project development workshop outcome	Hotel Jerting – see more
15:00 – 16:00	Site visit to the Port of Esbjerg with a presentation by Port Director Ole English	Port of Esbjerg
16:00 – 16:45	Site visit to Blue Water Shipping's headquarter with a presentation by former CEO and BWS founder Kurt Skov.	Port of Esbjerg
17:00 – 18:30	Site visit to SE Energy's passive house plus standard headquarter. CEO Niels Duedahl will present SE's visions on smart grid and energy savings	SE Headquarter
18:30	Check-in at hotel	
19:15	Joint dinner/ Return Flights	Restaurant Gammel Havn – see more (only in Danish)

Political meetings the 5th of February

Time	Activity	Place
	Return Flights	Esbjerg Airport

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning and Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Flood Risk Management (Scotland) Act 2009 - Progress Report
REPORT NUMBER	EPI/13/245

1.0 PURPOSE OF REPORT

To update the Committee on progress with the Flood Risk Management Plan (FRMP) and the Integrated Catchment Study (ICS) and to reference specific flood protection and drainage initiatives identified for Aberdeen City.

2.0 RECOMMENDATION(S)

It is recommended that the Committee:-

Notes:

- 2.1 The content of the report.
- 2.2 That ultimate responsibility for avoiding or managing flood risk still lies with land and property owners
- 2.3 The key outputs which underpin the approach to Flood Risk Management
- 2.4 That local authorities and Scottish Water have a joint responsibility for surface water drainage which can be difficult to unravel.

Approves:

- 2.5 The proposed flood protection scheme for the Denburn.
- 2.6 The establishment of an additional Engineer post to assist with flooding and drainage duties.

3.0 FINANCIAL IMPLICATIONS

The publication of the FRMP (Flood Risk Management Plan) in 2015/16 will create some budget pressures from 2016 onwards.

Grant funding from the Scottish Government is unlikely to be available to Aberdeen City Council (ACC) for at least the first 6 year cycle (2015-21) of the FRMP and therefore actions listed in the Plan will require to be funded from Council budgets and developer contributions (planning gain). There is also the possibility of marketing surface water capacity in regional SUDS (Sustainable Urban Drainage Systems) to developers. Discussions are ongoing with SEPA, Planning and Legal to assess the practicalities of this option. Regional SUDS would be managed and maintained by ACC as part of the integrated drainage network.

Scottish Water is funded through the sewerage charges element of the Council Tax to adopt shared public SUDS systems, there is a danger that local authorities could drift towards a situation where they assume at least part of this responsibility without commensurable funding.

The additional engineer post will be funded from the roads revenue budget. A sum of £210,000 had been identified in the revenue budget to pay ACC's share of the ICS. Approximately £70,000 of the total £500,000 contribution will remain to be paid in financial year 2014/15. It is proposed that the additional engineer post is funded from the residual of the identified sum. The full year impact of the post will be £44,700 (min) – £51,100 (max)

4.0 OTHER IMPLICATIONS

There are opportunities within Aberdeen City to develop flood protection schemes that serve a dual purpose as regional SUDS. These schemes could be built by ACC, on land owned by the Council and 'space' made available either through planning agreements or as commercial agreements, between the Council and developers.

There is also the possibility of developers constructing SUDS/flood protection measures which benefit the City generally but are contained within the footprint of their development. These schemes could be adopted by ACC.

Although publication of the Local Flood Risk Management Plan is some time off (2015/16), there is no reason why ACC should not progress flood protection measures now – especially where these measures fit the key outputs established by the Scottish Government for sustainable flood management. A scheme has been developed for the Denburn. The scheme will provide up to the 1 in 200 year protection level from

fluvial flooding to properties in the Queens Cross/Fountainhall and Mackie Place/Jacks Brae areas. The cost of constructing the scheme is estimated at between £50 -£100k and will be funded from developer contributions.

At present Scottish Water (SW) is responsible for the adoption of SUDS systems, the exception are those which service roads drainage only and are the responsibility of the local roads authority. An initiative by SW and supported by SEPA (Scottish Environmental Protection Agency) is calling on the Scottish Government to urgently review this situation, with, it may be supposed a view to relieving SW of at least some of its responsibility to adopt. This has the potential to create uncertainty regarding the future of SUDS systems and may leave local authorities with additional responsibilities and costs which will not be budgeted for. A working group has been set up within Society of Chief Officers of Transportation in Scotland (SCOTS) to review the situation and advise COSLA. If some of Scottish Waters obligations are to be transferred to local authorities then there would be funding issues. – at present Scottish Water is funded through the sewerage charges element of the Council Tax to adopt SUDS.

5.0 BACKGROUND/MAIN ISSUES

Flooding is a natural process which cannot be prevented entirely, but it can be managed to reduce its social and economic consequences and to safeguard the continued functioning of services and infrastructure. Some locations are already susceptible to intermittent flooding and climate change is expected to worsen the situation. Inadequate drainage infrastructure also increases the risk of flooding.

The Flood Risk Management (Scotland) Act 2009 set in place a statutory framework for delivering a sustainable and risk-based approach to managing flooding. This includes the preparation of assessments of the likelihood and impacts of flooding, and catchment focused plans to address these impacts. By 2015/16 flood risk management plans will be in place across Scotland.

The Scottish Government set out five outcomes in *Delivering Sustainable Flood Risk Management* (June 2011). These outcomes underpin the new approach to Flood Risk Management and are:

- 5.1 A reduction in the number of people, homes and properties at risk from flooding as a result of public funds being invested in actions that protect the most vulnerable and those areas at greatest risk of flooding;
- 5.2 Rural and urban landscapes with space to store surface water and slow down the progress of floods;

- 5.3 Integrated drainage that decreases burdens on our sewer system while also delivering reduced flood risk and improved water environment.
- 5.4 A well informed public who understand flood risk and adopt actions to protect themselves, their property, or their businesses, and;
- 5.5 Flood management actions undertaken that will stand the test of time and be adaptable to future changes in the climate.

Although ultimate responsibility for avoiding or managing flood risk still lies with land and property owners, certain public bodies are expected to take a proactive role in managing and, where achievable, lowering overall flood risk. The Flood Risk Management (Scotland) Act 2009 places a duty on Scottish Ministers, SEPA, local authorities, Scottish Water and other responsible authorities to exercise their functions with a view to managing and reducing flood risk and to promote sustainable flood risk management.

Aberdeen City Council has a statutory duty to work in partnership with the North East Local Plan District (NELPD), SEPA, SW and other responsible authorities to develop a Local Plan for Flood Risk Management – the North East Local Flood Risk Management Plan (NELFRMP)

The NELPD includes Aberdeen City, Aberdeenshire, and Moray Councils, Scottish Water and SEPA. The lead authority for the NELPD is Aberdeenshire. There is both officer and elected member representation on the LPD with one elected member for each authority. The final draft of the Plan will require the approval of each member authority, separately. In the case of Aberdeen City it will be presented to Committee for approval.

Once approved the Plan will list those actions expected to be advanced in the period 2015-21. The Plan will then be revised on a six yearly cycle. Once the list is published there will be a public expectation for action and pressure to take forward the short listed projects. Appendix A gives a flavour of the possible flood protection actions which could appear in the plan. The list has not been discussed with our partners in the LPD and is presented here for information/discussion only. It should be noted that the list includes locations where residential or non-residential properties are at risk – flooding of agricultural land or public parkland will not be addressed through this process unless it benefits the overall flood management strategy – it is more likely that consideration will be given (as per the Scottish Government criteria) to allowing increased (planned) flooding of these areas, where it can reduce the flooding of homes, buildings and businesses.

Major schemes (construction cost estimated in excess of £2.0M and a benefit to cost ratio of 1 or better) with high priority may be eligible for 80% grant funding. At present COSLA has responsibility for distributing

the annual capital grant of £42M for flood protection works. It is understood that the grant is already largely committed for the spending period 2015-21. It is therefore most likely that the Council will require to fund projects from existing Council budgets, with possible contributions from developers taking forward new developments.

Because of the complexity of the integrated catchment in Aberdeen, where the interactive effects of river, surface water, coastal and sewer flooding can be significant, it was considered necessary to commission an integrated catchment study. The project is led by Scottish Water and jointly funded by SW, ACC and Aberdeenshire. The project involves surveying sewers and watercourses, measuring flows and rainfalls and building a computer model of the integrated catchment. The completed model will allow predictions to be made about flooding events but will also serve as a tool for assessing the future needs of the integrated drainage and sewer network. It was intended that the study would be completed in time to inform the NELFRMP prior to publication in 2015/16, and although this is still the aim, delays in commissioning some elements of the work could prevent this happening.

The model will be used to inform the location of flood protection schemes and measures as well as to identify the best locations for regional SUDS schemes.

The Water Environment (Controlled Activities) (Scotland) Regulations 2005 require all surface water from new development to be treated by a sustainable drainage system (SUDS) before it is discharged into the water environment, except for single houses or where the discharge will be into coastal water. The aim of SUDS is to mimic natural drainage, encourage infiltration and attenuate both hydraulic and pollutant impacts to minimal adverse impacts on people and the environment. Surface water drainage measures proposed as part of a planning application should have a neutral or better effect on the risk of flooding both on and off the site. Where flooding is an issue, SUDS should be designed to mitigate the adverse effects of a storm inflow into the watercourse or sewer.

Local development plans incorporate the legal requirement for SUDS, promote a coordinated approach to SUDS between new developments and set out expectations in relation to the long term maintenance of SUDS. The local development plan would be used to promote the principle of 'regional' SUDS. The general expectation is that Scottish Water should adopt shared public SUDS, however with a handful of exceptions this has not happened. The usual reason given by SW for not adopting a system is that it does not comply with their specification 'Sewers for Scotland'. Scottish Water with SEPA support is now lobbying the Scottish Government for an urgent review of SUDS, creating uncertainty over responsibility for their maintenance. Also of concern is the lack of a national or local register of SUDS schemes, with the possibility that many are forgotten about until such time as

maintenance issues arise. Although the development of regional SUDS planned and managed by the local authority could not replace the existing SUDS arrangements (certainly in the short to medium term), if developed thoughtfully it would allow a degree of management to be exerted over this important element of the integrated drainage network.

Regional SUDS would be designed to create enhanced capacity within the integrated drainage network. Areas of land would be identified as suitable to act as flood plain and engineered to store water at times of intensive rainfall. At present developers are required to design SUDS for a 1 in 30 year return period, plus additional storage up to the 1 in 200 year return period, if the development is within a flood risk area (which a present includes most of Aberdeen). Initially regional SUDS could be designed to accommodate the difference between the 1 in 30 year rainfall event and the 1 in 200 year event. The developer would benefit by requiring less land take within the development for SUDS infrastructure and from the reduced cost of engineering works. Aberdeen City Council would benefit from greater control over the SUDS and drainage infrastructure and also the flood risk management process. Occasional flooding of public open space would occur, but this needs to be offset against the reduced flood risk to homes, buildings and businesses

In 2012 there were three flooding events in the Queens Cross/Fountainhall Road area. A major factor was the Denburn overflowing onto Beaconsfield Lane and Fountainhall Road. As an interim measure a wall of sandbags has been erected along the Denburn at Beaconsfield Lane. In addition feasibility work has identified an area of Council owned park land/open space at Stronsay Drive/Kings Gate as suitable to operate as a detention pond – holding back a large quantity of water at times of exceptional rainfall and preventing flooding downstream. The proposal is to use an area of existing flood plain but allow it to flood to a greater depth. This would be an occasional and short term (several hours) event (it would have happened twice in 2012, but not at all in 2013). Normal flow would be allowed to pass under Kingsgate - higher flows would be restricted. There wouldn't be any new works other than a penstock chamber at the Kingsgate culvert to control flow, possibly some fencing and upgrading of paths.

This detention pond is also suitable to operate as a regional SUDS scheme and developer contributions have been identified as appropriate to fund the scheme. The proposed scheme fits well with the Scottish Government criteria listed. The scheme does not need planning permission, nor is a flood protection order considered appropriate. A CAR (Controlled Activities Regulations) Licence is required from SEPA for engineering work in the Denburn. The scheme would serve as a pilot for future schemes. A location plan is included in Appendix B.

6.0 IMPACT

There will be public reaction to the Plan, both from those who will be expecting flood protection measures to be completed in the first six year cycle and from those disappointed that they have to wait until at least the next cycle.

Some opposition can be expected to the Denburn scheme and other similar schemes.

7.0 MANAGEMENT OF RISK

The list of actions in the FRMP needs to be realistic and deliverable, which may mean that some issues are left and not addressed until later cycles of the Plan.

The Flood Risk Management Act requires the Council to advance projects on the agreed list before addressing new projects. Projects in the first 6 year cycle will need to be funded from Council budgets, developer contributions or if viable by selling surface water capacity in council developed and managed regional SUDS systems.

The workload generated by the Flood Risk Management Act is considerable and will increase over the next few years. There is also a substantial workload associated with drainage issues, which will also increase substantially if regional SUDS are successful. At present one engineer (G14) and one principal technical officer (G13) are allocated to these duties. To allow the service to meet these demands it is assessed that the establishment should be increased with the addition of a second engineer (G14), and that the staffing situation should be monitored with the expectation that future additions to the team will be required.

COSLA should be made aware of the funding implications associated with any change to responsibility for shared public SUDS.

A local public meeting will be held to explain the Denburn scheme and to listen to concerns.

8.0 BACKGROUND PAPERS

New Flood Regulations – Flood Risk Management (Scotland) Act 2009 – Report to the EP&I Committee 15 March 2011

Flood Risk Management (Scotland) Act – Implementation Progress Report – Report to the EP&I Committee, 13 September 2011

City Wide Flooding Issues – Report to the EP&I Committee, 6 November 2012 **Flood Risk Management (Scotland) Act 2009 -**

Delegation of Decision Making Powers to Council Officers – Report to EP&I Committee, 29 August 2013.

Local Plan Districts and Potentially Vulnerable Areas, 6 North East - http://apps.sepa.org.uk/nfra/lpd/pdf/lpd_06.pdf

Flood Risk Management in Scotland, Arrangements for 2012-16 - http://www.sepa.org.uk/flooding/flooding_publications.aspx

9.0 REPORT AUTHOR DETAILS

Alan Robertson
Structures, Flooding and Coastal Engineering Manager
alanr@aberdeencity.gov.uk
01224 (53)8072

Appendix A

(List of Possible Flood Protection Actions)

The Following list is based upon known flooding hotspots – The five PVA's for Aberdeen are also included at the end of the list
The PVA information gives the total (actual experienced flooding plus predicted from the National Flood Risk Assessment (under review)).

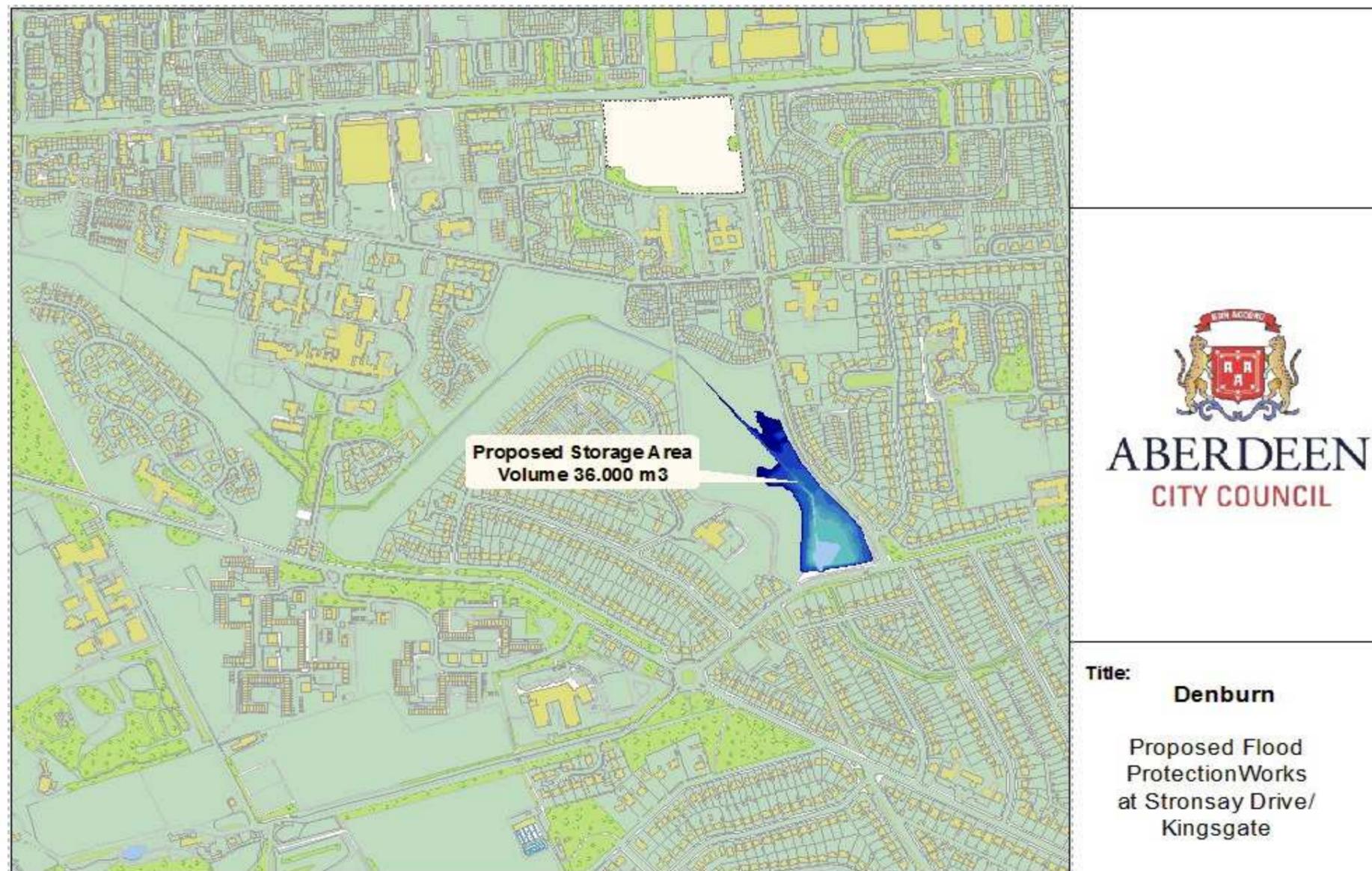
Priority	Location	Ward	Type of Flooding	Actual or Predicted	Properties Affected	Located Within PVA?	Responsible Authority	Has solution been identified	Suitable for Use as Regional SUDS ?
1	The Merchant Quarter	George Street/Harbour	Sewer and Surface Water	Actual	Non -residential – 6 No	Yes 06/18	Scottish Water (lead)+ ACC	Only partial solution with floodguards	No
2	Queens Cross/Fountainhall	Hazlehead, Ashley, Queens Cross	River and Surface Water	Actual	Residential– 4 No	Yes 06/18	ACC (lead) + Scottish Water	Yes – creation of detention pond + additional road drainage	Yes
3	Culter Mill/The Paddock	Lower Deeside	River	Actual	Residential – 10 No.	Yes 06/19	ACC	No – interim solution may be floodguards.	Possibly
4	Braeside/Deeside Gardens	Airyhall, Broomside, Garthdee	River	Actual	Residential – 2 No.	Yes 06/18	ACC (Lead) + Scottish Water	Yes but need co-operation from Scottish Water	Possibly
5	North Deeside Road at Murtle	Lower Deeside	River	Actual	Residential – 2 No	Yes 06/18	ACC	No – needs investigation	Possibly
6	Langstracht/Summerhill		River	Actual	Residential – 10 Non-Residential -3	Yes 06/18	ACC (Lead) +Scottish Water	Yes – but needs considerable investigation and investment	No
7	Fassiefern Avenue	Bridge of Don	River	Actual	Residential – 2 No	Yes 06/16	ACC	Yes but needs considerable investigation and investment	Yes – major development in the area which will benefit from regional SUDS.
8	North Deeside Road/St Devenicks	Lower Deeside	River	Actual	Residential -2, Non-residential -1	Yes 06/18	ACC	Possible solution – detention pond	Yes
9	Bridge Of Don Barracks	Bridge of Don	River	Actual	Commercial - 1	Yes 06/15	ACC	As per Fassiefern above	Yes
10	Leggart	Kincorth, Nigg and Cove	River	Actual	Residential -1	Yes 06/18	Scottish Water/ACC	No	No
11	Abbotshall Gardens	Lower Deeside	River	Actual	Residential -1	Yes 06/18	ACC	Partial – but exiting drainage system needs to be upgraded.	No
12	East Tullos Industrial Estate	Kincorth, Nigg and Cove	River and Surface Water	Actual	Non-residential - 2	No	ACC	No	Possible
	Aberdeen City – totals for potentially vulnerable areas.								
13	Potentially Vulnerable Area 06/15	Dyce, Bucksburn, Danestone. Bridge of Don. Tillydone, Seaton, Old Aberdeen. Hilton, Woodside, Stockethill. Northfield Mastrick North	River and Surface Water	Actual + Predicted	Residential 475, Non – residential 55	Yes	ACC +Scottish Water		Possible
14	Potentially Vulnerable Area 06/16	Bridge of Don	River, Surface Water and Coastal	Actual + Predicted	Residential 7, Non-residential 2	Yes	ACC +Scottish Water		Possible
15	Potentially Vulnerable Area 06/17	Kingswells, Sheddocksley, Summerhill. Lower Deeside	River +Surface Water	Actual + Predicted	Residential 42, Non-residential 4	Yes	ACC +Scottish Water		
16	Potentially Vulnerable Area 06/18	All wards except Bridge of Don , Dyce Bucksburn and Daneston	River + Surface Water	Actual + Predicted	Residential 641, Non-residential 278	Yes	ACC +Scottish Water		Possible

17	Potentially Vulnerable Area 06/19	Lower Deeside	Coastal River +Surface Water	Actual Predicted +	Residential 184, residential 2 Non-	Yes	ACC +Scottish Water		Possible
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Appendix B

Denburn Flood Protection Scheme

Proposed Detention Pond at Stronsay Drive/Kingsgate



ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Aberdeen Local Development Plan – Development Plan Scheme 2014
REPORT NUMBER:	EPI/13/219

1. PURPOSE OF REPORT

1.1 This report presents the second Development Plan Scheme for the next Aberdeen Local Development Plan. The Development Plan Scheme is a requirement of the Planning etc. (Scotland) Act 2006 and must be reviewed annually and submitted to Scottish Ministers. It sets out a detailed timetable and programme for the preparation and adoption of the Local Development Plan. This report seeks approval of the Development Plan Scheme 2014 which must then be published (including electronically), sent to Scottish Ministers and placed in public libraries in accordance with the Act. In addition, it would be beneficial to inform, the key agencies.

2. RECOMMENDATION(S)

2.1 That the Committee approve:

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

3. FINANCIAL IMPLICATIONS

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

4. SERVICE & COMMUNITY IMPACT

4.1 The Local Development Plan and associated Development Plan Scheme contribute 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, improving access to affordable housing in the private sectors by working with developers to maximize the effective use of developer contributions

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

5 OTHER IMPLICATIONS

5.1 Preparing a Local Development Plan Scheme is a requirement of the Planning etc. (Scotland) Act 2006 and it must be produced annually and submitted to Scottish Ministers.

6 REPORT

6.1 Section 20B of the Planning etc. (Scotland) Act 2006 (the Act) requires each planning authority to prepare a development plan scheme at least annually. The scheme sets out the authority's programme for preparing and reviewing their Local Development Plan and what is likely to be involved at each stage. The scheme must include a participation statement stating when, how, and with whom consultation on the plan will take place and the authority's proposals for public involvement in the plan preparation process.

6.2 The Act requires Local Development Plans to be updated at least every 5 years. In order for us to ensure this can happen, the Council will need to begin reviewing the Aberdeen Local Development Plan this year. At the same time, the Strategic Development Plan Authority are progressing a new Strategic Development Plan (SDP) and the next Local Development Plan will need to comply with the new SDP. This Local Development Plan Scheme sets a timetable to ensure that the next Local Development Plan is reviewed in time and that it can comply with the new SDP which is scheduled to be approved in June 2014.

6.3 In relation to the Act, Regulation 24 requires development plan schemes to contain a timetable, specifying the month the authority proposes to publish its next Main Issues Report and Proposed Plan and to submit the plan to Scottish Ministers. After adopting the scheme, the Act requires the authority to publish it (including electronically), send two copies to Scottish Ministers and place copies in public libraries. There is no requirement to consult on the content of development plan schemes. It would be beneficial however to send it to, or inform, the key agencies.

7 REPORT AUTHOR DETAILS

Louise MacSween
Planner
lmacsween@aberdeencity.gov.uk
01224 523326

8 BACKGROUND PAPERS

- The Planning etc (Scotland) Act 2006
www.ospi.gov.uk/legislation/scotland/acts2006/pdf/asp_20060017_en.pdf
- Town and Country Planning (Development Planning) (Scotland) Regulations 2008

http://www.opsi.gov.uk/legislation/scotland/ssi2008/ssi_20080426_en_1

• Circular 1/2009 Development Planning Circular February 2009

<http://www.scotland.gov.uk/Publications/2009/02/13153723/0>

9 APPENDICES

Appendix I – Local Development Plan Scheme

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Aberdeen City Council

Aberdeen Local Development Scheme (2016): January 2014

Introduction

The Planning etc. (Scotland) Act 2006 requires all Councils to prepare a Development Plan Scheme at least annually. This Development Plan Scheme sets out Aberdeen City Council's programme for preparing the new Aberdeen Local Development Plan (2016). This is the second Local Development Plan Scheme for the new Aberdeen Local Development Plan (2016).

This document provides information on the following issues;

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

What Development Plans do we have now?

The Development Plan system in Aberdeen consists of two core statutory documents:

- The Aberdeen City and Shire Structure Plan (2009) - the Structure Plan will be replaced by the Aberdeen City and Shire Strategic Development Plan (SDP) which is currently in preparation;
- The Aberdeen Local Development Plan (2012) – this will be replaced by the new Aberdeen Local Development Plan (2016).

Why we need to prepare a new Local Development Plan

Planning Authorities are required to keep under review the Plans that they prepare.

As the Strategic Development Plan Authority (SDPA) are progressing a new Strategic Development Plan, it is important that our Local Development Plan is brought up to date as soon as possible to become in line with this emerging Plan.

The emerging Strategic Development Plan specifies how land will be used up to 2035 to make sure there is a continuous supply of development land. Putting the new Strategic Development Plan into practice will be achieved through new Local Development Plans within Aberdeen City and Aberdeenshire. As such, we intend to replace the Aberdeen Local Development Plan 2012 (which complies with the current Structure Plan) with the new Aberdeen Local Development Plan (2016) which will comply with the new Strategic Development Plan.

Preparing the Aberdeen Local Development Plan (2016)

This Development Plan Scheme sets out a number of stages in preparing the new Aberdeen Local Development Plan.

Stage 1 – Publishing the Development Plan Scheme – (COMPLETE)

Our first Development Plan Scheme for the new Aberdeen Local Development Plan was published in January 2012 and will be replaced by this version. The Development Plan Scheme contains a Participation Statement saying when, how, and with whom consultation will take place and a timetable saying when the various stages of the emerging Aberdeen Local Development Plan will be published and submitted to Scottish Ministers.

The Planning etc. (Scotland) Act 2006 requires the adopted Development Plan Scheme to be published (including electronically), two copies to be sent to Scottish Ministers and copies to be placed in all libraries. We will also send it to, or inform, the key agencies and consultees.

Stage 2 – Preparing the Main Issues Report – (COMPLETE)

Earlier in January 2014 we published a Main Issues Report (MIR). This is a discussion document that summarises the main planning issues facing Aberdeen. It outlines the major differences in approach to the current adopted Aberdeen Local Development Plan (2012). In doing so it also takes into account the requirements of the emerging Strategic Development Plan.

The Main Issues Report links closely to the process of Strategic Environmental Assessment (SEA). All proposals (preferred and alternative) put forward in the Main Issues Report, have been environmentally appraised and a draft Environmental Report is published alongside it.

Prior to its publication we invited people to submit comments and ideas for the Main Issues Report. These comments were regarding new policy approaches for the Local Development Plan and land allocations for development. This process took place between March – June 2013.

A development options form and a sustainability checklist was used for any new sites that were suggested. All submissions were assessed against sustainability criteria and have informed the content of the Main Issues Report.

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

- Changes in the principal physical, economic, social and environmental characteristics of the area that have occurred since the preparation of the existing local development plan; and

- The impact of the policies and proposals of the existing local development plan.
- Policy and Supplementary Guidance Tables that details the main changes proposed for policy and supplementary guidance.

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

- A Development Options Assessment Report which details our assessment of the development options submitted to us.
- An Equalities and Human Rights Impact Assessment of the Main Issues Report.
- Strategic Environmental Assessment which environmentally appraises all proposals in the Main Issues Report.
- A joint Aberdeen City and Aberdeenshire Retail Study to examine the future retail potential in the region.
- 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.
- A Wind Spatial Strategy has been prepared to assess the opportunities for identifying areas suitable for wind turbine developments.

Stage 3 – Preparing and Publishing the Proposed Plan

The proposed new Aberdeen Local Development Plan will be written by the Council and will respond to matters raised at earlier engagement and participation stages. The Proposed Plan will contain a Spatial Strategy (a plan showing where we consider development should and should not go) and policies to guide the development of Aberdeen up to 2026.

Where appropriate, there will be indicative policies showing how Aberdeen may develop in the longer term up to 2035. The Proposed Plan will also include a detailed proposals map which will show land allocations (zones) where development of particular kinds (such as housing or business) will be supported in principle. It will also include a schedule of land owned by the Council which will be affected by any of the policies and proposals which are proposed.

In addition we are required to publish a proposed Action Programme alongside the proposed new Aberdeen Local Development Plan. Action Programmes should set out how we propose to implement the new Local Development Plan through:

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

The regulations do not specify particular types of action that should be included; however they are expected to include:

- The delivery of key infrastructure
- Preparation of Supplementary Guidance

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

Stage 4 - Examination of the Proposed Plan

Up to this point, we will have tried to resolve as many objections as possible. However, we cannot guarantee that the Proposed Plan will match everyone's views. At this point, assuming there are no notifiable modifications, it is likely that the Council will publish the Plan and submit it to Scottish Ministers for Examination. The Examination will be carried out by independent reporters who are appointed by the Scottish Government.

Stage 5 - Adoption of the LDP

Depending on the outcome of the Examination, this is the stage at which we would expect the emerging Aberdeen Local Development Plan to be adopted (see Participation Statement).

Development Plan Scheme Programme

STAGE 1 - Publishing the Local Development Plan Scheme – COMPLETE	TIMEFRAME
• Pre-consultation questionnaire sent out	29 October 2012
• Pre-consultation report released	November 2012
• Report Development Plan Scheme to Enterprise, Planning and Infrastructure Committee	22 January 2013
• Publish Development Plan Scheme	January/ February 2013

STAGE 2 - Preparing the Main Issues Report – COMPLETE	TIMEFRAME
• Process and assess pre-Main Issues Report comments and submissions	March to June 2013
• Draft Main Issues Report and Strategic Environmental Assessment Scoping Report	June to November 2013
• Draft Monitoring Statement	June to November 2013
• Publish Main Issues Report and issue to persons and key agencies	January 2014
• Publish Monitoring Statement	January 2014
• Send Strategic Environmental Assessment Scoping Report to consultation authorities	January 2014

STAGE 3 - Preparing and publishing the Proposed Aberdeen Local Development Plan	
• Prepare and publish updated Local Development Plan Scheme and issue to Scottish Government	January 2014
• Process representations to the Main Issues Report	March to June 2014

• Prepare Proposed Aberdeen Local Development Plan	March to October 2014
• Prepare draft Action Programme	March to October 2014
• Prepare Environmental Report	March to October 2014
• Report to Committee	November to December 2014
• Prepare and publish updated Local Development Plan Scheme and issue to Scottish Government	January 2015
• Publish Proposed Aberdeen Local Development Plan and notify to persons and key agencies	February 2015
• Publish Proposed Action Programme	February 2015
• Publish Environmental Report and send to SEA Gateway under 2004 Regulations	February 2015
• Notification of Neighbours	February 2015
• Objection and representation period	February to April 2015

STAGE 4 - Preparing for the Examination of the proposed Aberdeen Local Development Plan	
• Consider Objections to Proposed Plan and draft Environmental Report	April to September 2015
• Response to representations	September 2015
• Report of Conformity with Participation Statement	September 2015
• Submit Proposed Plan, Action Programme and Statement of Conformity with Participation Statement (as modified if relevant) with Note of Representations and how these have been taken account of to Ministers.	November 2015
• Publicise submission of plan	

<ul style="list-style-type: none"> Request Scottish Ministers to appoint an Examination of the Proposed Plan and Environmental Report Advertise Examination of Proposed Plan and serve Notice on known interested parties 	
<ul style="list-style-type: none"> Examination in Public 	November 2015 to July 2016
<ul style="list-style-type: none"> Receive the Report of Examination 	July 2016

STAGE 5 - Adoption of the Aberdeen Local Development Plan	
<ul style="list-style-type: none"> Consider recommendations and report to Committee 	August/ September 2016
<ul style="list-style-type: none"> Publish Modifications and Proposed Plan as modified. 	September 2016
<ul style="list-style-type: none"> Advertise 'intention to adopt' Notify each person who made representations of publication and intention to adopt 	September 2016
<ul style="list-style-type: none"> Notify Scottish Ministers of our intention to adopt the Aberdeen Local Development Plan 	October 2016
<ul style="list-style-type: none"> The Aberdeen Local Development Plan is constituted as the local development plan (28 days after notification to Scottish Ministers) 	November/ December 2016
<ul style="list-style-type: none"> Send two copies of the Aberdeen Local Development Plan and Environmental Report to Scottish Ministers 	November/ December 2016
<ul style="list-style-type: none"> Deposit copies of the Aberdeen Local Development Plan in libraries, notify each person who made representations and advertise it 	November/ December 2016
<ul style="list-style-type: none"> Publish Action Programme and Environmental Report Post Adoption Statement (within 3 months of adoption) 	December 2016/ January 2017

Participation Statement

Aberdeen City Council is strongly committed to encouraging interest and wide public involvement in the preparation of the new Local Development Plan. This Participation Statement explains how local communities and other stakeholders will be engaged and have the opportunity to be involved in the preparation of the new Aberdeen Local Development Plan. In line with the Planning Advice Note on Community Engagement and the National Standards on Community Engagement, Aberdeen City Council will continue to ensure that:

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

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

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

Guidance suggests that the following bodies should have the same level of involvement in the development plan process:

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

We will also involve the following groups at the same level:

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

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

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

The schedules below set out in as much detail as is known at this stage when, how and with whom we will engage, and the steps that will be taken to involve the public. It distinguishes between our statutory duties, as laid down by Scottish legislation and the additional non-statutory actions we will carry out.

The schedules will be kept up to date on the Local Development Plan webpages of the Council's website (www.aberdeencity.gov.uk/localdevelopmentplan) so that stakeholders and the public know exactly how the preparation process for the new Local Development Plan is to be conducted and what opportunities they will have to participate and engage with it.

The new Local Development Plan preparation process involves 5 stages, which we are currently at the beginning of. Engagement with stakeholders and the public is set to begin early in the first two stages.

Participation Programme

Stage 1: Publishing the Local Development Plan Scheme (COMPLETE)	
This document raises awareness and understanding of the development plan review process and how long it will take.	
STATUTORY OBLIGATIONS	NON- STATUTORY ACTIONS
<p>When the first Development Plan Scheme was approved and published, we:</p> <ul style="list-style-type: none"> • Sent it to Scottish Ministers • Made copies available in all the City's libraries and at Marischal College • Published it on our website www.aberdeencity.gov.uk <p>We will carry out the above for this Development Plan Scheme.</p>	<p>In addition to our statutory obligations, we also:</p> <ul style="list-style-type: none"> • Told other Council services about it; • Sent copies to or informed interested parties; • Emailed a newsletter about it to agencies, developers and those who have expressed an interest in the Local Development Plan. • Publicised on our website and via social media sites (Facebook and Twitter) <p>We will carry out the above for this Development Plan Scheme.</p>
Stage 2: Preparing and Publishing the Main Issues Report (COMPLETE)	
STATUTORY OBLIGATIONS	NON- STATUTORY ACTIONS
<p>In preparing the Main Issues Report, we consulted with and had regard to views expressed by:</p> <ul style="list-style-type: none"> • the key agencies, • Scottish Ministers, • Aberdeenshire Council and; • The SDPA. <p>To publicise the Main Issues Report, we published a notice in a local newspaper, setting out:</p>	<p>In addition to our statutory obligations in preparing the Main Issues Report, we are currently carrying out the following engagement activities:</p> <ul style="list-style-type: none"> • Holding meetings, drop in events and workshops with community groups, key agencies and stakeholders; • Involved other Council Services • Sent out and published online a questionnaire inviting responses and suggestions; • Ensuring that the Local Development

<ul style="list-style-type: none"> • That the document had been produced and where/when it may be viewed • A brief description of the content and purpose of the document • Details of how further information may be obtained and • A statement of how representations may be made, to whom and by when <p>We have also sent this information to:</p> <ul style="list-style-type: none"> • The key agencies • Aberdeenshire Council • The SDPA • Community Councils • Scottish Ministers <p>We have also:</p> <ul style="list-style-type: none"> • Made a copy available to inspect at Marischal College and in all public libraries • Published on the internet • Sent the report to Scottish Ministers <p>The Planning etc. (Scotland Act 2006 requires authorities to ensure that people who may want to comment on the Main Issues Report are made aware that they can do so and are given such an opportunity.</p>	<p>Plan webpages of the Council’s website continues to provide immediate access to Local Development Plan publications and allow responses to the Main Issues Report to be submitted</p> <ul style="list-style-type: none"> • Continue to use the telephone and email enquiry point allowing people to contact the Local Development Plan team; • Running participation exercises and workshops for both stakeholders and Councillors throughout the Development Plan process where display material and Local Development Plan team members will be available; • Undertaking two information stalls at Union Square and Bon Accord shopping centres to give information on the Local Development Plan process; • Further engagement with young people through school visits by members of the Local Development Plan Team <p>In addition to our statutory obligations for publicising the Report, we have also:</p> <ul style="list-style-type: none"> • Employed social media websites such as Twitter (@AberdeenLDP) and Facebook (Aberdeen Local Development Plan) as a means of publicising Local Development Plan documents and events; • Emailed a newsletter to key agencies, developers and those who have expressed an interest in the Local Development Plan updating them on the process. Newsletters are also available on the Local Development Plan pages of our website and publicised over social media. <p>Once the Main Issues Report was published, a 10 week consultation period (13 January – 24 March 2014) started for representations to be made on its content. Representation forms are available in Libraries and at all consultation meetings,</p>
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	as well as online. Regular news releases continue to be made to local media during this period to publicise the consultation events and advise people of the process.
Stage 3: Preparing and Publishing the Proposed Aberdeen Local Development Plan and Supplementary Guidance	
STATUTORY OBLIGATIONS	NON- STATUTORY ACTIONS
<p>In preparing the Proposed Plan, we are required to:</p> <ul style="list-style-type: none"> • Consult the key agencies and Scottish Ministers <p>In addition to the same minimum publicity requirements for the Main Issues Report (above), we are also required to:</p> <ul style="list-style-type: none"> • Send a copy of the Proposed Plan to/inform each key agency and Scottish Ministers • Notify any person who commented on the Main Issues Report that the Proposed Plan has been produced and send them the relevant information • Notify the owners, lessees or occupiers of sites and the owners, lessees or occupiers, within 20m, of neighbouring sites which the proposed plan specifically proposes to be developed and which would have a significant effect on the use and amenity of the site; • On the rare occasion that a Proposed Plan is republished following changes to the underlying aims or strategy of an earlier Proposed Plan, consult people who made representations on the original plan <p>Once the Proposed Plan has been</p>	<p>Once the Proposed Plan has been published, we will also:</p> <ul style="list-style-type: none"> • Inform community groups and other stakeholders; • Run drop-in events to give people the chance to meet and discuss the proposed Plan with members of the Local Development Plan Team. • Make a presentation to key agencies, stakeholders and interested groups • Hold a consultation period of 10 weeks, 4 weeks longer than the statutory minimum • Publish it on our website www.aberdeencity.gov.uk and publicise it through social media; • Email a newsletter about it to agencies, developers and those who have expressed an interest in the Local Development Plan. The Newsletter will also be available on the Local Development Plan pages of our website and publicised over social media.

published, we will hold a consultation period of at least 6 weeks to allow representations from any interested party to be made (although we intend to consult for 10 weeks).

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

In the event of an Examination, we will

- Advertise the Examination;
- Make the Examination proceedings available on the website as soon as practicable;
- Keep all interested parties informed about the Examination procedures.

Stage 5: Adoption of the Aberdeen Local Development Plan

Once the Reporter(s) has made their recommendations on the Plan, and any modifications have been made, formal adoption of the Aberdeen Local Development Plan would follow. At this stage we will make public our intention to adopt the plan following a 28 day submission period to Scottish Ministers – providing they do not wish to raise issues with the plan. At this point we are required to:

- Advertise the intention to adopt the Plan, as modified according to the Reporter's Report if appropriate, in newspapers, describing any modifications;
- Contact all interested parties and advertise the publication of the Plan to them;
- Notify those who made representations;
- Place copies of the Plan as modified in public libraries and in Marischal College.

Parallel Assessments of the Aberdeen Local Development Plan

It will be necessary to undertake a number of parallel assessments of the Aberdeen Local Development Plan both as legislative requirements and as good practice. These documents will be made available for comments and representations on our website, local libraries and at Marischal College.

Strategic Environmental Assessment

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

process and will have its own stages of consultation on a draft and final Environmental Report. A draft Environmental Report will be published for consultation alongside the Main Issues Report and provide an assessment of the impact on the environment of sites and policies within it.

Appropriate Assessment

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

Equality and Human Rights Impact Assessment

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

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	January 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Supplementary Guidance: Low and Zero Carbon Buildings
REPORT NUMBER:	EPI/13/257

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to obtain Committee approval of Supplementary Guidance for Low and Zero Carbon Buildings for adoption as Supplementary Guidance to the Local Development Plan. Some amendments have been made to the Supplementary Guidance following public consultation and details of these are contained within this report. A copy of the Supplementary Guidance for adoption is contained in Appendix 1.
- 1.2 The recommendations to this report were approved at 29 August 2013 Enterprise Planning and Infrastructure Committee. However, one response was sent to the Council within the consultation period, but not registered or given consideration. Before adopting this as Supplementary Guidance all comments must first be given due consideration and this must be re-considered by this Committee.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee approve Supplementary Guidance: Low and Zero Carbon Buildings and agree that officers undertake the statutory process for adoption of supplementary guidance.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications arising from this report. The implication for the priority-based budgeting is positive. Detailed topic-based guidance has value in reducing officer time spent on pre-application discussions, and will therefore prove beneficial in reducing costs. This relates to PBB option EPI PSD02 - Rationalise planning application management.

4. OTHER IMPLICATIONS

- 4.1 There are no known other implications arising from this report.
5. BACKGROUND/MAIN ISSUES
- 5.1 This follows up on a report to Enterprise Planning and Infrastructure Committee on 21 May 2013 requesting approval of draft Supplementary Guidance: Low and Zero Carbon Buildings for consultation. In summary the Supplementary Guidance requires a specified proportion of energy to be saved in new buildings through the use of Low and Zero Carbon generating technologies (LZCGT), for example using solar power. The Supplementary Guidance was to track the increases in the building standards, ensuring that there is an equal proportion of technologies to other measures, but not to seek savings above the overall level set for building standards. Following the latest national review in the building standards, the energy requirement review has been delayed by one year and, subject to consultation, the increased percentage requirement will be lower than planned.
- 5.2 It remains important that new buildings are built to the highest energy standards, but it is recommended that the planning policy does not press ahead of the national building standards requirements at this time as agreed by Committee. To keep the policy in line with the present standards, and ensure that it is flexible enough to take into account future changes, amendments were put forward in a Draft Supplementary Guidance for consultation. These changes would require that the percentage of LZCGT would be 50% of the saving required through the building standards energy requirements at the time when the application is granted consent.
- 5.3 The revised draft Supplementary Guidance was subject to six weeks of public consultation from 23 May to 4 July 2013. Details of the consultation were made available online. Only three representations have been received in response to this consultation from AREG, Stewart Milne Homes and Zanex GasSaver. A query about the Supplementary Guidance during the consultation period was also received through discussion on a planning application. The low number of responses is not unexpected as this was a minor amendment to guidance that has been in place since the adoption of the Aberdeen Local Development Plan and supports the Policy R7 – Low and Zero Carbon Buildings.
- 5.4 The issues raised and the recommended amendments to the Supplementary Guidance have been summarised below.
- Zanex GasSaver has suggested that passive heat flue recovery systems should be added to the list of eligible technologies. The technology captures heat lost from boilers and uses it to help generate hot water for domestic use making an efficient use and reuse of energy. Information has been submitted from Ofgem to

confirm that this is considered a low and zero carbon generating technology. **Response:** From the information submitted, this would appear an efficient and reliable technology that can be used to make reductions in energy use and this fits well with the objectives of this guidance and the recommendation is to include this technology as eligible.

- Given AREG's wish to support the installation of renewable technologies, and the Council's target for all our electricity to be renewable by 2020, AREG question the need for a buy-out option in the guidance. There are 14 carbon-reduction technologies listed - surely one would fit any site. I would enquire where the pressure to include a buy-out clause is coming from. If a buy-out clause is to be continued, it would seem that the financial level set in the existing guidance is far too low. **Response:** To-date the option of the payment has only be exercised on one occasion and given the level of the payment no use has been identified as it would be unable to deliver any improvements. This supports the comments made by AREG. It is suggested that this is not an effective policy and should be removed from the Supplementary Guidance as an option.
- Stewart Milne Homes have objected to the principle of this policy and suggested amended text for Policy R7. **Response:** Policy R7 has been subject to examination and the Reporters concluded that there was a legal requirement for a policy specifying a proportion of greenhouse gasses to be saved through the use of low and zero carbon generating technologies and that the approach adopted was reasonable. Supplementary Guidance can only provide further detail on the Local Development Plan and this change is outwith the scope of this guidance.
- Stewart Milne Homes suggest that any new policy implementation is delayed pending the findings of the Sullivan Panel. **Response:** The purpose of this revised Supplementary Guidance was to reflect the delay in the implementation of the revised Building Standards Energy Requirements and ensure flexibility going forward so as not to make increases, seeking higher savings the for the Building Standards.
- Stewart Milne Homes have evidence that suggests that decentralised combined heat and power is not viable. **Response:** It is accepted that this will not be a viable option in all cases, considering the options to provide decentralised energy or make use of the existing energy network is something that should be encouraged where it is viable.
- Stewart Milne Homes state that there is no remit in legislation to allow for cash contributions. **Response:** The option for payments has been removed although the option to make greater CO2 savings has been retained in the Supplementary Guidance.
- Through dealing with a planning application it has been identified that the calculation process needs to be clarified. **Response:** It is accepted and amendments to the calculation process have been recommended.

6. IMPACT

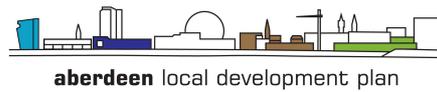
- 6.1 The Local Development Plan and associated Supplementary Guidance contribute to the following Single Outcome Priorities: 1 – We live in a Scotland that is the most attractive place for doing business in Europe; 2. We realise our full economic potential with more and better employment opportunities for our people; 10. We live in well designed, sustainable places where we are able to access the amenities and services we need; 12 – We value and enjoy our built and natural environment and protect and enhance it for future generations.
- 6.2 The Local Development Plan and associated Supplementary Guidance supports the Council’s Corporate Plan, in particular the aim of delivering high levels of design from all development, maintaining an up to date planning framework, promoting sustainable development.
- 6.3 The Local Development Plan and associated Supplementary Guidance contribute to “Aberdeen – A Smarter City” and the Smarter Environment by maximising the use of low carbon technology and materials, increasing energy efficiency and introduction carbon reduction measures in our processes and our housing and non housing assets to reduce our carbon footprint, save money and to bring people out of fuel poverty.
- 6.4 The proposal is consistent with the Planning and Sustainable Development Service Plan, in particular Adoption of Supplementary Guidance to Local Development Plan and production of Technical Advice Notes.
- 6.5 This report makes minor amendments to an existing policy and there will be no impact on equalities and human rights resulting from this report.

7. BACKGROUND PAPERS

- Aberdeen Local Development Plan – Proposed Plan
http://www.aberdeencity.gov.uk/Planning/ldp/pla_aldp_document_map.asp
- Appendix 1: Draft Supplementary Guidance: Low and Zero Carbon Buildings
- Appendix 2: Strategic Environmental Assessment Screening Determination

8. REPORT AUTHOR DETAILS

Daniel Harrington
Senior Planner
dharrington@aberdeencity.gov.uk 01224 523329



Supplementary Guidance

Topic: Low and Zero Carbon
Buildings

August 2013

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Introduction

The purpose of this supplementary guidance is to provide the methodology for developers to demonstrate compliance with Aberdeen Local Development Plan policy **R7**, which requires all new buildings to install low and zero carbon generating technology.

Background

Climate change, energy insecurity and rising fuel poverty are key challenges for Scotland now and in the foreseeable future.

The Climate Change (Scotland) Act 2009 received Royal Assent on August 4, 2009. The Act sets in statute the Government Economic Strategy target to reduce Scotland's emissions of greenhouse gases by 80 per cent by 2050. This covers the basket of six greenhouse gases recognised by the United Nations Framework Convention on Climate Change and includes Scotland's share of emissions from international aviation and international shipping.

More than 40% of Scotland's carbon dioxide emissions, a major cause of climate change, come from the energy we use to heat, light and run our buildings.¹ In Aberdeen City housing makes up 31% of the City's carbon footprint, which is 3.98 tonnes CO₂ per capita. The Aberdeen City and Shire Structure Plan provides significant housing and employment allowance: 36,000 homes and 175 hectares of employment land to 2030. The housing allocations, once built, would result in an increase in the housing stock by 33%.

Requiring new buildings to meet more stringent energy standards will lessen their environmental impact, make them more affordable to heat, lessen our dependence on imported energy and support a domestic market for low and zero carbon generating technologies. Implementation of Policy **R7** Low and Zero Carbon Buildings would thereby contribute to sustainable economic growth.

Policy **R7** does not duplicate these standards, but requires developments to meet a proportion of the mandatory CO₂ emission reduction through the use of low and zero carbon generating technologies. In most cases, this will mean that the energy assessment information required to satisfy the buildings standards' energy requirements will be required at planning stage, not afterwards.

¹ <http://www.sbsa.gov.uk/sullivanreport.htm>

Legal Requirement

Section 72 of the Climate Change (Scotland) Act 2009 requires Local Planning Authorities to “include policies requiring all developments in the local development plan area to be designed so as to ensure that all new buildings avoid a specified and rising proportion of the projected greenhouse gas emissions from their use, calculated on the basis of the approved design and plans for the specific development, through the installation and operation of low and zero carbon generating technologies.” In February 2010, Scottish Planning Policy reiterated the above requirement.

The Development Plan Context

Section 25 of the Town and Country Planning (Scotland) Act 1997 requires decisions on planning applications to be made in accordance with the development plan, unless material considerations indicate otherwise. Upon adoption of the Aberdeen Local Development Plan in 2012, the Development Plan for Aberdeen will comprise the Aberdeen City and Shire Structure Plan (2009), the Aberdeen Local Development Plan and associated Supplementary Guidance.

Structure Plan targets require:

- All new buildings to be carbon neutral by 2016
- The city region’s electricity needs to be met from renewable sources by 2020.

Local Development Plan policy

Policy **R7**, below, sets a requirement for all new buildings to incorporate low and zero carbon generating technologies to reduce the predicted carbon dioxide emissions by at least 15%. This policy is hereafter referred to in this Supplementary Guidance as ‘the policy’.

R7 - Low and Zero Carbon Buildings

All new buildings, in meeting building regulations energy requirements, must install low and zero carbon generating technology (LZCGT) to reduce the predicted carbon dioxide emissions by at least 15% below 2007 building standards. This percentage requirement will be increased as specified in Supplementary Guidance.

This requirement does not apply to:

- *Alterations and extensions to buildings;*
- *Change of use or conversion of buildings;*
- *Ancillary buildings that are stand-alone having an area less than 50 square metres;*
- *Buildings, which will not be heated or cooled, other than by heating provided solely for the purpose of frost protection; or*
- *Limited life buildings which have an intended life of less than 2 years.*

Compliance with this requirement will be demonstrated by the submission of a low carbon development statement. Further guidance is contained in Supplementary Guidance.

Increasing the Proportion of Low and Zero Carbon Generating Technologies

The Sullivan report made recommendations about the most effective way to increase standards, through the building standards. It recommends that there are staged energy improvements beyond the 2007 building standards: 30% by 2010; 60% by 2013 and net zero carbon by 2016/17. This has been identified as the most appropriate method to reach net zero carbon buildings by 2016 if practical. Therefore, the planning requirements for low and zero carbon generating technologies are to be a part of the required saving, and will help to promote the development of renewable technologies, which as the CO₂ targets are increased will become essential. The present economic context has led to delays in implementing the increases and it is important that this policy reflects any changes to the planned increases.

As the building standards energy requirements are increased there will be an increasing need to incorporate a larger proportion of low and zero carbon generating technologies. Therefore, as building standards are increased the proportion of savings to be met through low and zero carbon generating technologies is always to be at least half the total saving. The applicable rate will be half of the prevailing Energy Requirements at the point in time at which the application was granted consent. The CO₂ reduction through low and zero carbon generating technologies will not be increased ahead of the changes in the Building Standards Energy Requirements and Table 1 below sets out the indicative requirements.

Table 1: Indicative % Reduction Achieved Through Low and Zero Carbon Generating Technologies Above 2007 Baseline

Year	% reduction	Planned Building Standards Energy Requirements
2010	15%	30%
2014	30%	60%
2016	50%	100%

Low and Zero Carbon Generating Technologies and the Masterplanning Process

Larger developments that have a mix of both housing and business or include large energy users such as schools and swimming pools will provide a continued heat demand throughout the whole day. For this type of development the use of decentralised and local renewable or low carbon sources of heat and power becomes more viable, and for combined heat and power plants this continued heat demand will ensure continued electricity generation. There are a number of larger mixed use allocations in the Local Development Plan and this provides an opportunity to make use of these technologies to achieve greater CO₂ savings.

During the process of preparing masterplans for larger mixed use developments developers will be required to carry out a feasibility study of the potential for renewable and low-carbon energy solutions across the site, for example, the potential to make use of decentralised combined heat and power using a renewable fuel source such as woodchip. This may result in an opportunity to make greater CO₂ savings than required by Policy R7. In terms

of residential developments this should cover developments of 500 units or more that include other uses than solely housing.

For sites where a decentralised energy scheme is commercially viable, and it is the preferred option, it will be important to consider the build programme and at which stage in the development the energy scheme will become viable. It will not always be feasible to implement the full decentralised energy scheme, using renewable fuel, designed to serve the whole development for the first phase of development because the projected heat load will not exist to support the plant. In the case that development will, once complete, make use of a decentralised heating or combined heat and power plant and it has been calculated that on completion of the development there will be additional CO₂ savings above those required by policy R7, flexibility in the application of policy should be applied to the earlier phases that make use of temporary sources of heat. For example, installing a temporary small scale gas powered decentralised energy plant in advance of providing a larger scale biomass powered decentralised energy plant.

Designing for Reduced Energy Demand

Good, careful design at the outset will minimise the total energy demand for the lifetime of a development. Design considerations for a development as a whole and for the individual buildings will help to increase the efficiency of energy use. Well sited developments, orientation and design are not always included in the calculation methodologies used for building regulations. However, use of passive energy efficiency measures should be incorporated into all development to help reduce the energy demand of new buildings in addition to the buildings standards energy requirements.

Eligible Low and Zero Carbon Generating Technologies

The equipment may be attached to the building or within the site boundary as shown on the planning application. This allows for the low and zero carbon generating technologies to benefit more than one building and being sited to maximise energy gain.

The technologies eligible to meet the requirements of the policy are set out in Table 2 below.

Table 2: Eligible Zero and Low Carbon Generating Technologies

Biomass	Solar power	Air source heat pumps
Fuel cells	Photovoltaics	Combined heat and power
Micro-hydro	Ground source heat pumps	Heat exchange recovery systems
Micro-wind	Water source heat pumps	Geothermal
Solar Thermal	Passive flue gas heat recovery devices	

Demonstrating Compliance with Policy

Applicants should consider how to meet the requirements of this guidance at an early stage of planning. It will be the responsibility of applicants to provide the necessary technical calculations in support of planning applications to demonstrate how the proposed development will satisfy the requirements of this guidance.

The policy target is specific to CO₂ emissions from the **energy performance**². The assessment approach in this guidance therefore relates directly to this. In order to demonstrate the appropriate reduction in CO₂ emissions as a result of low and zero carbon generating technologies the Standard Assessment Procedure Energy Rating (SAP) is required for dwellings and the Simplified Building Energy Model (SBEM) for all other developments. Table 3 below sets out a summary of the stages in the calculation to demonstrate compliance with this policy.

Table 3: Summary of Calculations and Process

1.	The appropriate software program (SAP/SBEM) is used to calculate the 2007 Building Regulations CO ₂ Emissions Standard. This will provide a Target Emissions Rate (TER), which is the predicted CO ₂ emissions for a building of the specified size. Note: it is important for the purposes of this calculation that it is the 2007 TER that is used.
2.	The appropriate software program (SAP/SBEM) is used to calculate the actual emissions rate for the proposed development, which includes the low and zero carbon generating equipment. This is the Dwelling or Building Emissions Rate (DER/BER), which is the predicted CO ₂ emissions for the actual proposal.
3.	Calculate the reduction from step 1 to step 2: step 1- step 2
4.	Calculate the reduction in step 3 as a % reduction on the 2007 TER: (Step 3 ÷ Step 1) x 100
5	The appropriate software program (SAP/SBEM) is used to calculate the actual emissions rate for the development without the low and zero carbon generating technologies. This is a repeat of stage 2 and provides a re-calculation of the DER/BER without the low and zero carbon generating technologies.
6.	Calculate the reduction, beyond the 2007 standard, due to the low zero carbon equipment: (step 5 – step 2)
7.	Calculate the percentage reduction beyond the 2007 standard as a result of low and zero carbon equipment: (Step 6 ÷ step 3) x Step 4
Note: The calculation methodology may require to be updated when revised building standards come into force.	

² Energy performance covers the CO₂ emissions arising from the use of heating, hot water and lighting.

Instances When Policy Will Be Relaxed

Development will have deemed compliance with the requirement to install low and zero carbon generating technology if it can be demonstrated that the development will achieve a CO₂ saving greater than required by the current building standards (the minimum standard is likely to change over the life time of the plan as building standards are increased),

Justification

Section 44 of the Climate Change (Scotland) Act 2009 seeks to ensure that public bodies in exercising their functions in the way best calculated contribute to the delivery of the carbon reduction targets and carry these out in the most sustainable way. In addition the Structure Plan has set a target of all new buildings to be carbon neutral by 2016.

It is accepted that the most sustainable way in which the carbon emissions from new buildings can be saved is through improving the energy efficiency of the building. By reducing the energy demand of a building in the first instance as far as is practicable it becomes more feasible to then provide the lower energy requirements through low and zero carbon generating technologies. By allowing the relaxation of policy if a greater CO₂ saving can be achieved the Council will make a greater contribution towards the delivery of the Scottish Government's carbon reduction targets and the Structure Plan target.

Pre-application Discussions

The installation of LZCGT can raise additional issues which need to be tackled at an early stage in planning a development. As an example, ground source heat pumps (which are one of the eligible technologies listed in Table 2), can cause significant damage to trees. Where trees are present on, or adjacent to the site where associated pipes are to be buried, a tree survey should be submitted along with the application highlighting the likely impact of the excavation works on the tree(s) and any mitigation proposed. The impact the excavation works and installation are likely to have on local hydrology should also be investigated. Micro-hydro schemes may require authorisation from SEPA under the Water Environment (Controlled Activities) (Scotland) Regulations 2005.

Before submitting your planning application, we encourage you to discuss your proposal with us. We can advise you of your project's compliance with planning policies and on detailed design matters.

Useful Documents

SPP – <http://www.scotland.gov.uk/>

Development Plan:

Aberdeen City and Shire Structure Plan (2009) – www.aberdeencityandshire-sdpa.gov.uk

Aberdeen City Council (2008) Aberdeen Local Development Plan - <http://www.aberdeencity.gov.uk/localdevelopmentplan>

Detailed Advice on LZC Equipment:

Scottish Government (2002) PAN 45: Renewable Energy Technologies - <http://www.scotland.gov.uk/Publications/2002/02/pan45/pan-45>

Scottish Government (2006) Annex to PAN 45 Renewable Energy Technologies: Planning for Micro Renewables - <http://www.scotland.gov.uk/Publications/2006/10/03093936/0>

Greater London Authority (2004) Integrating renewable energy into new developments: Toolkit for planners, developers and consultants - http://www.london.gov.uk/mayor/environment/energy/renew_resources.jsp

Building Standards Division - Safe and sustainable installation of low carbon equipment - Guides
<http://www.scotland.gov.uk/Topics/Built-Environment/Building/Building-standards/publications/pubtech#a15>

SEPA (2010) Supporting Guidance WAT-SG-62 Geothermal Abstraction - Geothermal Energy
<http://search.sepa.org.uk/sepa?action=search&q=geothermal%20energy>

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SEA SCREENING REPORT (COVER NOTE)

PART 1

To: SEA.gateway@scotland.gsi.gov.uk
 or
 SEA Gateway
 Scottish Executive
 Area 1 H (Bridge)
 Victoria Quay
 Edinburgh EH6 6QQ

PART 2

An SEA Screening Report is attached for the strategy entitled:

Supplementary Guidance: Low and Zero Carbon Buildings

The Responsible Authority is:

Aberdeen City Council

PART 3

Screening is required by the Environmental Assessment (Scotland) Act 2005. Our view is that:

- an SEA is required** because the PPS falls under the scope of Section 5(3) of the Act and is likely to have significant environmental effects or
- an SEA is required** because the PPS falls under the scope of Section 5(4) of the Act and is likely to have significant environmental effects or
- an SEA is not required** because the PPS is unlikely to have significant environmental effects

PART 4

The PPS does not require an SEA under the Act. However, we wish to carry out an SEA on a voluntary basis. We accept that, because this SEA is voluntary, the statutory 28 day timescale for views from the Consultation Authorities cannot be guaranteed.

PART 5

None of the above apply. We have prepared this screening report because:
.....
.....
.....

SEA SCREENING REPORT (COVER NOTE)

PART 6

Contact Name	Daniel Harrington
Job Title	Senior Planner
Contact Address	Enterprise, Planning and Infrastructure Aberdeen City Council Business Hub 4 Ground Floor North Marischal College Aberdeen, AB10 1AB
Contact tel no	01224 523512
Contact email	dharrington@aberdeencity.gov.uk

PART 7

(Signature electronic signature is acceptable)	<i>Daniel Harrington</i>
Date	1 March 2013

SEA SCREENING REPORT - KEY FACTS

Responsible Authority Aberdeen City Council

Title of PPS Supplementary Guidance: Low and Zero Carbon Buildings

Purpose of PPS The purpose of this Supplementary guidance is to provide additional detail on Local Development Plan Policy R7 – Low and Zero Carbon Buildings. It sets out how the percentage of low and zero carbon generating technologies required will increase over time. It also outline the eligible technologies.

What prompted the PPS
(e.g. a legislative, regulatory or administrative provision)
Aberdeen Local Development Plan Policy R7 – Low and Zero Carbon Buildings details that further guidance on the implementation of the policy will be detailed in Supplementary Guidance.

Subject Land Use Planning.

Period covered by PPS 2012 onwards

Frequency of Updates The guidance will be reviewed as and when necessary. As a minimum the guidance will be reviewed every five years in line with the Local Development Plan cycle.

Area covered Aberdeen City

Summary of nature/Content of PPS The Supplementary Guidance sets out the proportion of predicted carbon dioxide emissions to be saved from the use of low and zero carbon technologies. It also provides guidance on the permitted technologies, the considerations for larger development areas and how compliance with the policy is to be demonstrated.

Are there any proposed PPS Objectives? Yes No

Copy of PPS attached? Yes No
A copy of the existing guidance that is to be amended is available at:
<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=31832&SID=14394>

Date 1 March 2013

SCREENING REPORT

This forms Supplementary Guidance to the Aberdeen Local Development Plan and an Environmental Assessment has been made as a part of the Aberdeen Local Development Plan. This Supplementary Guidance was consulted on with the Proposed Local Development Plan and previously adopted in March 2012. Minor amendments have been made and further consultation undertaken. Therefore, this guidance is subject to the requirements of Environmental Assessment (Scotland) Act 2005.

TABLE 1 – LIKELY SIGNIFICANCE OF EFFECTS ON THE ENVIRONMENT

TITLE OF PPS

Supplementary Guidance: Low and Zero Carbon Buildings

RESPONSIBLE AUTHORITY

Aberdeen City Council

Criteria for determining no or minimal effects on the environment	Likely to have no or minimal environmental effects	Summary of significant environmental effects (negative and positive)
1(a) the degree to which the PPS sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources	No effects	The Guidance will set a framework for new buildings. The policy requirement in the Aberdeen Local Development Plan and the original version of this Supplementary Guidance were assessed as a part of the Aberdeen Local Development Plan Environmental Report and no likely significant environmental effects was identified. The Guidance does not promote any specific locations for development it merely identifies what must be taken into account when considering applications.
1(b) the degree to which the PPS influences other PPS including those in a hierarchy	No effects	The Guidance does not intend to influence any other PPS in the hierarchy, it merely provides additional detail on the Local Development Plan.
1(c) the relevance of the PPS for the integration of environmental considerations in particular with a view to promoting sustainable development.	No effects	This Guidance clarifies the policy in the Local Development Plan on Low and Zero Carbon Buildings and will, in itself, have limited impact on promoting sustainable development.
1(d) environmental problems relevant to the PPS	No effects	There are no problems relevant to this Guidance.

Criteria for determining no or minimal effects on the environment	Likely to have no or minimal environmental effects	Summary of significant environmental effects (negative and positive)
1(e) the relevance of the PPS for the implementation of Community legislation on the environment (for example, PPS linked to waste management or water protection)	No effects	This Guidance does not intend to implement any EU legislation.
2 (a) the probability, duration, frequency and reversibility of the effects	No effects	This Guidance is not likely to lead to any negative environmental effects associated with any probability, duration, frequency, or reversibility in environmental terms.
2 (b) the cumulative nature of the effects	No effects	This Guidance does not have a cumulative impact in environmental terms.
2 (c) transboundary nature of the effects (i.e. environmental effects on other EU Member States)	No effects	This Guidance is not likely to have any effects beyond the borders of Scotland or UK.
2 (d) the risks to human health or the environment (for example, due to accidents)	No effects	The promotion of low energy buildings and the use of renewable technologies will not have a significant impact on health.
2 (e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected)	No effects	This Guidance applies new buildings and it does not promote development, but merely identifies considerations for determining planning applications. The magnitude of the effects is not significant.
2 (f) the value and vulnerability of the area likely to be affected due to- (i) special natural characteristics or cultural heritage; (ii) exceeded environmental quality standards or limit values; or (iii) intensive land-use.	No effects	This Guidance does not apply to specifically to any vulnerable areas.
2 (g) the effects on areas or landscapes which have a recognised national, Community or international protection status	No effects	This Guidance will have no discernable impact on landscapes or areas of protection.

SEA SCREENING REPORT

A summary of our considerations of the significant environmental effects of Supplementary Guidance: Low and Zero Carbon Buildings is given below.

TABLE 2 – SUMMARY OF ENVIRONMENTAL EFFECTS

This Supplementary Guidance is in support of the Aberdeen Local Development Plan and provides detail on the requirements for low and zero carbon technologies to be incorporated into new developments. This Guidance clarifies the policy in the Local Development Plan on Low and Zero Carbon Buildings. An assessment of the Supplementary Guidance was made alongside the Local Development Plan and was adopted in March 2012. Minor amendments have been made to the guidance to reflect changes to the building standards energy requirements ensuring that half the overall saving is achieved through the use of low and zero carbon generating technologies. This amendment to the Supplementary Guidance is considered to have limited impact on the environment and any effects are not likely to be significant. For these reasons SEA will not be required.

A summary of our considerations of the significant environmental effects of Supplementary Guidance: Wind Turbine Development in Aberdeen City is given below.

TABLE 2 – SUMMARY OF ENVIRONMENTAL EFFECTS

SUMMARY RECORD OF COMMENTS FROM CONSULTATION AUTHORITIES

GUIDANCE NOTE	
It is not a statutory requirement to include this section in the screening report. However, the Responsible Authority may find it useful for record purposes.	
TITLE OF PLAN, PROGRAMME OR STRATEGY	
Supplementary Guidance: Low and Zero Carbon Buildings	
RESPONSIBLE AUTHORITY	
Aberdeen City Council	
DATE COMMENTS RECEIVED FROM CONSULTATION AUTHORITIES	
22 March 2013	
Consultation Authority	Views (if known at this stage)
Scottish Environment Protection Agency	Significant environmental effects - NO
Scottish Natural Heritage	Significant environmental effects - NO
The Scottish Ministers (Historic Scotland)	Significant environmental effects - NO

SEA SCREENING REPORT

TABLE 4 – RECORD OF POST SCREENING ACTION

<p>GUIDANCE NOTE</p> <p>It is not a requirement to include this section in the screening report. However, the Responsible Authority may find it useful for record purposes.</p> <p>TITLE OF PLAN, PROGRAMME OR STRATEGY (PPS)</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">Supplementary Guidance: Low and Zero Carbon Buildings</div> <p>RESPONSIBLE AUTHORITY</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">Aberdeen City Council</div>	
<p>1 Responsible Authority and Consultation Authorities in agreement – PPS <u>is</u> likely to have significant environmental effects</p>	<div style="border: 1px solid black; height: 25px; width: 100%;"></div> <div style="border: 1px solid black; height: 25px; width: 100%; margin-top: 5px;"></div>
<p>2 Responsible Authority and Consultation Authorities in agreement – PPS <u>is not</u> likely to have significant environmental effects</p>	<div style="border: 1px solid black; padding: 5px; margin-top: 5px;">Agreed</div> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;">27 March 2013</div>
<p>3 Responsible Authority and Consultation Authorities cannot reach agreement – referred to the Scottish Ministers for their determination</p>	<div style="border: 1px solid black; height: 25px; width: 100%;"></div> <div style="border: 1px solid black; height: 25px; width: 100%; margin-top: 5px;"></div>
<p>4 Scottish Ministers' determination</p>	<div style="border: 1px solid black; height: 25px; width: 100%;"></div> <div style="border: 1px solid black; height: 25px; width: 100%; margin-top: 5px;"></div>
<p>5 Publicity requirements met</p>	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 5px; width: 40%;">YES</div> <div style="border: 1px solid black; width: 40%;"></div> </div>
<p>6 Signature</p>	<div style="border: 1px solid black; padding: 5px; margin-top: 5px;"><i>Daniel Harrington</i></div>
<p>Date</p>	<div style="border: 1px solid black; padding: 5px; margin-top: 5px;">27 March 2013</div>

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Supplementary Guidance – Infrastructure and Developer Contributions Manual
REPORT NUMBER:	ESPI/13/258

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to obtain Committee approval of Supplementary Guidance for Infrastructure and Developer Contributions for public consultation. A copy of the Draft Supplementary Guidance is contained in Appendix 1. It should be noted that this is an interim revision of the document providing immediate clarity on the Education, Open Space and Core Path sections and the introduction of Flood Protection Schemes. The whole document will be review as part of the Proposed Aberdeen Local Development Plan which will be undertaken towards the end of 2014.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee agree the Draft Supplementary Guidance for public consultation.

3. FINANCIAL IMPLICATIONS

- 3.1 There will be financial implications for Education as a result of the change to the payment levels proposed within the draft Supplementary Guidance.

4. OTHER IMPLICATIONS

- 4.1 Developer contributions, in the majority of cases, are agreed through a Section 75 agreement which is facilitated by the Council's legal service. Changes to the Supplementary Guidance will have an effect on these agreements.

5. BACKGROUND / MAIN ISSUES

- 5.1 Aberdeen Local Development Plan Policy I1 – Infrastructure Delivery and Developer Contributions requires development to be accompanied by the infrastructure, services and facilities required to support new or expanded communities. Where development either individually or cumulatively places additional demand on community facilities or infrastructure that would necessitate

new facilities or exacerbate deficiencies in existing provision, the Council will require the developer to meet or contribute to the cost of providing or improving such infrastructure or facilities. The Infrastructure and Developer Contributions Manual gives further detail on contributions developers may need to meet such as core paths, education and transport mitigation.

- 5.2 The existing Infrastructure and Developer Contributions Manual was consulted on in May 2012 (see Committee Report EPI/12/112) and was then approved to be sent to Scottish Ministers for ratification in November 2012 (see Committee Report EPI/12/204). It was subsequently adopted as Supplementary Guidance to the Aberdeen Local Development Plan. Although the Supplementary Guidance was recently adopted there are a number of changes proposed to the document which requires the Supplementary Guidance to go out for public consultation.
- 5.3 It is proposed that changes are made to the Education, Open Space Core Paths and Water sections of the Supplementary Guidance as well as a general rationalisation of information contained within the document to aid clarity. Changes are proposed to the education section as a result of new information received from Education, Culture and Sport on the pupil per household ratios used, build cost of new schools and an arising issue of functional and operational capacities of schools.
- 5.4 The change to the Open Space section now aligns the information regarding open space requirements with the Open Space Supplementary Guidance.
- 5.5 Changes made to the Core Paths section removes the reference of developer contributions being taken per household. Contributions should always be taken for the per-household equivalent.
- 5.6 Due to Committee Report ESPI/13/245 Flood Risk Management (Scotland) Act 2009 – Progress Report, information is now included in the Supplementary Guidance on flood protection schemes that have been identified as an opportunity by Aberdeen City Council and will also serve a purpose as regional Sustainable Urban Drainage Systems (SUDS). Further information on the flood protection schemes and regional SUDS will be made available in the review of the Supplementary Guidance scheduled in late 2014.
- 5.7 It is recommended that the draft Supplementary Guidance be made available for a six week period of public consultation.

6 IMPACT

- 6.1 The Local Development Plan and associated Supplementary Guidance contribute to the following Single Outcome Priorities: 1 – We live in a Scotland that is the most attractive place for doing business in Europe; 2. We realise our full economic potential with more and better employment opportunities for our people; 10. We live in well designed, sustainable places where we are able to access the amenities and services we need; 12 – We value and enjoy our built and natural environment and protect and enhance it for future generations.

- 6.2 The Local Development Plan and associated Supplementary Guidance supports the Council's Corporate Plan, in particular the aim of delivering high levels of design from all development, maintaining an up to date planning framework, promoting sustainable development.
- 6.3 The Local Development Plan and associated Supplementary Guidance contribute to "Aberdeen – A Smarter City" and the Smarter Environment by maximising the use of low carbon technology and materials, increasing energy efficiency and introduction carbon reduction measures in our processes and our housing and non housing assets to reduce our carbon footprint, save money and to bring people out of fuel poverty.
- 6.4 The proposal is consistent with the Planning and Sustainable Development Service Plan, in particular Adoption of Supplementary Guidance to Local Development Plan and production of Technical Advice Notes.
- 6.5 This report is seeking agreement to undertake further work and consultation and there is no impact on equalities and human rights resulting from this report.

7 REPORT AUTHOR DETAILS

Louise MacSween
Planner
lmacsween@aberdeencity.gov.uk
01224 523326

- 8 BACKGROUND PAPERS
Aberdeen Local Development Plan (2012) –
www.aberdeencity.gov.uk/localdevelopmentplan

9 APPENDICES

Appendix I – Draft Supplementary Guidance - Infrastructure and Developer Contributions Manual

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Draft Supplementary Guidance

Topic: Delivering Infrastructure

Title: Developer Contributions and
Infrastructure Manual

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Aberdeen Local Development Plan Team
Planning and Sustainable Development
Enterprise, Planning and Infrastructure
Aberdeen City Council
Business Hub 4
Ground Floor North
Marischal College
Broad Street
Aberdeen
AB10 1AB

Tel: 01224 523317

Email: ldp@aberdeencity.gov.uk

1. Introduction

- 1.1 This Supplementary Guidance (SG) forms part of the Development Plan and is a material consideration in the determination of planning applications.
- 1.2 This SG relates to, and expands on the following policies in the Aberdeen Local Development Plan:
 - Policy I1 – Infrastructure Delivery and Developer Contributions
- 1.3 New development can have a very positive effect on an area, providing new homes, jobs and economic prosperity. However, development can also place additional pressures on resources and infrastructure such as schools, community and leisure facilities, transport infrastructure, health services and the local environment. The delivery of infrastructure alongside new development can help to create balanced, accessible and sustainable communities.
- 1.4 The Scottish Government emphasises the need to plan more effectively for the infrastructure required to support new development and published new planning policy guidance (Circular 3/2012 Planning Obligations and Good Neighbour Agreements) to provide the framework for securing the delivery of infrastructure and financial contributions to support development.
- 1.5 The purpose of this Infrastructure and Developer Contributions Manual is to provide clear guidance on the methodology used to identify infrastructure requirements and the criteria that should be used to calculate developer contributions to support new development. However, pre-application discussions and early contact with the Developer Obligations Team to ascertain the likely levels of contributions required is encouraged.
- 1.6 It is important to note that this Guidance is not directly relevant to the provision of water and drainage, electricity, and telecoms infrastructure, as these services are controlled by public sector bodies and private supply companies, and the specific standards, specification and requirements relating to each are out with the control of the Council.

2. Our approach to Infrastructure Delivery

- 2.1 Through the Local Development Plan, Aberdeen City Council's approach to the planning and delivery of infrastructure is open, transparent, and is supported by a robust evidence base. Our aim is to provide clear guidance

to all stakeholders, in particular the development industry, on the infrastructure required to support development from an early stage in the preparation of the LDP.

- 2.2. Policy I1 of the Local Development Plan states that all development should be supported by the infrastructure and developer contributions necessary to support the proposed development.
- 2.3. The Action Programme which accompanies the Local Development Plan outlines further details on the delivery of supporting infrastructure. The Action Programme is a 'live' document that will be updated regularly to take account of changes in circumstances as sites come forward through the planning process.
- 2.4. From an early stage in the preparation of the Local Development Plan, the City Council has worked in close partnership with a wide range of agencies – through the Future Infrastructure Requirements for Services Group (or FIRS) – to establish the infrastructure requirements to support development. The FIRS Group comprises representatives from the following organisations:
 - Aberdeen City Council, including colleagues representing Roads, Public Transport, Transport Policy, Housing Strategy, Education, Culture & Sport, Development Management and the Planning Gain Team;
 - Transport Scotland;
 - Scottish Water;
 - Nestrans; and
 - NHS Grampian.

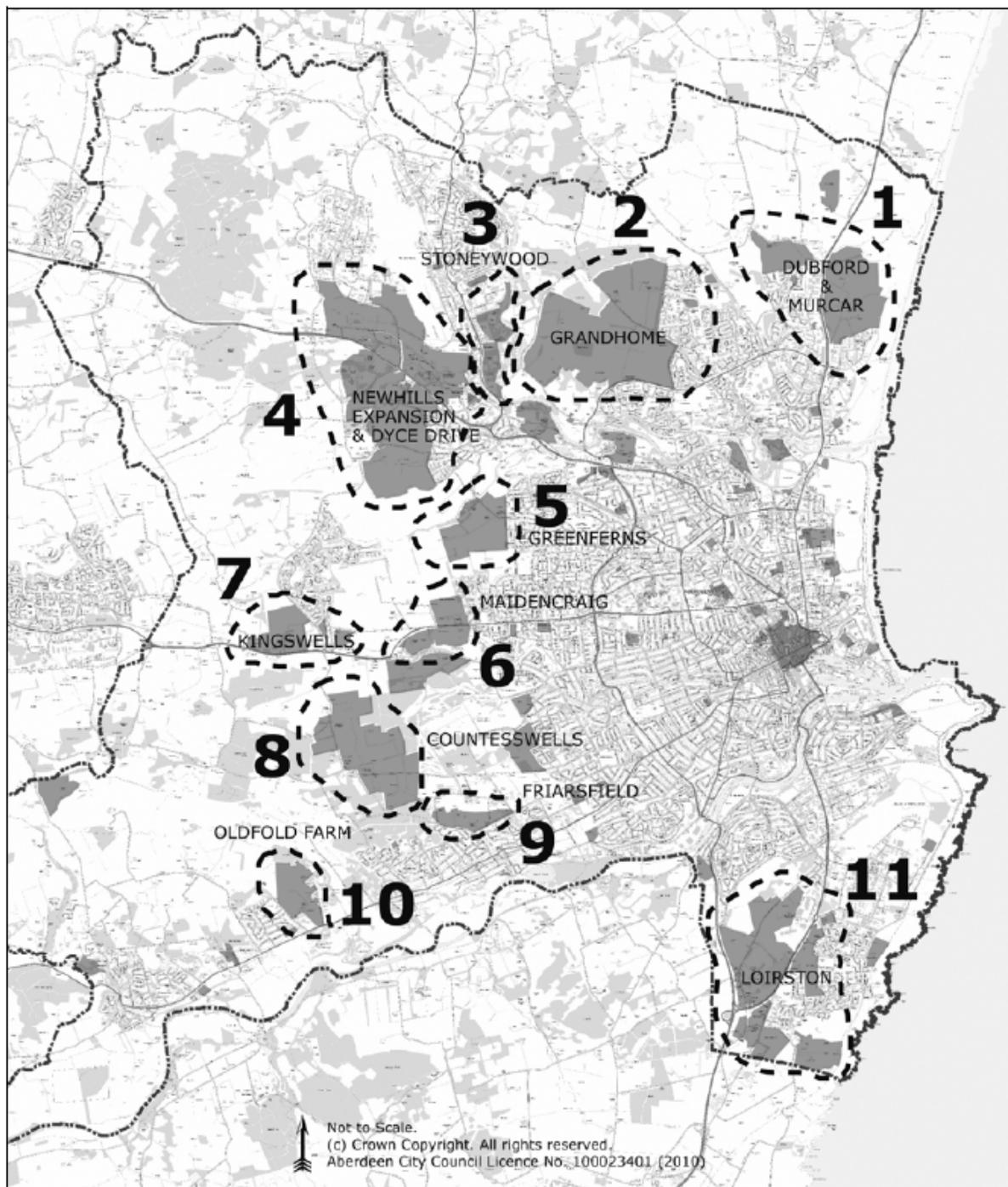
3. Masterplan Zones

- 3.1 The Council has identified eleven Masterplan Zones, shown in the Table and Map below, as well as Figure 1 in the Local Development Plan, within which developers will be expected to work together to prepare Masterplans for each zone reflecting the planning and delivery of associated infrastructure requirements set out in this document. Further details on the timing and delivery of infrastructure identified below are set out in the Action Programme which accompanies this Plan.
- 3.2 The requirements listed are based on the most up-to-date information currently available.

Figure 1 – Masterplan Zones Table

Masterplan Zone	Sites included
1 – Dubford & Murcar	OP25 Dubford OP2 Murcar
2 – Grandhome	OP12 Grandhome OP10 East Woodcroft
3 – Stoneywood	OP24 Stoneywood
4 – Newhills Expansion & Dyce Drive	OP26 Walton Farm & Craibstone North OP29 Craibstone South OP27 Land near Bucksburn School OP30 Rowett South OP28 Rowett North OP31 Greenferns Landward
5 – Greenferns	OP45 Greenferns
6 – Maidencraig	OP43 Maidencraig South East OP44 Maidencraig North East
7 – Kingswells	OP40 West Hatton, Home Farm, Home Farm Kingswells OP41 Kingswells C OP42 Kingswells D and West Huxterstone
8 – Countesswells	OP58 Countesswells
9 – Friarsfield	OP51 Friarsfield
10 – Oldfold Farm	OP62 Oldfold
11 – Loirston	OP78 Charlestown OP76 Souter Head Road OP77 Loirston

Figure 2 - Map showing the Masterplan Zones



3.3 All development sites, whether listed or not within the Masterplan Zones table in this document, LDP or Action Programme, will have to provide the necessary infrastructure and developer contributions necessary to mitigate

the impact of development. The means to how this will be calculated will be based on the criteria set out in the following sections.

- 3.4 Masterplans will need to reflect the infrastructure requirements identified and should include a Delivery Statement setting out details of how the proposed development, and the accompanying infrastructure, will be delivered. Subsequently, actions relating to the delivery of infrastructure will need to be defined once the Masterplan and Delivery Statement have been agreed with the Council and any key agencies.

4. Guidelines – Methodology for Infrastructure Requirements and Developer Contributions

4.1 General Principles

- 4.1.1 This section explains the process undertaken by the FIRS Group to calculate the infrastructure requirements for the Masterplan Zones. It also sets out details on the criteria that will be used to assess the precise level of infrastructure requirements and developer contributions for all development proposals.
- 4.2.1 These criteria will need to be used when considering the infrastructure and developer contributions required in connection with any development proposal. The precise level of infrastructure provision and developer contributions required from any development will need to be agreed with the Council, in consultation with other statutory agencies. Any costs for infrastructure will be reviewed annually and adjusted according to an agreed indexation.
- 4.3.1 The methodology seeks to ensure that appropriate contributions are secured from developers to support new communities and to make a fair and proportionate contribution to the cumulative impact of development across the City and, where appropriate, the region as a whole. The Council has been careful to avoid deterring development by making unreasonable demands, and emphasise that any infrastructure or developer contributions sought are proportionate to the development proposed.

5. Transport

- 5.1 The Transport Framework process, which supported the preparation of the Local Development Plan, helped to identify the transport infrastructure likely to be required to support new development. A number of transport related projects are already being developed by the Council in partnership with key agencies and our neighbouring authority Aberdeenshire Council,

to improve the regional transport network. These include the Aberdeen Western Peripheral Route, Haudagain roundabout improvements and The Third Don Crossing, and are likely to bring about significant benefits to people living and working in the North East. Schemes listed in Policy T1 are not expected to be subject to developer contributions and details of how they will be delivered are set out in the Action Programme.

5.2. The transport schemes associated with new developments allocated for the first time in this Local Development Plan are separated into two categories:

- Strategic Transport Infrastructure -These projects have been identified by a partnership group consisting of officers from Aberdeen City Council, Aberdeenshire Council, the Strategic Development Planning Authority, Transport Scotland and NESTRANS. Funds realised from this initiative will be managed and delivered by Nestrans.
- Local Infrastructure -These transport projects are expected to be provided as part of new development and should be reflected in the associated Masterplan and subsequent planning applications.

Strategic Transport Fund

5.4 The City Council and Aberdeenshire Council, in partnership with Nestrans, Transport Scotland and the Strategic Development Plan Team have explored options for delivering strategic infrastructure as development comes forward for implementation across the region.

5.5. Further information is detailed in the Supplementary Planning Guidance document Delivering Identified Projects Through a Strategic Transport Fund which can be viewed through the Strategic Development Planning Authority website at <http://www.aberdeencityandshire-sdpa.gov.uk>

Local Transport Infrastructure and Mitigation

5.6 All developments, regardless of Strategic Transport Fund (STF) requirements, will be assessed in terms of their impact on the local transport network and may be required to mitigate these impacts. Indicative costs associated with the most frequently required mitigation measures are outlined in this document. Developments may be required to make an appropriate contribution towards one or several of the mitigation measures outlined in this document or any other measure that the Council deem to be appropriate.

- 5.7 Requirements will vary from site to site. The developer will be expected to provide and meet, in full, the cost of all external works identified as requirements through the planning process.
- 5.8. All developments, where impacts requiring mitigation have been clearly identified, will make an appropriate contribution towards local transport infrastructure and/or services related to that development, to ensure that the required facilities/infrastructure provision is in place in time to mitigate the impacts of the development.
- 5.9. Developer Contributions will be used to provide improvements to public transport, the local road network, traffic management, pedestrian and cycle facilities, accessibility infrastructure or any other such improvements where impacts requiring mitigation have been clearly identified.
- 5.10. Different development sites will have different transport requirements. The exact contribution required for each site will be determined on a case by case basis, for developments where significant impacts are likely a full Transport Assessment (TA) will be required to inform the process. The thresholds for when a TA will be required are set out in the Transport and Accessibility Supplementary Guidance.
- 5.11. Developers should be aware of, and take account of the requirements to provide such contributions. We encourage pre-application discussions with appropriate Council officers at the earliest possible stage.
- 5.12. The principles set out in this Developer Contributions Manual do not negate the requirement for either a Transport Assessment or a Development Framework /Masterplan/Planning Brief and should be applied as a basis for addressing transport impacts alongside and in conjunction with the preparation of these where they are required.
- 5.13. Developers should use these Guidelines in conjunction with the policies and principles set out in the Transport and Accessibility Supplementary Guidance and in terms of walking and cycling, the Open Space Supplementary Guidance.

• **Assessment of Appropriate Level of Developer Contributions:**

- 5.14. The full impact of the development on the local transport network will be taken into account when assessing the required levels of local mitigation.
- 5.15. The following mitigation measures are examples of some of the factors which will be considered during the assessment of any development. This list is not exhaustive but provides a clear starting point for discussions

between the developer and the Council. An indication of the likely costs involved in these measures is provided in a table at the end of this section.

Road Improvements and Public Realm A key priority in the assessment of any development proposal is to ensure that sufficient infrastructure is in place to accommodate the development. This means the provision of or upgrading of roads, bridges or other infrastructure, including carriageways and footways. This may be required either within or outwith the development site or both and planning conditions/legal agreements will be secured accordingly.

Alterations to Existing Roads Any alterations to existing roads that are required as part of a development will normally be undertaken as part of the development construction and progressed as part of a section 56 or a roads Construction Consent application . However, there may be instances where the Council may wish to take on this construction, if this is the case, this will be fully funded by the developer.

Footway Crossings In order to ensure that footway crossings are adequately constructed, they will normally be undertaken by the Council. The Council will charge the developer for the cost of the construction of a footway crossing.

Public Transport Priority In order to ensure that public transport services can adequately gain access to and serve a development and to ensure that existing services are not adversely impacted by the development, developers may be required to provide or fund public transport priority measures. These include, but are not limited to, bus lanes, bus-only sections of road and bus priority traffic signals.

Supported Bus Services Developers may be required to enter into a legal agreement which enables the up front payments to fund new bus services or to underwrite a new service for an agreed period of time. This may involve a completely new service or extending/improving an existing service. New and upgraded facilities may be required in order to deal with increased demand on public transport services, these may include the provision of or upgrade of bus stops, bus shelters and Real Time Information systems.

Traffic Signals Development of any kind has the potential to impact on the road network. As a result of this impact, developers may be required to provide for the installation of new traffic signals, controlled pedestrian crossings and the upgrading/refurbishment of existing traffic signal infrastructure.

Lighting

Any development which requires new roads or the upgrading of existing roads will be expected to fund the installation of new lighting or the upgrading of existing lighting infrastructure where appropriate.

Traffic Calming Measures Development may generate the need for traffic calming measures such as speed humps, chicanes, kerb extensions and shared space schemes which the developer may be liable to fund.

Cycling/Walking Routes In accordance with the Transport and Accessibility Supplementary Guidance standards for access and permeability, developers will be required to provide safe routes for cyclists and walkers which are planned in accordance with the 5 C's – connected, convenient, comfortable, convivial and conspicuous as referred to in the Aberdeen Local Transport Strategy 2008-2012. This may include both on site and off site cycle parking infrastructure.

Safer Routes to Schools Developers will be required to provide safe routes to schools through the provision of measures including dropped kerbs, crossing points, speed cushions, central refuges and exclusive cycle/pedestrian paths.

Car Clubs Car Clubs provide a more sustainable option to individual car ownership and are often beneficial where full parking provision is limited. Developers may be required to make a contribution to the Aberdeen Car Club for the provision of spaces, vehicles or membership for the individuals living/working in their development.

Bus Permits/Tickets The promotion of public transport use over individual car ownership will always be encouraged, particularly where full parking provision is limited. Dependant on circumstances, developers may be required to enter into an agreement with local Public Transport Operators so that annual bus passes can be purchased and used to residents of the development. The two main operators are currently First Bus and Stagecoach. Other smaller operators also continue to run services within the area.

Travel Plan Travel Plans contain a package of measures aimed at promoting sustainable transport choices to and from developments. All developments are encouraged to prepare Travel Plans in support of planning applications. The thresholds for developments which require a Travel Plan are set out in the Transport and Accessibility Supplementary Guidance. For major applications it will be necessary for the developer to enter into a legal agreement detailing target aspirations, monitoring and actions for the revision of Travel Plans.

Traffic Regulation Orders (TROs)/Stopping –Up Orders Where Orders are required in order to facilitate development, the developer will be required to pay the Council’s administration costs in addition to paying for the infrastructure to support the Order. This may include bollards, road markings and signage.

- **Transport Indicative Costs Tables:**

5.16 The purpose of this table is to provide developers with an indication of the costs, where available, involved in meeting the transport mitigation measures set out above.

5.17 The requirements and costs will vary from site to site and developers are expected to meet in full the cost of all external works identified in the Transport Assessment (TA) and/or through the planning process. It is recommended that developers take account of these estimates when costing development proposals to avoid difficulties later in the planning process. However, a guarantee cannot be given as to the actual costs arising from the assessment of individual proposals. Early discussion with the Council is encouraged. The tables below set out the indicative costs of specific items for information.

Figure 3 – Transport Indicative Costs Table

Transport Mitigation Measure	Applicability	Indicative Cost
Road Improvements and Public Realm	This may be a requirement for retail, residential or commercial developments, dependant on the resulting impact on the local transport network. This may include improvements to carriageways and footways were necessary.	The developer will be required to undertake these works to a specification acceptable to the Roads Authority. The costs will vary significantly depending on the scale of works required. Dependant on circumstances, the developer may be required to contribute funds to improvements being constructed by the Council or others.
Alterations to Existing Roads	Normally this would form part of works constructed by the developer although occasionally the Council may wish to	The developer will be required to undertake these works to a specification acceptable to the Roads Authority. The costs will vary significantly

Transport Mitigation Measure	Applicability	Indicative Cost
	take on construction, at a cost to the developer.	depending on the scale of works required. Dependant on circumstances, the developer may be required to contribute funds to improvements being constructed by the Council or others.
Footway Crossings	This will be a requirement for any development that includes a driveway crossing over an existing footway or road verge. The Council will normally undertake this work, at a cost to the developer.	The approximate cost for a dropped kerb is £800-£1500.
Public Transport Priority	This may be a requirement for major retail, residential or commercial developments, dependant on the extent and nature of existing priority arrangements and how well this could address the impact of development.	It is not possible to provide costs. Where this is a requirement the cost will be determined by the work required.
Supported Bus Services	In principle this may be a requirement for major retail, residential or commercial developments.	<p>It is not possible to provide costs for the extension of existing bus services or the introduction of a new service as this will depend entirely on the service/area in question and the magnitude of change.</p> <p>A new bus shelter would cost approximately £3500.</p> <p>The installation of Real Time Information display</p>

Transport Mitigation Measure	Applicability	Indicative Cost
		<p>would cost approximately £3500-£5000 per site.</p> <p>Upgrading existing infrastructure to include raised access kerbs costs approximately £2000 per site.</p> <p>Upgrading an existing site to include courtesy lighting costs approximately £500-£2000 per site, depending on the availability of electrical feed.</p>
Traffic Signals	This requirement will apply in principle to the majority of developments.	The cost will vary depending on what is required. A single pedestrian crossing costs approximately £30,000 whereas signalling a four arm junction costs approximately £100,000.
Lighting	This requirement will apply to any development which requires new roads or the upgrading of existing roads.	It is not possible to provide costs. Where this is a requirement the cost will be determined by the work required.
Traffic Calming Measures	The requirement to provide traffic calming on roads may be required where there is likely to be any increase in traffic movements on surrounding residential streets.	The developer will be required to provide these improvements. A road hump or set of cushions costs approximately £1000 per feature and they are required at 75m intervals. An entrance treatment for a 20mph zone costs approximately £1500 but can vary.
Cycle/Walking Routes (excluding those facilities already required)	This requirement will apply in principle to all new developments. The requirement to	The developer will normally be required to provide these improvements. Developers should refer to

Transport Mitigation Measure	Applicability	Indicative Cost
through the Roads Improvement and Public Realm category)	provide cycle/walking routes is set out in the Transport and Accessibility Supplementary Guidance. In addition, developers will be required to fund external links to connect with the wider cycle/walking network and this may include both onsite and offsite cycle parking infrastructure.	<p>the 'Core Paths Network' section of this document for guidance on likely requirements. The approximate cost of a cycle parking stand (Sheffield standard) is £150.</p> <p>The approximate cost of a cycle locker is £400.</p> <p>The approximate cost of a covered cycle shelter is £2500.</p>
Safer Routes to Schools (excluding those facilities already required through the Roads Improvement and Public Realm category)	This requirement will apply in principle to all new residential developments. Developers may be required to make payments towards mapping of routes, cycle training and walking bus initiatives.	It is not possible to provide costs. Where this is a requirement the cost will be determined by the work required.
Car Club	This requirement may apply to all city centre residential developments and other developments where full parking provision is limited.	<p>For residential developments:</p> <p>For the majority of residential developments a contribution of £400 per unit will be required. This contribution covers the cost of 2 years annual membership per unit. In certain circumstances a development may wish to make a contribution towards Car Club vehicles. Under these circumstances the overall membership contribution (£400 per unit) may be negotiated.</p>

Transport Mitigation Measure	Applicability	Indicative Cost
		<p>For Non-residential developments:</p> <p>Each development will be dealt with on a case by case basis taking into account location, size and provision of parking.</p>
Bus Permits/Tickets	This requirement may apply to developments where full parking provision is limited.	The current cost of providing an annual bus permit for use with First Bus services is £660 and the approximate cost of providing an annual bus permit for use with Stagecoach services ranges from £510-£1790 (dependant on bus route).
Travel Plan	The thresholds for developments which require a Travel Plan are set out in the Transport and Accessibility	To be provided by Developer. Through Masterplan process there will be a requirement to produce a Travel Plan Framework with individual

Transport Mitigation Measure	Applicability	Indicative Cost
	Supplementary Guidance although all developments are encouraged to prepare Travel Plans in support of planning applications.	developments complying with the framework.
Traffic Regulation Orders/Stopping-Up Orders	This requirement may apply to all developments.	The cost per Order is approximately £1500 which must be paid regardless of whether the Order is successful or not. The developer would also be required to pay the costs of the work.

Note: Costs are correct as of May 2012.

6. Air Quality

- 6.1 Local Development Plan Policy NE10 states that planning applications for development which have the potential to have a detrimental impact on air quality will not be permitted unless measures to mitigate the impact of air pollutants are included. Mitigation measures should ensure that the development ameliorates against any impact on local air quality, and where the mitigation measures proposed do not fully mitigate the impact of development on air quality, further contributions may be sought by the Planning Authority.
- 6.2 Further details can be sought from the Supplementary Guidance document on Air Quality.

7. Core Paths Network

- 7.1. New development will be required to incorporate, enhance and link to the Core Paths Network. Infrastructure requirements relating to walking and cycling facilities, such as core paths, are set out under Policy I1 of the Local Development Plan, and Section 3 of the LDP Action Programme. These new and improved paths will need to be incorporated into the corresponding Masterplan Zones identified. Contributions for Core Paths and access will also be sought for new development outwith Masterplan Zones.

7.2 The criteria for assessing whether a proposed development needs to contribute to the Core Paths Network is as follows:

- Development which incorporates and enhances existing core paths and provides links to the Core Paths Network will not require any financial contribution providing that the measures proposed are appropriate for the level of development proposed and are agreed with the City Council as Access Authority.
- Where there is no provision of core paths or links to the Core Paths Network, developers will be required to make a financial contribution at a rate of £371 per-house-equivalent for residential and non-residential developments (see below).
- Where a developer proposes provision of, or improvements to, the Core Paths Network and the Council, as Access Authority, considers such measures to be inadequate, a financial contribution will be sought to facilitate and mitigate the level of development proposed.
- The rate of £371 per-house-equivalent is based on current costs for the provision of Core Paths in Aberdeen, taking account of the level of provision across a number of communities.

7.3 Residential Development

7.3.1 As stated above, a rate of £371 per-house-equivalent is used to provide Core Paths. The figures below calculate the contribution required. A three bedroomed house is taken as a 'standard sized unit'.

1 bed = 0.6
2 bed = 0.8
3 bed = 1 'standard sized unit'
4 bed = 1.2
5 bed = 1.4
6 bed = 1.6

Worked Example:

4 x 1 beds, 2 x 3 beds, 2 x 4 beds and 2 x 5 beds = 9.6 standard sized units

9.6 standard sized units x £371 = **£3561.60**

7.4 Commercial Development

- 7.4.1 The formula for calculating per House Unit Equivalent (HUE) is based on the gross floor area (GFA) of the commercial premises plus 50% of concrete or tarmac areas and 25% of hardcore areas (Gross External Area) to give an equivalent number of house units at 10 units per acre that could be erected on a similar area, using 400m² as an average house plot size. Where the number of car parking spaces has been indicated the standard area required for a parking space of 24m² will be used.

$(GFA+(GEA/2)) / 400 = \text{HUE}$ based on a density of 10 units per acre.

Worked Example:

2,000m² food store + 4,000m² car park = $(2,000 + 2,000) / 400 = 10$
HUE

On the basis of £371 per house unit this would equate to **£3,710** as a contribution to be utilised towards environmental and access improvements.

- 7.4.2 An individual site usage weighting factor is then applied to reflect the probable occupation level of the site. The weighting factor takes account of use factors, where a site with a small number of users, such as a warehouse, has a low weighting factor. In contrast a site with a large number of users, such as a supermarket, has a higher weighting factor. The weighting factors are as follows:

Retail (Bulky)	0.25
Fast food	0.75
Hotel	0.5
Leisure etc.	0.25
Retail (comparison)	0.5
Office and other commercial	0.75
Petrol station / garage	0.25
Restaurant	0.75
Retail (convenience)	1
Showroom	0.1
Warehouse	0.05
Workshops / Engineering	0.2

Worked Example:

Hotel and Facilities: 9,389m², Car Parking = 5,856m²

$9,389\text{m}^2 \times 0.5 + ((5,856/2) \times 0.5) = 6,158\text{m}^2$

$6,158\text{m}^2/400 = 15.39 \text{ HUE}$

On the basis of £371 per house unit this would equate to **£5,709** as a contribution to be utilised towards environmental and access improvements.

8. Schools

- 8.1 An assessment of infrastructure requirements for education provision is based on the anticipated number of pupils from a proposed development, based on the pupil-per-household (pph) ratio for the relevant catchment, and their impact upon the primary and secondary school rolls at the schools serving the development averaged out over a maximum of a 5 year period from the anticipated development start date. Where a development is anticipated to be phased over a five year period an assessment will be undertaken on the initial phase of development within that period and a review built in for later phases.
- 8.2 The School Roll Forecasts, published by the Council, state the maximum capacity of schools across the City. However, it is highly unlikely that a school can run to the maximum capacity due to the variation in pupil numbers in each year group cohort which varies from year to year (please refer to the Schools Roll Forecast which is updated annually). Therefore, contributions will be sought when a school is forecast to exceed 80% of the maximum capacity of that school. It should be noted that as the roll approaches the school's maximum capacity, i.e. over 80% occupancy, class configurations will become less flexible, potentially further reducing the available spaces.
- 8.3 In secondary schools, variation between pupil numbers in each year group can have an impact on the number of spaces in any year group. In addition, subject choice and changes to curriculum offered can also mean that the operational capacity of a secondary school will vary from year to year. Consequently, the school may effectively have no spaces although it would appear to be under-occupied based on the School Roll Forecast. It should be noted that as the roll approaches the school's capacity, i.e. over 90%, class configurations will become less flexible, potentially further reducing the available spaces and contributions will be required when a school is forecast to be at 90% the schools capacity (90% is the operational capacity for secondary schools).

- 8.4 For development sites which extend beyond a five year period a review period will be built into the legal agreement to monitor the amount of children a development is generating. This is to ensure that requirements reflect the impact from the development.
- 8.5 Once the impact has been identified the required level of contribution is determined using the 'rate per pupil' required to provide the necessary infrastructure at the following rates:

- New build accommodation should be provided where the zoned school roll forecast is for it to exceed current operational capacity or it is already above capacity and the additional pupils from the development will add to this over capacity problem.

Primary – Permanent extension or new build school = £23,000 per pupil generated.

N.B. The cost quoted above for each pupil generated is taken from the most current procurement undertaken by Aberdeen City Council for a school with 10 sq. m. per pupil.

Secondary – Permanent extension or new build school = £30,000 per pupil generated.

N.B. The cost quoted above for each pupil generated is taken from historical figures used during the 3Rs procurement undertaken by Aberdeen City Council (removing any community facility cost) and basing costs on a school with 12.5 sq. m. per pupil.

- It is an expectation of Aberdeen City Council that all newly procured schools will be of an equivalent standard to 3R's schools.
- On larger residential developments, where the development as a whole or as part of a masterplan generates the need for a new school, the applicant will be required to provide a school site or provide a proportionate contribution to the land value, in addition to the contribution to building costs. For Primary provision this should be 2.5 hectares or thereby and for secondary schools this should be 7.5 hectares or thereby of serviced and where possible reasonably flat land, including provision for playing fields (these figures may vary depending on the size of the school i.e. shared school campus). Land figures are based on the School Premises Act (1967) as amended 1973 and 1979. Where both primary and secondary school sites are required the applicant may wish to investigate the possibility of a shared school campus design layout.

- 8.6 Contributions for community facilities (see Section 13) will be less if community facilities are provided as part of the school development and contributions will not be duplicated if they are provided as part of the school development. Developers are encouraged to liaise with Aberdeen City Council's Education, Culture and Sport and Developer Obligations team to agree what community facilities need to be provided.

9. Water and Drainage

- 9.1 There are opportunities within Aberdeen City to develop flood protection schemes that serve a dual purpose as regional Sustainable Urban Drainage Systems (SUDS). These schemes could be built by Aberdeen City Council, on land owned by the Council and 'space' made available either through planning agreements or as commercial agreements, between the Council and developers.
- 9.2 There is also the possibility of developers constructing SUDS / flood protection measures which benefit the City generally but are contained within the footprint of their development. These schemes could be adopted by Aberdeen City Council. Developers are encouraged to contact the Council's Structures, Flooding and Coastal Engineering Team as early as possible.
- 9.2 Developers are also advised to contact Scottish Water as early as possible and to fill out a Pre Development Application Form (found on the Scottish Water website).

10. Health

- 10.1 Infrastructure requirements have been calculated with NHS Grampian on the basis of national health standards and by estimating the likely number of new patients generated by each proposed development. Contributions will be calculated using nationally recognised space standards and build costs, based upon the population requirements for GP surgeries, dental chairs and community pharmacies.
- 10.2 Infrastructure requirements relating to the Masterplan Zones are identified under Policy I1 of the LDP and the LDP Action Programme. The precise need for infrastructure and the process for delivery will need to be discussed and agreed with NHS Grampian at the earliest opportunity in the preparation of proposals for development. Masterplans and planning applications for development will need to reflect the infrastructure requirements identified as well as the means of delivering such infrastructure. Any financial contributions will need to be agreed with the

Council, in consultation with NHS Grampian, before an application can be determined.

11. Open Space and Green Space Network

Open Space

- 11.1 In 2010, the City Council published its first Open Space Audit which has provided a detailed assessment of open spaces across the City, and has informed preparation of the Aberdeen Open Space Strategy, which provides a strategic framework for protecting, creating, connecting, and improving open spaces. This work has provided the basis for determining open space standards and green infrastructure across the City.
- 11.2. Policy NE4 of the Local Development Plan sets out the open space requirements for residential development which states that 2.8 hectares of open space must be provided per 1000 people. This figure will be calculated using the average number of people who live in each dwelling. This information is available from the Scottish Household Survey and is outlined in Figure 4. The categories of open space include Play Space, Outdoor Sports Areas, Natural Greenspace and Green Corridors and Allotments. The existing Green Space Network should not be used or considered as an open space provision.

Figure 4 – Average Household Size

Dwelling Size	Average Household Size (persons)
1 bedroom	1.3
2 bedroom	1.9
3 bedroom	2.6
4 bedroom	2.9
5 bedroom	3.6
6 bedroom	5.0
7 bedroom	6.0

Example:

a development of two hundred three-bedroom houses and one hundred one-bedroom flats will equate to 650 people.

$$(200 \times 2.6 = 520) + (100 \times 1.3 = 130) = 650$$

- 11.3. The Open Space Supplementary Guidance and Open Space Audit will be used to identify the level of provision in the local area, using minimum quantity, quality and accessibility standards. Where the quantity standards have already been met within the surrounding area, it may be appropriate to make improvements to the quality of, and accessibility to, the existing provision using open space audit quality criteria.
- 11.4. In addition, existing outdoor and indoor sports areas which require works other than ground works for playing fields, for example, lighting, changing facilities, spectator areas, car and coach parking, will attract contributions based on a cost per square metre basis for building works. The requirements are assessed and determined so as not to degrade the level of amenity already enjoyed by existing residents. Existing facilities are taken into account and adjustments to the overall rate will be made on a site by site basis.
- 11.5. All other types of development, including commercial, business and employment developments, will need to provide an appropriate level of open space in the context of the landscape setting and the nature and scale of development. Such provision will need to be agreed with the Council at the earliest opportunity in developing proposals for a site.

Green Space Network

- 11.6. As stated in Policy NE1 of the Local Development Plan, development which has an impact on existing wildlife habitats, or connections between them, or other features of value to natural heritage, open space, landscape and recreation, must be mitigated either within or outside of the development. As Green Space Network defines the strategic and priority green infrastructure, mitigation measures should be targeted towards the protection and enhancement of Green Space Network.
- 11.7. Such provision will need to be agreed with the Council at the earliest opportunity in developing proposals for a site. The Open Space Strategy and Supplementary Guidance give more information on the rationale, priorities and delivery mechanisms of the Green Space Network.
- 11.8. Aberdeen City Council has developed a Green Space Network Geographic Information System (GIS) online Tool which should be used to develop, promote and enhance the network.

12. Library Provision

- 12.1. Where there is deemed to be an impact on current provision from new development, the Council will seek contributions towards the creation of

libraries. The guideline requirement for floor area in relation to population indicates that a building of at least 42 m² per 1,000 residents is required. As the population criteria are exceeded only by continued expansion of the settlement by developers the need for a contribution towards such facilities is therefore reasonable and justifiable. The Authority will plan for any contributions towards improvements to the service provision in the most effective manner.

- 12.2 Contributions are calculated assuming 2.3 persons per household, at build cost of £1,175 per m², required by the population arising from the development.

13. Community Facilities

- 13.1 Where there is deemed to be an impact on current provision from new development, the Council will seek contributions towards the creation of community facilities. This is calculated on the requirement of 0.69 m² of community facility per dwelling unit as determined for small to medium size developments. This is to ensure that existing residents are not disadvantaged by an increase of usage from additional residents the proposed development would generate. The level of contribution is determined by the size of the existing facilities and current population served by the facilities together with the anticipated increase in the population served by the new development. In some instances there will be no contribution required if the facilities are of adequate size to cope with both existing and anticipated usage.

- 13.2 Contributions are calculated on the basis of the requirement for 0.69 m² of community facilities per household, using a build cost of £1,175 per m².

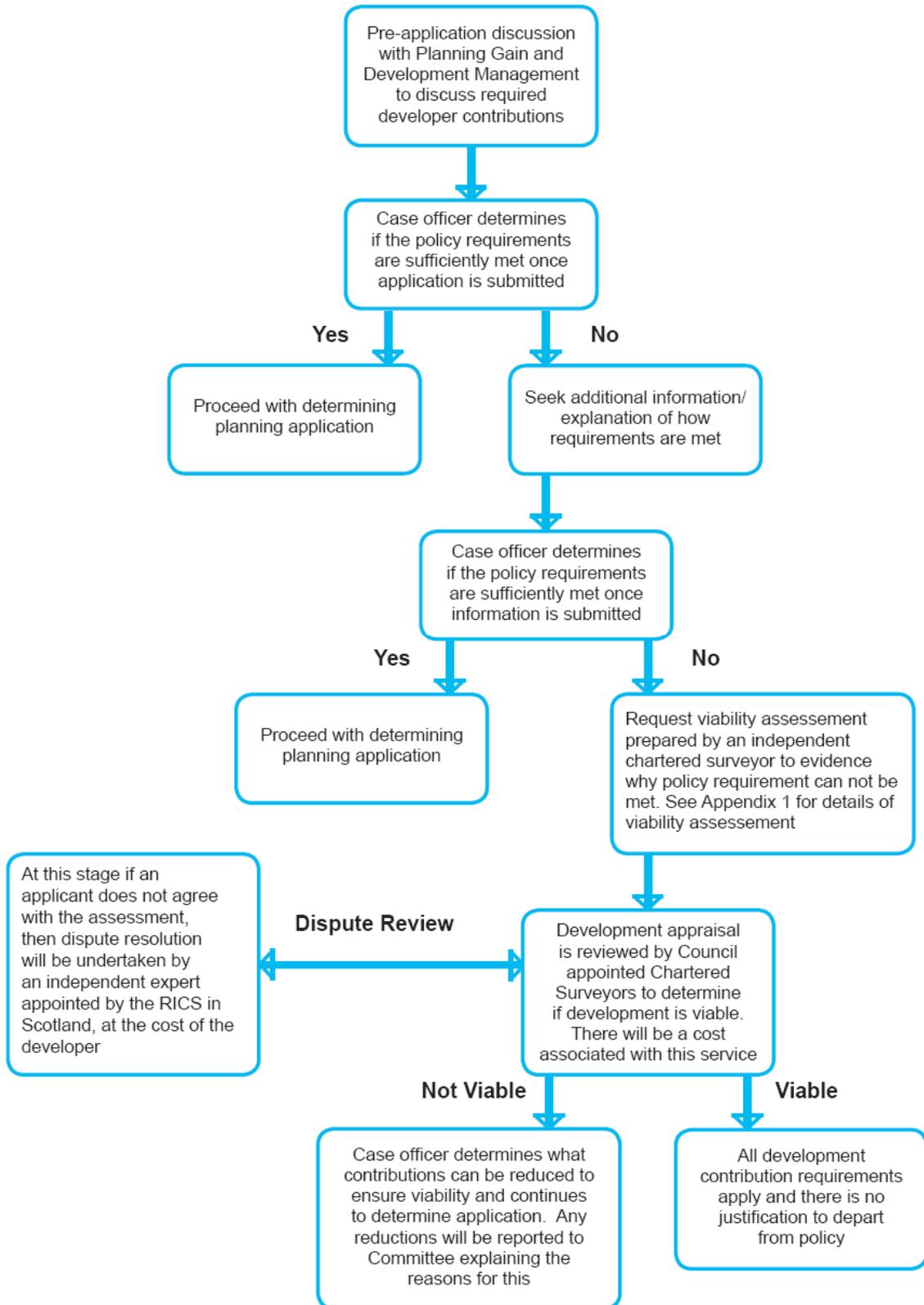
14. Development Viability

- 14.1 The consideration of financial viability is, in the application of planning policy and the negotiation of developer contributions, an essential element in the determination of planning applications. A certain degree of knowledge and understanding is needed by planners and decision-makers as to the viability implications of all of the requirements placed on development, and where difficulties arise in delivering all the requirements, independent expert viability input is required.

- 14.2 In these instances applications must be supported by viability assessments and it is important that these are supported by adequate comparable evidence. For this reason it is important that the appraisal is undertaken by a suitably qualified practitioner. This ensures that

- appropriate assumptions are adopted and judgment formulated in respect of inputs such as values, yields, rents, sales periods, costs, profit levels and finance rates to be assumed in the appraisal. This should be carried out by an independent practitioner and a suitably qualified surveyor.
- 14.3 Development viability reviews will be undertaken on a confidential basis should the following statement be included within each submission to the Council. The advice comes from the RICS guidance note – Financial Viability in Planning.
- 14.4 “This viability report is provided on a confidential basis to the Council. We therefore request that the report should not be disclosed to any third parties (other than consultants instructed by the Council to review this report) under the Freedom of Information Act 2000 (sections 41 and 43(2)) or under the Environmental Information Regulations.”
- 14.5 The following flowchart sets out the Council’s procedure in reviewing the viability of developments when considering all of the developer contributions.

Development Viability Flowchart



Appendix 1

Indicative Outline of what to include in a Viability Assessment

Proposed scheme details

- Floor areas:
 - commercial: gross internal area (GIA) and net internal area (NIA)
 - residential: GIA and NSA
- Residential unit numbers and habitable rooms including the split between private and affordable tenures

Gross development value (GDV)

- Any existing income that will continue to be received over the development period
- Anticipated residential sales values and ground rents (and supporting evidence including deductions for incentives)
- Anticipated rental values and supporting evidence
- Yields for the commercial elements of the scheme and supporting evidence
- Details of likely incentives, rent-free periods, voids
- Anticipated sales rates (per month)
- Anticipated grant funding for affordable housing
- Anticipated value of affordable units (with supporting evidence/explanation of how these have been valued and assumptions)
- Deductions from commercial GDV to reach NDC (Stamp Duty Land Tax (SDLT), agents, legal + VAT).

Costs

- Expected build cost (if required, a full QS cost report also showing how costs have been estimated)
- Demolition costs
- Historic costs (as reasonable and appropriate)
- Site preparation costs
- Vacant possession costs
- Planning costs
- Construction timescales, programme and phasing
- Any anticipated abnormal costs
- Rights of light payments / party walls / over sailing rights
- Details of expected funding and finance rates
- Professional fees, including:
 - architect
 - quantity surveyor
 - structural engineer
 - mechanical/electrical engineer
 - project manager

- letting agent fee
- letting legal fee
- Site Value (see Section 3 of the guidance)
- Other costs

Additional details for projection based viability assessments

- Expected sales growth
- Expected rental growth
- Expected cost inflation
- Credit rate

Development programme

- Pre-build
- Construction period
- Marketing period

Viability cashflow

- Income/value/capital receipt
- Costs
- Phasing (where appropriate)

Benchmark viability proxies

- Profit on cost
- Profit on value
- Development yield
- Internal rate of return (IRR)

Planning application details

- Plans/sections/elevations (as relevant)
- Design and access statement

Sensitivity Analysis

- Two way sensitivity analysis
- Scenario analysis
- Simulation analysis

Accompanying Report (basic outline)

- Executive summary
- Contents outline
- Introduction and background
- Description of site location
- Planning policy context
- Description of scheme
- Market information summary
- Build cost and programme

- Methodology and approach
- Outputs and results
- Sensitivity analysis
- Concluding Statement

15. Definitions

Functional Capacity

The maximum capacity of a school as stated in the School Roll Forecast.

Operational Capacity

This is lower than the functional capacity stated in the Schools Roll Forecast.
This is due to some class sizes having a limit of pupils.

16. Further Reading

Scottish Planning Policy

<http://www.scotland.gov.uk/Resource/Doc/300760/0093908.pdf>

Circular 1/2010 Planning Agreements

<http://www.scotland.gov.uk/Resource/Doc/300295/0093714.pdf>

Aberdeen City and Shire Structure Plan and associated documents

<http://www.aberdeencityandshire-sdpa.gov.uk>

Aberdeen Local Development Plan and associated documents

<http://www.aberdeencity.gov.uk/localdevelopmentplan>

Scottish Water

<http://www.scottishwater.co.uk>

RICS Professional Guidance - Financial Viability in Planning

<http://offlinehbpl.hbpl.co.uk/NewsAttachments/RLP/RICS%20Financial%20viability%20in%20planning.pdf>

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Persley Den (Woodside) Masterplan OP135: Consultation Results
REPORT NUMBER:	EPI/13/259

1 PURPOSE OF REPORT

- 1.1 This report outlines the results of a public consultation exercise undertaken for the Persley Den (Woodside) Masterplan: Supplementary Guidance. A summary of the representations received, officers' responses and detail of any resulting action is provided in Appendix 1 of this Report. Full un-summarised copies of representations are detailed in Appendix 2.

2 RECOMMENDATIONS

- 2.1 It is recommended that the Committee:
- (a) Note the representations received (Appendix 2) on the draft Persley Den (Woodside) Masterplan: proposed Supplementary Guidance document;
 - (b) Approve Appendix 1, which includes officers' responses to representations received and any necessary actions;
 - (c) Agree for officers to send the finalised Supplementary Guidance document to be ratified by the Scottish Government as Supplementary Guidance after the following two key issues have been satisfactorily resolved:
 - 1. Confirmation Scottish Environment Protection Agency is satisfied with the findings of the finalised Flood Risk Assessment.
 - 2. Confirmation Aberdeen City Council Planning Authority is satisfied that the development would be served by adequate public transport provision.

2.2 Definitions

'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 and therefore carries the same weight. Supplementary Guidance status for Masterplan documents is extremely important as it sets out a mutual agreement between the Planning Authority and the developer to ensure certainty in decision-making for the way a site will be developed. Without Supplementary Guidance status design principles contained in Masterplans are at risk of being undermined and/or altered leading to potential delays and complications in dealing with subsequent planning applications.

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 (please refer to Section 5 of this Committee Report). Following the specified consultation period and as a result of comments received, relevant changes will be made to the final document as agreed by Committee (please refer to Appendix 1 & 2), and subsequently submitted to Scottish Ministers for consideration. 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. Any future publication costs can be met through existing budgets.

4 OTHER IMPLICATIONS

- 4.1 The progression of the SG document will provide a clear strategy for decision making, allowing comprehensive guidance for both applicants and officers, thereby making a significant contribution towards the Council's aim of promoting and achieving sustainable development. Detailed area-based SG also has value in reducing officer time spent on applications discussions.
- 4.2 The Masterplan contributes towards a higher rate of new house building in the City, including affordable housing provision of 37.5%. The masterplan proposes to deliver a fixed number of 150 affordable

housing units (equating to 37.5%). This figure does vary from the 50% as specified in the Aberdeen Local Development Plan; however, the principle of delivering 150 affordable units on the site was approved as a result of the Enterprise, Strategic Planning and Infrastructure Committee meeting on 12 November 2013 (Item Number 7.8) whereby the Masterplan was approved as Interim Planning Advice. A detailed affordable housing delivery strategy will be submitted as part of any subsequent planning application.

- 4.3 A Strategic Environmental Assessment (SEA): Screening Report has been undertaken on the Persley Den (Woodside) site. The report concluded that the Masterplan is unlikely to have significant environmental effects. This conclusion was confirmed by the 3 key statutory agencies through their consultation responses which were received on 6 December 2013 and the decision has been advertised. The 3 key agencies are Scottish Natural Heritage, Scottish Environmental Protection Agency and Historic Scotland.

5 BACKGROUND / MAIN ISSUES

- 5.1 The Persley Den Masterplan has been prepared as a framework for the future development of land identified in the Aberdeen Local Development Plan (2012) as Opportunity Site (OP135). It was produced by Halliday Fraser Munro on behalf of GSS Developments (Aberdeen) Ltd, Aberdeen Lads Club and Aberdeen City Council (Asset Management).
- 5.2 The Persley Den (Woodside) Masterplan can be viewed by accessing the following link:
- www.aberdeencity.gov.uk/masterplanning
- 5.3 The Persley Den (Woodside) Masterplan was presented to the Enterprise, Strategic Planning and Infrastructure Committee on 12 November 2013 (Item No. 7.8) where the Committee approved the recommendations to; (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 – this included a 4 week public consultation.
- 5.4 Bucksburn & Newhills, Northfield, Bridge of Don, and Tillydrone community councils were given advance notification of the upcoming consultation 2 weeks before the 12 November Committee meeting.
- 5.5 Key consultees were contacted regarding the public consultation. A hard copy of the Persley Den (Woodside) Masterplan was also sent to the four community councils mentioned above.
- 5.6 The following list highlights the key parties that were consulted:

Aberdeen City and Shire Strategic Planning Authority	Planning Obligations
Aberdeen City Council Archaeology	RSPB: East Scotland
Aberdeen City Council Roads Development Control	Scottish Natural Heritage
Aberdeen Cycle Forum	SEPA
Aberdeen Outdoor Access Forum	Scottish Enterprise Grampian
Aberdeenshire Council	Scottish Water
ACSEF	Scottish Wildlife Trust
Bridge of Don Community Council	Sport Scotland
Bucksburn & Newhills Community Council	The River Don Trust
Forestry Commission Scotland	Tillydrone Community Council
Historic Scotland	Transport Scotland
NESTRANS	Woodside Care Home
NHS Grampian	Persley Castle Care Home
Northfield Community Council	

5.7 The Persley Den (Woodside) Masterplan was available to view and publicised via the following methods:

- Publication of document on Aberdeen City Council Website 'Current Consultations' page
<http://www.aberdeencity.gov.uk/consultations>
- Publication of document on Aberdeen City Council Website 'Masterplanning' page
<http://www.aberdeencity.gov.uk/masterplanning>
- Hard copy of document available for viewing at Marischal College between 9am and 5pm Monday to Friday, by contacting the Planning and Sustainable Development Reception. Relevant planning officers were also identified to be available to help answer queries from members of the public who visited the Planning Reception regarding the Persley Den (Woodside) Masterplan.
- Hard copy of the document and consultation poster made available at Woodside Library and Woodside Customer Access Point & Community Centre.
- Press Release from Aberdeen City Council issued on 18 November 2013 entitled "Consultation on Persley Den (Woodside) Masterplan".
http://www.aberdeencity.gov.uk/CouncilNews/ci_cns/pr_PersleyDenMasterplanconsultation_181113.asp
- Information giving details of the consultation and how to submit comments provided by relevant Planning Officer via radio interview with Original 106 Radio on 18 November 2013.

- Information giving details of the consultation published in the Aberdeen Local Development Plan Newsletter.
 - Letters with consultation information sent to Bucksburn & Newhills, Northfield, Bridge of Don, and Tillydrone community councils.
- 5.8 Representations on the Persley Den (Woodside) Masterplan could be submitted by email or post. A total of 14 representations were received during the consultation, from the following respondents:
- Historic Scotland
 - Scottish Water
 - Local Resident 1
 - Scottish Natural Heritage
 - Council Sport and Physical Activity Strategy Team
 - Transport Scotland
 - Aberdeen Outdoor Access Forum
 - Local Resident 2
 - Sport Scotland
 - Forestry Commission Scotland
 - Tillydrone Community Council
 - Scottish Environmental Protection Agency
 - Aberdeen City Council Archaeology Officer
 - Aberdeen City Council Roads Development Control
- 5.9 A summary of the representations received, officers' responses and detail of any resulting action is provided in Appendix 1 of this Report. Full, un-summarised copies of representations are detailed in Appendix 2.
- 5.10 It should be noted that all comments received as part of the consultation are shared with the design team, relevant Planning and Roads Officers for consideration during future planning application processes.

Key issues

The following sections provide a summary of the key issues raised during the consultation and responses to such issues.

5.11 Lack of sustainable travel options, including public transport

- The Masterplan acknowledges there are difficulties with public transport provision to the site, bus operator's unwillingness to divert services and that this situation may change in the future alongside other nearby development proposals.

- Initial discussions with both bus operators and Council Roads Development Control Officers have taken place at the masterplanning stage, however it is accepted that the Masterplan document does not offer clarity with regard to how the development will be in accordance with Scottish Planning Policy, PAN 75 and the Council's Transport and Accessibility Supplementary Guidance – to provide an adequate level of public transport provision. Further work and assessment of the proposed public transport provision will be required within the Masterplan.
- A number of potential mitigation and/or compensatory options should be explored to ensuring adequate public transport provision, for example enhanced pedestrian access, dedicated routes, pedestrian/cycle bridges etc. Any such options may have other constraints and/or environmental considerations which will require assessment. The corresponding 'Public Transport Connections' section of the Masterplan document (pages 43-45) must therefore be updated accordingly and show a clear commitment to providing adequate public transport provision to serve the development in accordance with local and National planning policy.
- This must be reflected in the Masterplan document, prior to it being submitted to Scottish Ministers for consideration as Supplementary Guidance. Once adequate public transport provisions have been agreed, further details will be confirmed through the Transportation Assessment and planning application stages.
- The Persley Den Masterplan site offers good connectivity to the Core Path network and is directly associated with National Cycle Route 1. The Masterplan aims to create attractive routes and enhance existing routes to promote sustainable transport. However, further detail on how the development will promote/provide sustainable travel will be requested to supplement Section 6.7 of the Masterplan document.
- Section 12 of the Masterplan highlights the requirement for a residential travel plan leaflet to be developed as part of the development to highlight options available to residents.

5.12 Flooding

- A flood risk assessment has informed the production of the Masterplan, which concludes that no part of the developed site is at risk of flooding. Further details can be found in Section 4.8 of the Masterplan.
- A copy of the Finalised Flood Risk Assessment has been sent to the Scottish Environmental Protection Agency (SEPA) for further consultation. The Masterplan will not be progressed to Scottish Ministers for adoption as Supplementary Guidance until SEPA have confirmed they are satisfied with the findings of the Flood Risk Assessment. Feedback on this issue will be available prior to

Committee and a verbal briefing update given at the Committee meeting.

5.13 Ability of local road infrastructure to cope with increased traffic

- The Masterplan document states that a Transport Assessment will be carried out as part of any planning application to consider the potential impact of the new development. It is for the Transport Assessment to determine whether development can be accommodated on the road network and to determine the type and level of infrastructure required.
- Road schemes to alleviate congestion across the City such as the AWPR, Third Don Crossing and the Haudagain junction improvement are all progressing; however, any proposals for a specific development, such as at Persley Den, in advance of these schemes will be determined through this Transport Assessment and the appraisal process.
- Ultimately the precise level of infrastructure requirements and developer contributions for any development will be agreed with the Council, and other statutory agencies such as Transport Scotland, at the planning application stage.

5.14 Objection to the proposed increase in housing units from 300 up to 400

- The Masterplan does propose an overall increase in the number of housing units, from the OP135 allocated 300, up to 400 units. This proposed increase was detailed in the corresponding Committee Report (EPI/13/207, Item No. 7.8) at the Enterprise, Strategic Planning and Infrastructure's meeting on 12 November 2013. The Masterplan presents a design solution to provide for 400 housing units on the site and it should be noted that all of the proposed housing will be located within the constraints as defined by the OP135, Green Belt and Green Space Network boundary designations.

5.15 Loss of Sports Pitches

- As part of the masterplanning process to date, the design team/developer has completed an assessment of the existing sports provision on the site (Section 4.9 of the Masterplan). This assessment has resulted in a 'package' of upgrading / replacements of pitches and financial contributions.
- Although it is accepted that the upgrading of 2 pitches would not compensate for the loss of pitch areas on the site, the Masterplan does commit to a financial contribution being made to compensate for the loss of pitches. As a result, and on the assumption that further details are obtained at the planning application stage which shows that

replacement capacity has been provided, the development proposals will comply with planning policy.

- Specific details of the proposed pitch upgrades and management will form part of a detailed Sports Pitch Assessment which will be submitted alongside any future planning application for the site, preferably at the pre-application stage. This will be developed and assessed through continued consultation with Sport Scotland. Exact details of financial contributions will be subject to a legal agreement as part of any future planning application process.

5.16 Impact on wildlife

- The value of the area for wildlife is understood and expressed through the designations of the River Don and Kittybrewster-Inverness Railways Line Local Nature Reserves, the Green Space Network and Green Belt. An ecological survey has informed the production of the Masterplan and the document recognises the importance of the wildlife designations and considerations for the site. The Masterplan aims to work with the site landscape, topography and ecological assets whilst accommodating the proposed new development. It proposes four key opportunities in this respect:

- (1) Improve wildlife corridors
- (2) Implementation of an ecology management programme
- (3) Increase biodiversity
- (4) Improve River Don water quality

- A full Ecological Survey will be submitted as part of any planning application for the OP135 site, which will include any necessary protected species surveys.
- The development proposed is maintained within the limits of both the OP135 site boundary and the boundaries of the Green Space Network and Green Belt boundaries. As a result the green space network is maintained. Detailed ecological and tree surveys will be completed and submitted as part of any future planning application which will inform the detailed layout on site, including exact sizes of proposed open spaces and green corridors in addition to the retained Green Space Network and Green Belt.

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 and bring up a family.
- 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 The proposal is consistent with the Aberdeen City Council: Strategic Infrastructure Plan regarding the step change in the supply of housing, including delivering affordable homes for both rent and sale, and enabling the private sector to deliver.

7 BACKGROUND PAPERS

- 7.1 Persley Den (Woodside) Committee Report (Agenda Item No. 7.8, Enterprise, Strategic Planning and Infrastructure Committee, 12/11/2013)
<http://committees.aberdeencity.gov.uk/mgChooseDocPack.aspx?ID=2897>
- 7.2 The Persley Den (Woodside) Masterplan (November 2013) can be viewed by accessing the following link:
www.aberdeencity.gov.uk/masterplanning
- 7.3 Aberdeen Local Development Plan 2012
<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=42278&slID=9484>
- 7.4 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
- 7.5 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>

- 7.6 Aberdeen City Council: Strategic Infrastructure Plan (Committee Report OCE/13/033, agenda item 14, Full Council, 31/10/13)
<http://committees.aberdeencity.gov.uk/documents/s33119/Strategic%20Infrastructure%20Plan.pdf>

8 REPORT AUTHOR DETAILS

Rebecca Kerr

Planner – Masterplanning, Design and Conservation

 01224 (52) 2241

 rekerr@aberdeencity.gov.uk

**EPI/13/259: Persley Den (Woodside) Masterplan OP135: Public Consultation Results
Summary, Officer Response and Actions**

Historic Scotland		
<i>Summary of Representation</i>	<i>Officers Response</i>	<i>Action as a result of Representation</i>
None of our statutory interests will be affected by the proposals for the area in question. Welcome the preparation of the brief and confirm we have no further comments.	Comments noted.	No amendment proposed as a result of the representation.
Advise you also seek comments from your Council's Conservation and Archaeology Services who will also be able to advise on the potential for significant impacts on the historic environment and of potential impacts and mitigation for any sites of regional and local importance.	Comments noted. Conservation colleagues have been involved in the preparation of the Masterplan and detailed advice will be sought from the Council's archaeology department during planning application stages. However, at the Masterplan stage there are no historical sites which will be affected by the development.	No amendment proposed as a result of the representation.
Scottish Water		
<i>Summary of Representation</i>	<i>Officers Response</i>	<i>Action as a result of Representation</i>
Scottish Water previously commented on the Draft Persley Den (Woodside) OP135 Masterplan [during an earlier stakeholder consultation] and we have no additional comments to make in regards to the foul and surface water drainage for the development.	Comments noted.	Clarify corresponding text in Section 12 of the Masterplan. Advise developer and design team to

<p>We would always encourage early engagement between the developer and our Customer Connections Team, to discuss available strategic and network capacity, as well as proposed SUDS design if the system is to be vested with Scottish Water.</p> <p>In relation to Section 12 - Infrastructure and Developer Contributions, I would like to clarify that developers are not required to contribute to upgrades at our Water or Wastewater Treatment Works (Part 4 Assets). They will however be required to lay any water mains, sewers, pumping stations or other Part 3 Assets essential to supporting their development and maintaining our existing customers' level of service. The developer will be eligible for a Reasonable Cost Contribution from Scottish Water towards these costs.</p>	<p>engage with Scottish Water at an early stage in the detailed design stages.</p>
<p>Local Resident 1</p>	
<p><i>Summary of Representation</i></p>	<p><i>Action as a result of Representation</i></p>
<p>The area is an important wildlife corridor, where there are roe deer, foxes, otters, tawny owls, dippers amongst many others.</p>	<p>No amendment proposed as a result of the representation.</p>
<p><i>Officers Response</i></p>	<p><i>Action as a result of Representation</i></p>
<p>Comments noted. The value of the area for wildlife is understood and expressed through the designations of the River Don and Kittybrewster-Inverness Railways Line Local Nature Reserves, the Green Space Network and Green Belt.</p>	<p>No amendment proposed as a result of the representation.</p>

	<p>An ecological survey has informed the production of the Masterplan and the document recognises the importance of the wildlife designations and considerations for the site. The Masterplan aims to work with the site landscape, topography and ecological assets whilst accommodating the proposed new development. It proposes four key opportunities in this respect:</p> <ul style="list-style-type: none"> ● Improve wildlife corridors ● Implementation of an ecology management programme ● Increase biodiversity ● Improve River Don water quality <p>A full Ecological Survey will be submitted as part of any planning application for the OP 135 site, which will include any necessary protected species surveys.</p>	<p>Advise design team / developer that detailed tree and ecological surveys (included protected species surveys) will be required as part of any future planning application.</p>
<p>Whilst the outline sounds very good, it is squeezing more housing into an important recreational and wild area that brings space into the city and allows wild creature a space to stay.</p>	<p>The Persley Den (Woodside) site is allocated as Opportunity site OP135 in the Aberdeen Local Development Plan. The development proposed is maintained within the limits of both the OP135 site boundary and the boundaries of the Green Space Network and Green Belt boundaries. As a result the green space network is maintained. Detailed ecological and tree surveys will be completed and submitted as part of any future planning application which will inform the detailed layout on site, including exact sizes of proposed open spaces and green corridors in addition to the retained Green Space Network and Green Belt.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>The woodland helps with flood control of the</p>	<p>Comments noted and the benefit woodland has to control</p>	<p>No amendment</p>

<p>river Don as well; the loss of trees would worsen that situation.</p>	<p>flood water is understood and the Masterplan states that the development should work with the existing topography and any opportunities for the Sustainable Urban Drainage Systems should be optimised.</p> <p>The Masterplan understands the site has a strong, well established landscape setting. The existing tree belts, woodland and river will be celebrated, improved and strengthened where possible and existing tree lined roads will be upgraded sensitively to minimise any potential damage the established trees.</p> <p>The Masterplan proposes a number of key objective with regard to the importance of trees and woodland:</p> <ul style="list-style-type: none"> • Improved maintenance and care of trees • Strengthen existing historic tree belts • Supplementary planting • Removal and management of diseased and dangerous trees • Improve wildlife corridors • Provide an established, attractive setting for new development <p>A detailed landscape strategy, including details of species choice and maintenance, will be submitted as part of any future planning application for the site. In addition, a detailed assessment of trees with regard to proximity to new housing, separation distance and excavation impacts will form part of any future planning application for the site.</p>	<p>proposed as a result of the representation.</p> <p>Advise design team / developer that detailed tree and ecological surveys (included protected species surveys) will be required as part of any future planning application.</p>
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Scottish Natural Heritage		
<i>Summary of Representation</i>	<i>Officers Response</i>	<i>Action as a result of Representation</i>
No comments to make in in this case.	Noted.	No amendment proposed as a result of the representation.
Council Sport and Physical Activity Team		
<i>Summary of Representation</i>	<i>Officers Response</i>	<i>Action as a result of Representation</i>
1. We have concerns regarding the loss of pitches. We acknowledge that there is an intention to upgrade pitches however our concern is that the overall number of pitches will be reduced significantly.	The Persley Den (Woodside) site is allocated as Opportunity site OP135 in the Aberdeen Local Development Plan. The masterplanning process has included an assessment of the existing pitch provision on the site, which has included consultation with Sport Scotland. This assessment has resulted in a package of upgrading / replacement and financial contributions which has been agreed in principle with Sport Scotland. In addition to the proposed upgrading of the two pitches on the site, an off site financial contribution will be agreed and controlled through a legal agreement as part of any future formal planning application. Such an application will require a Sports Pitch Assessment to provide specific details of pitch provision, upgrading works, management and off-site contributions. As a result of this approach, the development of OP135 would result in no net loss of sports pitches, which is in line with Scottish Planning Policy and the Aberdeen Local	No amendment proposed as a result of the representation. Advise design team / developer of the requirement for Sports Pitch Assessment as part of any planning application.

<p>2. Please advise who will provide the revenue budgets to manage and maintain this pitch area.</p>	<p>Development Plan.</p> <p>It is not within the remit of the Masterplan to determine or detail specific arrangements or level of funding for the management of the new sports pitch provision. Any planning application will include a Sports Pitch Assessment to provide specific details of pitch provision, upgrading works, management and off-site contributions and any necessary contributions will be managed through a legal agreement.</p>	<p>No amendment proposed as a result of the representation.</p> <p>Advise design team / developer of the requirement for Sports Pitch Assessment as part of any planning application.</p>
<p>3. Following a discussion with users of the Woodside Sports Complex on 18.11.13 we know that there is not capacity to accommodate additional teams from these pitches on this site and some of the users are already having to use municipal pitches in the city for matches and they are having to consider putting portacabins on site. Please advise how you intend to accommodate the additional users given that the developer intends to demolish the pavilion but not replace.</p>	<p>The Masterplan states that upgrading works will be completed as part of the new pitch strategy for the site, and at present these upgrades are proposed for the Woodside Sports Complex. Any planning application will include a Sports Pitch Assessment to provide specific details of pitch provision, upgrading works and management.</p>	<p>No amendment proposed as a result of the representation.</p> <p>Advise design team / developer of the requirement for Sports Pitch Assessment as part of any planning application.</p>
<p>4. Within this consultation document it refers</p>	<p>The 'Woodside Sports Village' concept is referred to in section</p>	<p>No amendment</p>

<p>to the woodside sports village. We would not classify 1 x 11 aside pitch and 1 x 7 aside pitch with no changing as a sports village.</p>	<p>1.2 of the Masterplan. This development concept was promoted at an earlier stage in the masterplanning process. The masterplan vision still includes sports pitches and facilities to the north and east of the site. However, since the earlier 'sports village' development concept and as a result of specialist input, technical analysis and detailed site design stages – this vision has been amended to reflect the current Masterplan proposals.</p>	<p>proposed as a result of the representation.</p>
<p>5. Parking is already an issue at the Woodside Sports Complex site and if the proposal is that users of the pitches at Persley Den use the changing accommodation at Woodside Sports Complex the assumption is that they will also park in this area. How will the parking issue be addressed for the current users of this facility?</p>	<p>The Masterplan states that upgrading works will be completed as part of the new pitch strategy for the site, and at present these upgrades are proposed for the Woodside Sports Complex. Any planning application will include a Sports Pitch Assessment to provide specific details of pitch provision, upgrading works and management. Management of the site should consider car parking as an issue and it is agreed that this requires to be considered in this assessment along with a detailed Transport Assessment.</p>	<p>Sports Pitch Assessment and Transport Assessment required as part of any future planning application. Advise developer / design team that such assessments should take account of car parking issues and management options.</p>
<p>Transport Scotland</p>		
<p>Summary of Representation</p>	<p>Officers Response</p>	<p>Action as a result of Representation</p>

<p>We refer to the consultation request issued to Transport Scotland, which has been passed to JMP (as their term consultants) to comment.</p> <p>Transport Scotland's primary consideration will be the potential impact these proposals will have on the safe and efficient operation of the A90 (T) trunk road. It is noted that the masterplan proposes that this development will be accessed from a new junction on the A90 Muggiemoss Road. This is to incorporate relocated access to Hutcheon Low Drive and Persley Bridge Nursing Home and is likely to be signalised.</p> <p>The masterplan notes correctly that the details of this junction will require to be confirmed through the TA process. In that regard we would advise that Transport Scotland (and your roads colleagues) have already commenced discussions with the developers and their consultants regarding the scope of the necessary TA. These discussions have highlighted the need to demonstrate an appropriate form of access from the A90 that does not adversely affect operating conditions.</p> <p>The programme for development on page</p>	<p>Comments noted. Discussions have begun with Council road officers and the developers to discuss both the content of a forthcoming detailed Transport Assessment and detailed junction/road design issues.</p>	<p>No amendment proposed as a result of the representation.</p> <p>Comments to be passed on to design team / developer and Council Roads and Project Officers.</p>
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<p>63 indicates house building commencing from 2016. By this time it is anticipated that the 3rd Don Crossing would be complete, which is likely to provide more favourable conditions to accommodate new/modified junctions along the A90 (T). Thereafter the AWPR is anticipated to provide further relief. Allowance for these infrastructure projects will therefore require to be included as part of any phasing strategy within the TA.</p> <p>We trust these comments are of assistance and look forward to continued discussion on the delivery of these development proposals.</p>		
Aberdeen Outdoor Access Forum		
<p><i>Summary of Representation</i></p>	<p><i>Officers Response</i></p>	<p><i>Action as a result of Representation</i></p>
<p>Page 7 of document states "...public exhibitions in the Citizen newspaper..." Is the Citizen widely available in Aberdeen area?</p>	<p>The Citizen is a free newspaper, available throughout Aberdeen in paper format or online and is frequently used to advertise planning issues, consultations and associated notices. As part of the early consultation on the masterplan, the design team sent invitations to 400 local residents and businesses to advertise the early consultation events and launched a corresponding website. As part of the most recent 4 week statutory public consultation (ran by the Council) the following means of advertisement were carried out and this is considered an appropriate level to ensure the consultation</p>	<p>No amendment proposed as a result of the representation.</p>

	<p>and proposals have been adequately publicised.</p> <ul style="list-style-type: none"> • Publication of document on Aberdeen City Council Website 'Current Consultations' and 'Masterplanning' web pages. • Hard copy of document available for viewing at Marischal College between 9am and 5pm Monday to Friday. • Hard copy of the document and consultation poster made available at Woodside Library and Woodside Customer Access Point & Community Centre. • Press Release from Aberdeen City Council issued on 18 November 2013 entitled "Consultation on Persley Den (Woodside) Masterplan" which was picked up by local media such as the Evening Express and Original 106 Radio. • Information giving details of the consultation and how to submit comments provided by relevant Planning Officer via radio interview with Original 106 Radio on 18 November 2013. • Information giving details of the consultation published in the Aberdeen Local Development Plan Newsletter. • Letters sent to Bucksburn & Newhills, Northfield, Bridge of Don, and Tillydrone community councils. 	
<p>Mention of Suburban railway service (page 14) mentions "...five stations...existed between Aberdeen Joint Central Station and...Dyce Station". There were historically more than five stations. [details of stations</p>	<p>Comments noted.</p>	<p>Amend corresponding text on page 14 to accurately reflect railway history as</p>

<p>provided]. The site of the former Persley Station is close to the present access road leading to Hutcheon Low.</p>		<p>per representation.</p>
<p>The Core Path network in the area has been recognised as has other routes to access green space for recreations purposes.</p>	<p>Comments noted.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>The linear connectivity along the Don is to the east with Core Path (CP) 7 joining CP 6 at Jacob's Ladder / Grandhome Bridge. CP 7 comes to a dead end near to the Mugiemoss end of Persely Bridge and will have no western link with Aspirational Route (AP) 6, which is proposed for the Danestone bank of the Don at this location. A safe route for cyclists and pedestrians would be appreciated at this point to link Persley Den with AP6 and the Tesco supermarket at Danestone on the other side of the Persley Bridge.</p>	<p>Core Path 7 currently meets up with Mugiemoss Road roundabout where the existing path network provides connections north towards the Tesco across Persley Bridge. By connecting into the existing path network the principle of the connection is established in the Masterplan. Any new core path route or connection could only be established as part of a core path plan review.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>The link to the Woodside Sports Complex and an improved NCN 1 is appreciated, but is this route presently used by parent driving young football and rugby players to matches and training?</p>	<p>Comments noted. The principle of an improved connection along this route is detailed in the Masterplan. However, the detail of the form, usage and management of this route is to be determined in the Transport Assessment. The Transport Assessment will also take account of parking issues/pressure within the site.</p>	<p>No amendment proposed as a result of the representation.</p>

<p>Unfortunately the development generally appears isolated from the wider CP network.</p>	<p>The route of Core Path 7 runs through the OP135 site to the north of the site, along the River Don corridor. Connection from the development site to the core path network is shown in the Masterplan and therefore the site is considered to have good connectivity into the core path network.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>Links to routes outside the development may be problematic, especially with safer access to schools along busy routes such as Great Northern Road, junctions at Don Street and St Machar Drive.</p>	<p>Potential routes to schools have been outlined in the Masterplan, however it is noted that some of these routes in their present form may not be suitable.</p> <p>Section 6.7 on page 47 of the Masterplan refers to the requirement for safe routes to schools will be considered in detail as part of any planning application and associated Transport Assessment for the site, including whether any mitigation and/or improvements are necessary to such routes.</p>	<p>No amendment proposed as a result of the representation.</p> <p>Advise design team / developer of requirement to consider Safe Routes to Schools as part of Transport Assessment and planning application.</p>
<p>A key point will be the traffic situation in the surrounding roads along with other proposed developments (Grandhome, Mugiemoss, Newhills Expansion, ABZ & D2 business parks along with smaller flatted developments in the surrounding area). Concerns regarding the ability of the AWPR</p>	<p>The Masterplan document states that a Transport Assessment will be carried out as part of any planning application to consider the potential impact of the new development. It is for the Transport Assessment to determine whether development can be accommodated on the road network and to determine the type and level of infrastructure required.</p>	<p>No amendment proposed as a result of the representation.</p>

<p>to divert traffic and new developments will still carry an excessive traffic flow, even after the AWPR has opened. New developments will generate different traffic flows and internal routes and these journeys may be achieved without a need to access the AWPR.</p>	<p>Road schemes such as the AWPR, Third Don Crossing and the Haudagain junction improvement are all progressing; however, any proposals for a development, such as Woodside, in advance of these schemes will be determined through this Transport Assessment and the appraisal process.</p> <p>Ultimately the precise level of infrastructure requirements and developer contributions for any development will be agreed with the Council, and other statutory agencies such as Transport Scotland, at the planning application stage.</p>	
<p>Figure 75 (page 46) details cycling routes and facilities and local junctions/routes which require care on approach by both cyclists and pedestrians. The dual use of the pavement along Great Northern Road / Auchmill Road is recognised on Figure 75. There is an unprotected crossing over Mugiemoss Road at the Haudagain Roundabout for cyclists and pedestrians.</p>	<p>Comment noted, however it does relate to an existing crossing. It is the subject of the Transport Assessment as part of a planning application to consider and assess whether any mitigation measures are required to the surrounding road network, including any junction or crossing improvements.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>A popular bus stop on Great Northern Road, close to roundabout, sees First Bus Services 17 / 17A / 18. Here is a promoted cycle route sharing an area with a wide cross-section of the public, which includes those with mobility problems.</p>	<p>Comments noted, however it does relate to user-conflict along an existing promoted cycle route. It is not within the remit of this Masterplan document to revise this route or define users; however the Transport Assessment will consider what improvements are necessary to the surrounding network in order to accommodate the new development.</p>	<p>No amendment proposed as a result of the representation.</p>

<p>Traffic on the A90 (T) may be eased by the construction of the Third Don Crossing.</p>	<p>Comments noted.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>Page 32, Figure 59 and Page 48-50 Figures 78-82 reference a designing streets approach which will hopefully lead to slower safer driving throughout the estate. However, concerns have been raised that the surfaces used may not be suitable for all users, for example guide dogs, partially sighted or wheelchair / mobility scooter users and young cyclists.</p>	<p>Comments and concerns noted. The Masterplan does indeed state its desire to approach the development of the Persley Den site through a 'Designing Streets' approach. However, at this stage the detailed design of road and street surfaces has not been defined. All surfaces will be determined through any planning application process and will be the subject of a separate Roads Construction Consent application whereby such issues will be considered in detail.</p>	<p>No amendment proposed as a result of the representation.</p> <p>Advise Council Roads Officers of the concerns raised with regard to accessibility concerns for all users.</p>
<p>Local Resident 2</p>		
<p><i>Summary of Representation</i></p>	<p><i>Officers Response</i></p>	<p><i>Action as a result of Representation</i></p>
<p>Having looked through the Persley Den masterplan that is linked on your website, I am wondering if the most recent plans for distribution of houses is included. The masterplan shows houses in the field in front of Woodside Care home which I had understood were now not being proposed.</p>	<p>Page 34 (Figure 61) of the Masterplan document which was available for public comment as part of the consultation, shows the housing layout which is proposed.</p> <p>'Masterplanning' web page http://www.aberdeencity.gov.uk/masterplanning</p>	<p>No amendment proposed as a result of the representation.</p>

<p>The housing layout as published in the Evening Express on Tuesday 19 November 2013 as well as the Persley Den website shows a different layout including a number of houses in the field to the north of the main development located between Woodside Care Home and Persley Castle. As an aside, if it is the case, it is not helpful to canvas comments on something that is no longer being proposed.</p>	<p>‘Current Consultations’ web page http://www.aberdeencity.gov.uk/consultations</p> <p>A Press Release was issued from the Council on 18 November 2013 containing information of how to access the document available for public consultation which included the above links to the Masterplan document.</p> <p>Earlier forms of the Persley Den (Woodside) Masterplan did include some housing development located in the green area between Persley Castle Care Home and Woodside Care Home, however, this was removed as this section of housing was in the Green Belt. This section of housing was removed prior to Reporting to Committee on 12 November 2013 and the finalised and correct version of the Masterplan was available for public comment at the above links.</p> <p>It appears the design team may not have had time in this interim period to update their website which was used for the earlier consultation events. It is also unfortunate that the Evening Express appear to have used an out-of-date incorrect image when they publicised the consultation.</p>	
<p>The Aberdeen Local Development plan 2012 Proposals map shows the field at the north of the development to be Green Space or Green Space Network (see Figures 1 and 2 below). Assuming that the current plan is the one printed in the Evening Express and not the master plan, I would like to question</p>	<p>Comment noted and agreed. As per the response above with regard to the incorrect image in the Evening Express, the area of housing which was proposed in earlier forms of the Masterplan in the green area between Persley Castle Care Home and Woodside Care Home was requested to be removed. This removal was requested as this section of housing was proposed in the Green Belt and would have been</p>	<p>No amendment proposed as a result of the representation.</p>

<p>why residential housing would be permitted in this area. My concerns are on two levels:</p> <ol style="list-style-type: none"> 1. Regarding the Persley Den development, once houses are built on one area of Green Space/ Green Space Network, the precedent for building on other areas of Green Space/Green Space Network is set and there is no reason to imagine that over time, this field will disappear under housing. 2. On a city-wide note: it seems odd to have taken much time, effort, cost and consideration to designate areas for certain use to then disregard these when developers demand. 	<p>contrary to Policy NE1 and NE2 of the Aberdeen Local Development Plan 2012.</p>	
<p>I would also like to note that the Aberdeen Local Development Plan 2012 allows for the building of 300 homes (see figure 3 below). It seems that the developers are proposing to build 33% more houses than the plan provides for. One of the great charms of this area is that it is an oasis of natural greenspace. It would be sad to lose any more of the greenspace which attracts people to this area in the first place solely to meet developers demands.</p> <p>While, in principle, I support this project; I would like to see it done respecting the land use designations and quantity of houses laid</p>	<p>The Masterplan does propose an overall increase in the number of housing units, from the OP135 allocated 300, up to 400 units. This proposed increase was detailed in the corresponding Committee Report (EPI/13/207, Item No. 7.8) at the Enterprise, Strategic Planning and Infrastructure's meeting on 12 November 2013. Planning officers are confident that a design solution can be found to provide for 400 housing units on the site and it should be noted that all of the proposed housing will be located within the constraints as defined by the OP135, Green Belt and Green Space Network boundary designations.</p>	

out in the Aberdeen Local Plan 2012.		
Sport Scotland		
<i>Summary of Representation</i>	<i>Officers Response</i>	<i>Action as a result of Representation</i>
<p>Thanks for the opportunity to provide comment on Draft 2b (November 2013) of the masterplan. As advised in previous correspondence, we have met with GSS Developments, Aberdeen Lads Clubs and the agent for GSS Developments.</p>	<p>Comments noted.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>The masterplan site contains a number of pitches and is part of a larger playing field area, which includes the Woodside Sports Complex. A significant portion of this playing field area would be removed, and the additional pitches to the north of the site, as envisaged by the Local Development Plan, will not be delivered.</p> <p>National planning policy (paragraph 156 of the SPP), reinforced by Local Development Plan policy (NE3 – Urban Green Space) requires, where there is no evidence of an excess of pitches in an area, that the loss of pitches require to be 'replaced by a new playing field of comparable or greater benefit</p>	<p>Comments noted and agreed.</p> <p>As part of the masterplanning process to date, the design team / developer have completed an assessment of the existing sports provision on the site (Section 4.9 of the Masterplan). This assessment has resulted in a 'package' of upgrading / replacements of pitches and financial contributions.</p> <p>Although it is accepted that the upgrading of 2 pitches would not compensate for the loss of pitch areas on the site, the Masterplan does commit to a financial contribution being made to compensate for the loss of pitches. As a result, and on the assumption that further details are obtained at the planning application stage which shows that replacement capacity has been provided, the development proposals will</p>	<p>No amendment proposed as a result of the representation.</p> <p>Advise design team / developer of the requirement for a detailed Sports Pitch Assessment as part of any planning application. This must include details of upgrading works, maintenance,</p>

<p>for sport and in a location which is convenient for its users, or by the upgrading of an existing playing field to provide a better quality facility either within the same site or at another location which is convenient for its users and which maintains or improves the overall playing capacity in the area' (para 156).</p>	<p>comply with planning policy.</p> <p>Specific details of the proposed pitch upgrades and management will form part of a detailed Sports Pitch Assessment which will be submitted alongside any future planning application for the site, preferably at the pre-application stage. This will be developed and assessed through continued consultation with Sport Scotland. Exact details of financial contributions will be subject to a legal agreement as part of any future planning application process.</p>	<p>management, changing facilitates and measures to compensate for the loss of pitch provision on the site.</p>
<p>We note that the masterplan states that 2 existing pitches will be upgraded but no details of this have been provided as yet. The upgrading of these 2 pitches would not compensate for the loss of pitch areas on the site. The masterplan also states that a financial contribution will be made to compensate for the loss of pitches on the site, again no details of this have been provided as yet.</p>		
<p>While no details are provided, we welcome the masterplan's commitment to meet the national planning policy requirement, through upgrading or the provision of new pitches in the area. We would suggest that the detail of upgrades at the existing pitches on site and the off site compensation provisions be developed as soon as possible in order that these are known prior to the submission of a planning application.</p>		

<p>We enquire how the 2 remaining pitches at the site will be managed, there is existing changing accommodation which will be removed, can these pitches be serviced from Woodside Sports Complex?</p>	<p>Comment noted. Specific details of the proposed pitch upgrades and management will form part of a detailed Sports Pitch Assessment which will be submitted alongside any future planning application for the site, preferably at the pre-application stage.</p>	<p>Advise design team / developer of the requirement for a detailed Sports Pitch Assessment as part of any future planning application. This must include details of upgrading works, maintenance, management, changing facilitates and measures to compensate for the loss of pitch provision on the site.</p>
<p>As noted in responses to previous drafts, our view is that the importance of this playing field area has been downplayed in the masterplan.</p>	<p>Comments noted.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>We note the masterplan shows a SUDs area to the south of the pitches that will remain and we seek confirmation of how this will be managed and constructed in relation to the adjacent pitches.</p>	<p>Confirmation sought from design team / developer.</p>	<p>Confirmation required from the design team / developer and Section 8 of</p>

		Masterplan amended to reflect new information.
We look forward to working with the applicants and Council to find a solution that ensures the pitch loss meets the requirements of national planning policy.	Comments noted and welcomed.	No amendment proposed as a result of the representation.
Forestry Commission Scotland		
<i>Summary of Representation</i>	<i>Officers Response</i>	<i>Action as a result of Representation</i>
<p>The development proposes maintaining the existing trees and woodland and creating new woodland across the development site, this is to be welcomed.</p> <p>However, the Concept Character Map (fig. 58, p32) indicates woodland creation on the steeper slopes along the southern boundary of the development site, linking and enhancing existing woodland; but this woodland planting is not replicated across subsequent concept maps including the landscape plan (fig. 66, p38). Furthermore the existing woodland at the south-western boundary, along Muggiemoss Road is not depicted in most concept maps.</p>	<p>Comments noted. The Masterplan proposes to improve, maintain and enhance existing woodland, policy planting and tree belts which are in line with the Scottish Government's Policy for the presumption in favour of protecting Scotland's woodland resource.</p> <p>A detailed landscape strategy, including details of species choice and maintenance will be submitted as part of any future planning application.</p> <p>However, it is accepted that the proposals for strategic woodland retention, enhancement and new planting could benefit from clarification within the Masterplan document.</p>	<p>Amend relevant sections of the Masterplan (section 6.4) to clarify the proposals in terms of woodland retention, enhancement and new planting.</p> <p>Advise design team / developers of requirement to provide details of proposed tree felling and any new</p>

<p>The Scottish Government's Policy on the Control of Woodland Removal stipulates a strong presumption in favour of protecting Scotland's woodland resources, but also provides recommendations and methodology for managing appropriate woodland removal (www.forestry.gov.uk/woodlandremoval).</p> <p>This plan should be developed in-line with the guidance provided by the Policy. The detailed proposals should indicate all proposed tree felling and any new planting areas.</p> <p>Woodland removal should only be considered on the condition that a clear, concise and time-limited transition plan is in place to mitigate any loss through the development.</p>		<p>planting areas in the Tree Survey (including a time-limited transition plan) to be submitted as part of any future planning application.</p>
<p>Tillydrone Community Council</p>		
<p><i>Summary of Representation</i></p>	<p><i>Officers Response</i></p>	<p><i>Action as a result of Representation</i></p>
<p>The proposals are not firm enough on matters of Access to meet the Masterplan objective, "Create attractive routes and</p>	<p>The Masterplan site offers good connectivity to the Core Path network and is directly associated with National Cycle Route 1 which offers connections along a promoted route to key</p>	<p>Further detail of how the development will</p>

<p>enhance existing routes to promote sustainable transport".</p> <p>The development proposals do little to convince any discerning reader that the new residents will use sustainable means of travel.</p> <p>Statements such as "There is an ambition to provide a pathway...", and "There is a long-term aspiration to develop a Donside cycle way..." are simply not good enough.</p> <p>Well maintained walking and cycle paths need to be constructed prior to or at the same time as the Persley Den development, and these routes, to encourage uptake of active travel.</p>	<p>destinations in the City. As noted, the Masterplan aims to create attractive routes and enhance existing routes to promote sustainable transport.</p> <p>Section 12 of the Masterplan highlights the requirement for a residential travel plan leaflet to be developed as part of the development to highlight options available to residents.</p> <p>However, further detail of how the development will promote/provide sustainable travel will be requested to supplement Section 6.7 of the Masterplan document.</p> <p>Reference to the requirement for any necessary upgrades to Core Path 7 must be added to Section 6.7 of the Masterplan, with details such as path dimensions and surface material to be confirmed as part of future planning application process.</p> <p>Section 6.7 should be amended to show additional points of access to the site from Core Path 7.</p>	<p>promote/provide sustainable travel added to Section 6.7 of the Masterplan.</p> <p>Amend Section 6.7 (page 43 & 47) to illustrate additional access points to Core Path 7 and to include reference to the following: "Core Path 7 will require upgrading, with details such as path dimensions and surface material to be confirmed as part of future planning application process."</p>
<p>Masterplan relies on the existing low valued public transport provision.</p> <p>Greater expenditure must be allocated to providing an efficient public transport system.</p>	<p>The Masterplan acknowledges there are difficulties with public transport provision to the site, bus operator's unwillingness to divert services and that this situation may change in the future alongside other nearby development proposals.</p> <p>Initial discussions with both bus operators and Council Roads Development Control Officers have taken place at the</p>	<p>Further work and assessment required to clearly illustrate adequate public transport provision for the proposed</p>

	<p>masterplanning stage, however it is accepted that the Masterplan document does not offer clarity with regard to how the development will be in accordance with Scottish Planning Policy, PAN 75 and the Council's Transport and Accessibility Supplementary Guidance – to provide an adequate level of public transport provision. Further work and assessment of the proposed public transport provision will be required within the Masterplan.</p> <p>The corresponding 'Public Transport Connections' section of the Masterplan document (pages 43-45) must therefore be updated accordingly and show a clear commitment to providing adequate public transport provision to serve the development in accordance with local and National planning policy.</p> <p>This must be reflected in the Masterplan document, prior to it being submitted to Scottish Ministers for consideration as Supplementary Guidance. Once adequate public transport provisions have been agreed, further details will be confirmed through the Transportation Assessment and planning application stages.</p>	<p>development. The masterplan must be updated accordingly as per 'Officer Response' comments and with agreement from Council's Planning Authority, prior to the Masterplan being sent to Scottish Ministers for consideration as Supplementary Guidance.</p>
<p>Health concerns with regard to the health of future residents, especially school children, due to air quality and residing in a river valley within metres of a congested major road were the pollutants from tailed back traffic will accumulate.</p>	<p>The requirement for all development to promote active and sustainable travel is instilled in National 'Designing Streets' Policy, the Aberdeen Local Development Plan Policy D3 and the Council's Transport and Accessibility Supplementary Guidance, which all planning applications will be assessed against.</p>	<p>No amendment proposed as a result of the representation. Advise design team / developer of the</p>

<p>Aberdeen City Council should take these health and wellbeing issues seriously and brings sustainable travel to the forefront of planning decisions.</p>	<p>Concerns regarding air quality are noted; however these issues would be dealt with through the planning application process. Section 4.13 of the Masterplan highlights the requirement to undertake an air quality assessment to determine the impact of the development on the existing Air Quality Management Area due to the increased traffic volume. The assessment would need to take account of any other committed developments in the area.</p> <p>The Council's Environmental Health department have been consulted at the draft Masterplan stage and for this site they have requested a detailed modelling assessment in consultation with their team. This should be dealt with as part of the planning application process, not via condition, so that any issues can be adequately addressed.</p>	<p>requirement to undertake an Air Quality Management Assessment as part to the planning application process.</p>
<p>The Local Development Plan is flawed in the respect that the planned growth of Aberdeen is unsustainably reliant upon motorised transport as being the dominant means of travel.</p> <p>We find it galling that a major reason given for the approval of the 3rd Don Crossing was to alleviate congestion at the Haudagain 'pinch point', but before the bridge construction works have begun we are presented with development plans likely to introduce an additional 600 car journeys onto the roads adjacent to the junction,</p>	<p>The Masterplan document states that a Transport Assessment will be carried out as part of any planning application to consider the potential impact of the new development. It is for the Transport Assessment to determine whether development can be accommodated on the road network and to determine the type and level of infrastructure required.</p> <p>Road schemes to alleviate congestion throughout the city such as the AWRP, Third Don Crossing and the Haudagain junction improvement are all progressing, however, any proposals for a specific development, such as Woodside, in advance of these schemes will be determined through this Transport Assessment and the appraisal process.</p>	<p>Add reference to Page 46 that "it is for the Transport Assessment to determine whether any development can be accommodated on the road network prior to the mentioned infrastructure being in place. The TA will also determined</p>

<p>surely exacerbating current tailbacks.</p> <p>Concerned our community will be directly affected by further increases in road traffic associated with an expanding city devoid of an effective public transport system and active travel network.</p>	<p>Ultimately the precise level of infrastructure requirements and developer contributions for any development will be agreed with the Council, and other statutory agencies such as Transport Scotland, at the planning application stage.</p>	<p>what infrastructure is required and when”.</p>
<p>Scottish Environmental Protection Agency (SEPA)</p>		
<p><i>Summary of Representation</i></p>	<p><i>Officers Response</i></p>	<p><i>Action as a result of Representation</i></p>
<p>We welcome this opportunity to comment on the Masterplan, Draft 2b, for Persley Den (hereby just referred to as the “Plan”). As you will be aware we have previously provided written advice on the draft masterplan for this area in our correspondence of 27 September 2013 made a number of recommendations and comments. We are pleased to note that our recommendations have been incorporated into this draft of the Plan and have summarised these below for your information.</p>	<p>Comments noted and welcomed. A previous consultation response from SEPA was communicated to the design team / developer and a number of amendments to the masterplan have already been undertaken as a result.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>We can confirm receipt of the Draft Flood Risk Assessment (FRA) by way of your e-mail of 26 November 2013. We have</p>	<p>A copy of the Finalised Flood Risk Assessment has been sent to SEPA for further consultation. The Masterplan will not be progressed to Scottish Ministers for consideration as</p>	<p>Request approval of Finalised Flood Risk Assessment</p>

<p>reviewed the draft FRA however Appendix A and B have not been completed and this information is needed to assess the flood risk at the site. As such we have no further advice or comments on flood risk at this stage to add to our comments on flood risk in section 1 of our correspondence of 27 September 2013. We look forward to receiving a copy of the full FRA for our further advice.</p>	<p>Supplementary Guidance until SEPA have confirmed they are satisfied with the findings of the Flood Risk Assessment. Feedback on this issue will be available prior to Committee and a verbal briefing update given at Committee.</p>	<p>prior to progressing the Masterplan to Scottish Ministers for adoption as Supplementary Guidance.</p>
<p><u>Protection of the water environment</u> We are pleased to note that the recommended wording to investigate opportunities on site to redevelop water features has been added to page 20 of the Plan.</p>	<p>Comments noted.</p>	<p>No amendment proposed as a result of the representation.</p>
<p><u>Construction environmental management and pollution prevention</u> We are pleased to note that the recommended reference, to the requirement for pollution prevention and environmental management to be addressed by the applicant during the construction phase, has been added under a sub heading: Pollution Control within Section 12 of the Plan.</p>	<p>Comments noted.</p>	<p>No amendment proposed as a result of the representation.</p>
<p><u>Space for waste management provision</u></p>	<p>Comments noted.</p>	<p>No amendment</p>

<p><u>within the site layout and Site waste management plan (SWMP)</u> We are pleased to note that the recommendations to reference waste management and the requirement for a site waste management plan within the Plan have been added under a sub heading: Waste Management within Section 12 of the Plan.</p>	<p>proposed as a result of the representation.</p>
<p><u>Regulatory and best practice advice for the applicant</u> We are pleased to note that the recommended reference to planning permission being separate from environmental licensing has been added under a sub heading: Environmental Licensing within Section 12 of the Plan. As such we have no further comments on the Plan at this time but would be pleased to provide further advice as this proposal progresses to the detailed planning stage.</p>	<p>Comments noted.</p> <p>No amendment proposed as a result of the representation.</p>
<p>Additional Internal Council Officer Comments</p>	
<p>Archaeology Department</p>	
<p><i>Summary of Representation</i></p>	<p><i>Officers Response</i></p>
<p>I note that Historic Scotland suggested</p>	<p>Consultation was sought with the Council's Archaeology</p>
	<p>Action as a result of Representation</p>
	<p>No amendment</p>

<p>consulting the local authority archaeologist (i.e. me). I may be wrong, but I don't think the authors of the Masterplan did that.</p>	<p>department during this session of public consultation on the Persley Den (Woodside) Masterplan. Consultation opportunities will also be available at any subsequent planning application stage for major developments.</p>	<p>proposed as a result of the representation.</p>
<p>I think there should have been a cultural heritage section to sit alongside the quite lengthy information about ecology. I think I agree that there are no known archaeological sites actually within the development area as they are not indicated on the Sites and Monuments Record, other relevant sources, or from my knowledge of the area's history/archaeology, but the document needs to demonstrate that the process has been gone through by the authors of the report.</p>	<p>Comments noted and agreed. An additional section to be requested for inclusion in the Masterplan document (potentially within Section 4.2 'Site History') to outline the approach taken to explore the archaeological and heritage assets to the site and its immediate surroundings.</p>	<p>Request additional section added to the Masterplan document to outline the approach taken to explore the archaeological and heritage assets to the site and its immediate surroundings.</p>
<p>There should also be a statement to the effect that there may be as yet unidentified archaeological and historic sites within the development area and how such potential will be dealt with through the planning process.</p>	<p>Noted and agreed.</p>	<p>Request additional section is added to the Masterplan document to reference that there may be as yet unidentified archaeological and historic sites within the development area, and to outline</p>

<p>The development is very close to some immensely significant features of the industrial landscape of Aberdeen. Having, with colleagues led a large number of public guided walks along that bank of the Don, I'm very keen to have the remains properly surveyed in an historic building recording exercise before they crumble further. That could be professionally led but could also be a 'community' exercise. Is there an opportunity to fund such a programme through this sort of development.</p>			<p>Comments noted and it is agreed that this would be an advantageous project which would benefit from community involvement. The specification and funding of such a survey is unfortunately beyond the remit of this Masterplan document, however it is requested that a relevant 'masterplan opportunity' be added to the Masterplan whereby the opportunity to explore this idea alongside other recreational and landscape improvements can be considered as the development moves forward to the planning application process. Such an opportunity should be referenced in an appropriate section, for example 6.4 'Landscape' or in relation to enhancements/upgrading of Core Path 7.</p>	<p>how these will be dealt with through the planning application process.</p>
			<p>Advise design team / developer of suggested opportunity.</p> <p>Request additional 'masterplan opportunity' added to relevant sections within the Masterplan document to reference the opportunity to survey the heritage assets and industrial remains along this section of bank at the River Don as a historic building recording exercise as a community resource and to ensure that the</p>	

		proposed development has a positive impact on local cultural identity.
Aberdeen City Council Roads Development Control		
<i>Summary of Representation</i>	<i>Officers Response</i>	<i>Action as a result of Representation</i>
<p>Core Path 7 should be upgraded within the confines of the site, to an adoptable standard if it is identified as forming part of the pedestrian access infrastructure. The core path must be lit, of a suitable surface material, drained and generally 3m in width therefore suitable for pedestrians and cyclists. Figures 61 & 77 contradicts Figures 54-57 in terms of the pedestrian accessibility to Core Path 7. Multiple points of access to the site from Core Path 7 should be provided.</p>	<p>Noted. Reference to the requirement for any necessary upgrades to Core Path 7 must be added to Section 6.7 of the Masterplan, with details such as path dimensions and surface material to be confirmed as part of any future planning application process.</p> <p>Section 6.7 should be amended to show additional points of access to the site from Core Path 7.</p>	<p>Amend Section 6.7 (page 43 & 47) to illustrate additional access points to Core Path 7 and to include reference to the following: "Core Path 7 will require upgrading, with details such as path dimensions and surface material to be confirmed as part of future planning application process."</p>
The National Cycle Route provision through the site must be maintained and the	Reference that NCR 1 will be improved, surfacing and lighting to create a more attractive and safe route is included in	Add reference to Section 6.7 (page

<p>infrastructure upgraded. There are a variety of means by which this can be delivered, the detail of which will be ascertained through the Transport Assessment process. However this should be a route segregated from vehicular traffic and be to an adoptable standard, which will include drainage and lighting.</p>	<p>Section 6.7 of the Masterplan.</p> <p>Reference must be added to this section that this route should be segregated from vehicular traffic and designed to an adoptable standard. The detail and means of delivering NCR1 upgrades will be ascertained through the Transport Assessment process.</p>	<p>47) stating that this route should be segregated from vehicular traffic and designed to an adoptable standard. The detail and means of delivering such upgrades will be ascertained through the Transport Assessment process.</p>
<p>Figure 30 should be altered so that the 400m distance from the bus stops identified makes use of actual and proposed walking routes, and is not based on radii.</p>	<p>Agreed.</p>	<p>Amend Figure 30 accordingly to show actual and proposed walking routes with reference to 400m walking route distances as per Scottish Planning Policy.</p>
<p>Table on page 16 should identify which routes are accessible from which bus stops, and whether these are within a 400m walk</p>	<p>Agreed.</p>	<p>Amend table on page 16 and Figure 73 accordingly to</p>

<p>distance of all properties.</p>		<p>show which bus stops are within a 400m walk distance of all properties.</p>
<p>States the most attractive public transport facilities will be those on Great Northern Road (nearest and most frequent city centre bound services). Masterplan states that these bus stops are 800m from the site; however it is unclear from where this is measured.</p>	<p>Noted and agreed. Clarification is sought from the design team / developer where the 800m is measured from and this information included within Section 6.7 (page 45) of the Masterplan document.</p>	<p>Amend Section 6.7 (page 45) of the Masterplan document to include clarification where the 800m is measured.</p>
<p>Paragraph 168 of Scottish Planning Policy stipulates that planning permission should not be granted for development sites that are outwith a 400m walk distance of public transport services. The majority of this site would be outwith meaningful public transport access. This is a primary concern and must be adequately addressed at the masterplan stage.</p> <p>It will therefore be a likely requirement that a city centre bound service penetrate the site to the extent that all housing units are within 400m.</p> <p>If a bus route cannot be provided through the development, then the developers</p>	<p>The Masterplan acknowledges there are difficulties with public transport provision to the site, bus operator's unwillingness to divert services and that this situation may change in the future alongside other nearby development proposals.</p> <p>Initial discussions with both bus operators and Council Roads Development Control Officers have taken place at the masterplanning stage, however it is accepted that the Masterplan document does not offer clarity with regard to how the development will be in accordance with Scottish Planning Policy, PAN 75 and the Council's Transport and Accessibility Supplementary Guidance – to provide an adequate level of public transport provision. Further work and assessment of the proposed public transport provision will be required within the Masterplan.</p>	<p>Further work and assessment required to clearly illustrate adequate provision for the proposed development. The masterplan must be updated accordingly as per 'Officer Response' comments and with agreement from Council's Planning Authority prior to</p>

<p>should consider providing a pedestrian and cycle bridge from the development across the railway to the A96, to establish the extent to which this improves public transport accessibility. In addition a pedestrian/ cycle bridge across the River Don to connect with Laurel Drive and the First Aberdeen service 1 should be provided. These should be shown in Figure 77. An alternative would be the provision of a subsidised bus service through the site for a substantial number of years.</p>	<p>A number of potential mitigation and/or compensatory options should be explored to ensuring adequate public transport provision, for example enhanced pedestrian access, dedicated routes, pedestrian/cycle bridges etc. Any such options may have other constraints and/or environmental considerations which will require assessment. The corresponding 'Public Transport Connections' section of the Masterplan document (pages 43-45) must therefore be updated accordingly and show a clear commitment to providing adequate public transport provision to serve the development in accordance with local and National planning policy.</p> <p>This must be reflected in the Masterplan document, prior to it being submitted to Scottish Ministers for consideration as Supplementary Guidance. Once adequate public transport provisions have been agreed, further details will be confirmed through the Transportation Assessment and planning application stages.</p>	<p>the Masterplan being sent to Scottish Ministers for consideration as Supplementary Guidance.</p> <p>Delete "reasonably" from last paragraph on page 45.</p>
<p>The current proposals of a singular access point would not meet with the Councils standards. It is understood that an enhanced access from Mugiemoss Road will be provided, however further details should be provided having been discussed with this section. All options will need to be considered. Consideration will need to be given to either upgrading, restricting or preventing vehicular access from Don</p>	<p>The 'Road Connections' section on page 46 details some of the access arrangements, however the text should also refer to which options are being explored to meet the Council's standards. For example, is an enhanced access being considered? What is the proposed form and access usage proposed for vehicular access to the east towards Don Terrace?</p> <p>However, it is understood that that full details of access arrangements and junction design will be determined through</p>	<p>Amend text on page 46 which makes reference to which options are being explored to meet the Council's standards.</p>

Terrace etc. as appropriate.	the Transport Assessment process.	
<p>A Drainage Impact Assessment will be required at the appropriate stage of the development in order to ensure that infrastructure which will be adopted will not flood in the required timescales and conditions.</p> <p>Any new or altered utilities should not be located under the carriageway of new roads, but rather in service strips, which will be adopted, adjacent to the roads.</p>	<p>Section 8 makes reference to the requirement for a Water Impact Assessment and Drainage Impact Assessment to form part of any subsequent planning application for the OP135 site.</p> <p>Noted.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>Further information should be provided in the masterplan as to exactly what each street type in the hierarchy will consist of.</p> <p>Access for private houses vehicular parking should not be taken from the High Street or those streets at the top of the street hierarchy.</p> <p>On street parking throughout the development should be at an absolute</p>	<p>Noted. Section 6.8 of the Masterplan does indicate a series of design principles for the proposed street hierarchy, however precise details of street surfaces, dimensions and design will be submitted as part of future planning and Roads Construction Consent applications.</p> <p>Insert the following text to Section 6.8 of the Masterplan:</p> <p>“On street parking throughout the development will be kept to a minimum and discouraged through design.</p>	<p>No amendment proposed as a result of the representation.</p> <p>Advise design team / developer regarding location of utilities.</p>
		<p>Insert text accordingly to Section 6.8 of the Masterplan: “On street parking throughout the development will be kept to a minimum and discouraged through design.</p>

<p>minimum, and discouraged through design. If does occur, clearly designated areas must be provided.</p> <p>On all residential streets, all individual residential car parking should be located to the rear of properties, and accessed along lanes. This is in accordance with the requirements of Designing Streets, leaving the street to the front of properties as an enhanced multi-modal environment.</p> <p>There appears to be a central 'square' area within the middle of the development, adjacent to the High Street. This is identified as a primary street in the hierarchy. However, it is likely that this area will have larger numbers of pedestrian movements accessing communal facilities and areas. This central square area should therefore be largely pedestrianized, with adequate car and cycle parking in designated areas in order to prevent on street parking.</p>	<p>On all residential streets, all individual residential car parking should be located to the rear of properties and accessed along streets in accordance with Designing Streets.</p> <p>The central square area will be largely pedestrianised with adequate and designated car and cycle parking.</p> <p>Details of road surfaces, dimensions and parking arrangement will be assessed and considered through the subsequent planning and Roads Construction Consent applications."</p>	<p>On all residential streets, all individual residential car parking should be located to the rear of properties and accessed along streets in accordance with Designing Streets.</p> <p>The central square area will be largely pedestrianised with adequate and designated car and cycle parking.</p> <p>Details of road surfaces, dimensions and parking arrangement will be assessed and considered through the subsequent planning and Roads Construction Consent</p>
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<p>A number of crossroads within the masterplan layout. While permitted in accordance with Designing Streets they can only be permitted where traffic flows are very low, e.g. shared surface areas. Crossroads in the masterplan must be removed from all other streets.</p>	<p>Noted and agreed. The crossroads which are in the Masterplan document (with specific reference to the two 'civic squares') will require much further detail to be submitted in order to assess their suitability in accordance with Designing Streets and Roads Development Control Officers. Such information will be submitted and assessed as part of any future planning and Roads Construction Consent (RCC) applications.</p>	<p>applications.”</p> <p>No amendment proposed as a result of the representation.</p> <p>Advise design team / developer of the concerns regarding crossroads and that potential redesign of some junctions and further details will be required as part of planning and RCC applications.</p>
<p>There are two squares identified which appear as large areas of hardscaped street material. If left as shown, substantial traffic management and parking restrictions will be required. It would therefore be advantageous if these could be designed to be pedestrian only areas, with traffic routes provided and identified parking areas for cycles and cars included.</p>	<p>Noted.</p> <p>Further detail on surface treatment, designation, use and movement routes of the two Civic Spaces identified will be submitted as part of the planning and Road Construction Consent application processes, including details of cycle/car parking arrangements and traffic management.</p>	<p>Add following sentence to section 6.8 under heading 'Civic Space – Village Square':</p> <p>“Further detail on surface treatment, use and movement routes of the two Civic Spaces identified will be submitted as part of</p>

		<p>the planning and Road Construction Consent application processes, including details of cycle/car parking arrangements and traffic management for these areas.”</p>
<p>Foot and cycle paths connecting Hutcheon Low Parade with the development must be to an adoptable standard and must link with existing adopted infrastructure and that proposed as part of the development.</p>	<p>Agreed.</p>	<p>Add following sentence to Section 6.7 (page 47) of the Masterplan document:</p> <p>“Path connections to Hutcheon Low will be designed to an adoptable standard. Details of path design will be submitted as part of the planning and Road Construction Consent application processes.”</p>
<p>The development access road should have</p>	<p>Noted.</p>	<p>Add following</p>

<p>a shared use foot and cycleway on one side of the carriageway, and a footway on the other. Account should also be taken of links to infrastructure within the development and NCN Route 1.</p>	<p>Add the following sentence to Section 6.7 of the Masterplan: “The development access road will be designed to have a shared use foot and cycleway on one side and a footway on the other”.</p> <p>Links to NCR 1 are illustrated in Figure 77 of the Masterplan and the street network of the development is envisaged to be permeable to all forms on non-motorised movement to ensure connectivity within the development.</p>	<p>sentence to Section 6.7 (page 47) of the Masterplan document: “The development access road will be designed to have a shared use foot and cycleway on one side and a footway on the other”.</p>
<p>The Masterplan states that facilities on Great Northern Road are available within 1km walk and Woodside Primary School is within 1600m. No information is given in respect to secondary school provision which should be included at this stage. Information should include which school children will attend and that it is within an acceptable walk distance using acceptable infrastructure.</p>	<p>Noted and agreed. Information and clarification to be sought from design team / developer.</p>	<p>Text addition to Section 6.7 (page 43) of Masterplan to provide details of walking routes and distances to schools, including secondary school provision, and indication of which schools pupils will attend.</p>
<p>While the road connections section acknowledges that the access will allow for the future scheme of Haudagain</p>	<p>Noted and agreed. The Masterplan must reference that the development will allow for the Council’s preferred scheme for improvements and will allow for <u>full</u> access to be provided for</p>	<p>Amendments to page 46, paragraph 3.</p>

<p>improvements and the dualling of Mugiemoss Road. The masterplan should emphasise that the development will allow for the Council's preferred scheme, outline of which has been provided to the developers transport consultants. The third paragraph in the Road Connections section states that 'satisfactory' access for all parties for the upgrading of Mugiemoss Road will be provided. The word 'satisfactory' should be replaced with 'full'.</p>	<p>all parties in relation to Mugiemoss Road being upgraded.</p>	<p>Change word "satisfactory" to "full". Reference added that the development will allow for the Council's preferred scheme for improvements and will allow full access to be provided for all parties involved in relation to Mugiemoss Road being upgraded.</p>
<p>Figure 77 identifies a pedestrian route towards Don Terrace that at present has no pedestrian infrastructure. At present there is no continuous pedestrian infrastructure on this route, and as such if this is to be presented as a pedestrian access route, adequate provision will need to be put in place and it should be acknowledged that this will be upgraded to an adoptable standard.</p>	<p>Noted. Insert following text to Section 6.7 of the Masterplan (page 47): "Any proposed pedestrian route to Don Terrace (to the east) will require to be upgraded to an adoptable standard".</p>	<p>Add following text to Section 6.7 (page 47) of the Masterplan: "Any proposed pedestrian route to Don Terrace (to the east) will require to be upgraded to an adoptable standard".</p>

<p>The diagrams throughout the masterplan should show consistency in terms of the links to Hutcheon Low, and at present they do not, for example Figure 77 shows infrastructure not shown in Figure 61.</p>	<p>Agreed. Seek clarification from design team/developer to clearly illustrate pedestrian infrastructure on all Figures throughout Masterplan including Figure 61.</p>	<p>Amendments sought to clearly illustrate proposed pedestrian infrastructure on all figures throughout the Masterplan document.</p>
<p>In Figure 55 the village square is identified as a primary street, however in section 6.8 it has its own designation. This should be clarified.</p>	<p>Noted. Clarification sought regarding the designation, functions and proposed movement hierarchy for the main civic square. However, it is understood that the detailed design of the civic squares will be assessed and considered through the subsequent planning and Roads Construction Consent applications.</p>	<p>Clarification sought and information included into Section 6.8 (page 49) of the Masterplan document regarding the designation, function and proposed movement hierarchy for the main civic square.</p>
<p>The hierarchy in Figure 55 does not accord with that in section 6.8. This should be clarified and consistent throughout document.</p>	<p>The diagrams in Figure 55 regarding the street hierarchy are conceptual and therefore may not illustrate the final proposed street hierarchy arrangement.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>Figure 81 shows a courtyard which is</p>	<p>Figure 81 is conceptual in nature however the concerns have</p>	<p>No amendment</p>

<p>dominated by car parking. This does not accord with the policies of designing streets.</p>	<p>been noted and the request is made that further details will be required as part of subsequent planning and Roads Construction Consent (RCC) applications, in accordance with Designing Streets and the Council's Roads Development Control Officers.</p>	<p>proposed as a result of the representation. Advise design team / developer of concerns raised and that further details will be required as part of the RCC and planning application processes.</p>
<p>Section 7.2/7.3/7.4 At all times the Councils car parking standards will require to be adhered to in terms of off street parking. It will not be acceptable to provide parking for flatted, housing or other parts of the development on street.</p>	<p>Comments noted and concerns will be communicated to design team / developer for consideration alongside detailed parking strategy and design in subsequent planning, Roads Construction Consent (RCC) application(s) and Transport Assessment processes.</p>	<p>No amendment proposed as a result of the representation. Advise design team / developer of concerns raised and that further details regarding parking standards will be required as part of the Transport Assessment, RCC and planning</p>

		application processes.
<p>Section 12 – Note that the developer will provide a contribution towards the upgrade of Mugiemoos Road. Further road infrastructure improvements may be required, depending on the outcome of the Transport Assessment.</p>	<p>Comment noted and agreed. Text insert to 'Roads / Access' section of table in Section 12 (page 64) of the Masterplan requested to read as follows: "Further road infrastructure improvements may be required depending on the results and assessment process of the Transport Assessment."</p>	<p>Text insert to 'Roads / Access' section of table in Section 12 (page 64) of the Masterplan requested to read as follows: "Further road infrastructure improvements may be required depending on the results and assessment process of the Transport Assessment."</p>
<p>A full residential Travel Plan will be required, of which a Residential Travel Pack will form part.</p>	<p>Section 12 of the Masterplan highlights the requirement for a residential travel plan leaflet to be developed as part of the development to highlight options available to residents.</p>	<p>No amendment proposed as a result of the representation.</p>
<p>Additional Internal Council Officer Comments</p>		
<p>Transportation and Strategy</p>		

<i>Summary of Representation</i>	<i>Officers Response</i>	<i>Action as a result of Representation</i>
<p>NCN – Can routes just be referred to as cycle routes.</p> <p>Anderson Drive is a proposed cycle route and not actually there.</p>	<p>Noted.</p>	<p>Remove words 'Aberdeen City Council' from page 10, 3rd text column.</p> <p>Add reference that Anderson Drive route is a proposed route.</p>
<p>Page 14 – Figure 21 is not the Core Paths Plan.</p>	<p>Noted.</p>	<p>Amend Figure 21 (page 14) description to remove reference to Core Path 7.</p>
<p>Page 32/35/38/39/42/43 – Muggiemoss not Muggiemoss.</p>	<p>Noted.</p>	<p>Amend misspelling of 'Muggiemoss' throughout the Masterplan.</p>

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Rebecca Kerr
Planner
Masterplanning, Design & Conservation
Team
Enterprise, Planning and Infrastructure
Aberdeen City Council
Business Hub 4
Ground Floor North
Marischal College
Aberdeen
AB10 1AB

Longmore House
Salisbury Place
Edinburgh
EH9 1SH

Direct Line: 0131 668 8960
Switchboard: 0131 668 8600
Andrew.Stevenson2@scotland.gsi.gov.uk

Our ref: LDP/A/2
Our Case ID: 201304949

26 November 2013

Dear Ms Kerr

Consultation
Persley Den, Woodside (OP135) Masterplan

Thank you for your letter of 14 November 2012 seeking our comments on the Masterplan for the OP135 site at Persley Den, Woodside from the Aberdeen Local Development Plan. The following comments are based on our statutory historic environment interests. That is scheduled monuments and their setting, category A listed buildings and their setting and gardens and designed landscapes and battlefields in their respective Inventories. We would advise you also seek comments from your Council's Conservation and Archaeology Services who will also be able to advise on the potential for significant impacts on the historic environment and of potential impacts and mitigation for any sites of regional and local importance.

Having studied the supplied Masterplan I note that none of our statutory interests will be affected by the proposals for the area in question. Therefore, other than welcoming the preparation of the planning brief I can confirm we have no further comments to offer.

Should you wish to discuss any issue raised in this response please do not hesitate to contact me on 0131 668 8960 or andrew.stevenson2@scotland.gsi.gov.uk.

Yours sincerely



Andrew Stevenson
Senior Heritage Management Officer (SEA)



22nd November 2013

Rebecca Kerr
Masterplanning, Design and Conservation Team
Planning and Sustainable Development
Enterprise, Planning and Infrastructure
Aberdeen City Council
Business Hub 4
Ground Floor North
Marischal College
Aberdeen
AB10 1AB

SCOTTISH WATER

The Bridge
Buchanan Gate Business Park
Cumbernauld Road
Stepps
G33 6FB

T: 0141 414 47778

W: www.scottishwater.co.uk
E: susanne.steer@scottishwater.co.uk

Dear Ms Kerr

Persley Den (Woodside) OP135 Masterplan – public consultation

I write with reference to your email dated 14th November 2013, requesting comments in relation to the Persley Den (Woodside) OP135 Masterplan.

Scottish Water previously commented on the Draft Persley Den (Woodside) OP135 Masterplan and we have no additional comments to make in regards to the foul and surface water drainage for the development. We would always encourage early engagement between the developer and our Customer Connections Team, to discuss available strategic and network capacity, as well as proposed SUDS design if the system is to be vested with Scottish Water.

In relation to Section 12 - Infrastructure and Developer Contributions, I would like to clarify that developers are not required to contribute to upgrades at our Water or Wastewater Treatment Works (Part 4 Assets). They will however be required to lay any water mains, sewers, pumping stations or other Part 3 Assets essential to supporting their development and maintaining our existing customers' level of service. The developer will be eligible for a Reasonable Cost Contribution from Scottish Water towards these costs.

I trust that the above information is acceptable in line with your consultation. Should you require further clarification, please do not hesitate to contact me.

Yours sincerely

Susanne Steer
Development Planner – Asset Strategy

Rebecca Kerr

From: PI
Sent: 25 November 2013 10:07
To: Sandy Beattie
Subject: FW: Consultation on Persley Den (Woodside) Masterplan 18/11/13

From: [REDACTED]
Sent: 23 November 2013 11:27
To: PI
Subject: Consultation on Persley Den (Woodside) Masterplan 18/11/13

Hello

I would like to respond to this plan.

the area is an important wildlife corridor, where there are roe deer, foxes, otters, tawny owls, dippers amongst many others.

Whilst the outline sounds very good, it is squeezing more housing into an important recreational and wild area that brings space into the city and allows wild creature a space to stay.

The woodland helps with flood control of the river Don as well; the loss of trees would worsen that situation.

yours

[REDACTED]

Rebecca Kerr

From: Jennifer Heatley <Jennifer.Heatley@snh.gov.uk>
Sent: 20 November 2013 10:25
To: PI
Cc: Rebecca Kerr
Subject: Persley Den (Woodside) OP135 Masterplan - public consultation

Dear Rebecca

Re: Persley Den (Woodside) OP135 Masterplan - public consultation

Thank you for consulting SNH. I can confirm that we have no comments to make in this case. If there is any specific you would like our advice on please do get back in touch.

Kind regards

Jennifer Heatley
Operations Officer – Tayside and Grampian
Alexander Fleming House, 8 Southfield Drive, Elgin, Moray, IV30 6GR
Direct dial and office number: 01343 541 216

General email: Tayside_grampian@snh.gov.uk

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Tha am post-dealain seo agus fiosrachadh sam bith na chois dìomhair agus airson an neach no buidheann ainmichte a-mhàin. Mas e gun d' fhuair sibh am post-dealain seo le mearachd, cuiribh fios dhan manaidsèar-siostaim no neach-sgrìobhaidh.

Thoiribh an aire airson adhbharan gnòthaich, 's dòcha gun tèid sùil a chumail air puist-dealain a' tighinn

Rebecca Kerr

From: Sandy Beattie
Sent: 20 November 2013 10:06
To: Rebecca Kerr
Subject: FW: Persley Den - Woodside

From: PI
Sent: 20 November 2013 09:57
To: Sandy Beattie
Subject: FW: Persley Den - Woodside

From: [REDACTED]
Sent: 19 November 2013 17:34
To: PI
Cc: [REDACTED]
Subject: Persley Den - Woodside

Good Afternoon,

In reference to the current public consultation in relation to the proposed development at Persley Den I would like to input the following from a Council Sport and Physical Activity team perspective:

1. We have concerns regarding the loss of pitches. We acknowledge that there is an intention to upgrade pitches however our concern is that the overall number of pitches will be reduced significantly.
2. Please advise who will provide the revenue budgets to manage and maintain this pitch area.
3. Following a discussion with users of the Woodside Sports Complex on 18.11.13 we know that there is not capacity to accommodate additional teams from these pitches on this site and some of the users are already having to use municipal pitches in the city for matches and they are having to consider putting portacabins on site. Please advise how you intend to accommodate the additional users given that the developer intends to demolish the pavillion but not replace.
4. Within this consultation document it refers to the woodside sports village. We would not classify 1 x 11 aside pitch and 1 x 7 aside pitch with no changing as a sports village.
5. Parking is already an issue at the Woodside Sports Complex site and if the proposal is that users of the pitches at Persley Den use the changing accomodation at Woodside Sports Complex the assumption is that they will also park in this area. How will the parking issue be addressed for the current users of this facility.

If you wish to discuss any of the points above please do not heistate to contact me.

Thanks

[REDACTED]
[REDACTED]
Sport and Physical Activity Strategy and Partnership Manager

Aberdeen City Council
Education, Culture & Sport
Business Hub 13
Second Floor North

Rebecca Kerr

From: Jason Gillespie <Jason.Gillespie@jmp.co.uk>
Sent: 06 December 2013 14:28
To: Rebecca Kerr
Cc: Malcolm.Forsyth@transportscotland.gsi.gov.uk;
Stuart.Wilson@transportscotland.gsi.gov.uk
Subject: FW: Persley Den (Woodside) OP135 Masterplan - public consultation
Attachments: Woodside Public Consultation_Email.pdf

Rebecca

We refer to the above consultation request issued to Transport Scotland, which has been passed to JMP (as their term consultants) to comment.

Transport Scotland's primary consideration will be the potential impact these proposals will have on the safe and efficient operation of the A90(T) trunk road.

It is noted that the masterplan proposes that this development will be accessed from a new junction on the A90 Muggiemoss Road. This is to incorporate relocated access to Hutcheon Low Drive and Persley Bridge Nursing Home and is likely to be signalised.

The masterplan notes correctly that the details of this junction will require to be confirmed through the TA process. In that regard we would advise that Transport Scotland (and your roads colleagues) have already commenced discussions with the developers and their consultants regarding the scope of the necessary TA. These discussions have highlighted the need to demonstrate an appropriate form of access from the A90 that does not adversely affect operating conditions.

The programme for development on page 63 indicates house building commencing from 2016. By this time it is anticipated that the 3rd Don Crossing would be complete, which is likely to provide more favourable conditions to accommodate new/modified junctions along the A90(T). Thereafter the AWPR is anticipated to provide further relief. Allowance for these infrastructure projects will therefore require to be included as part of any phasing strategy within the TA.

We trust these comments are of assistance and look forward to continued discussion on the delivery of these development proposals.

Best Regards,
Jason Gillespie
Associate Director
JMP Consultants Ltd, Mercantile Chambers, 53 Bothwell Street, Glasgow G2 6TS

[D] 0141 226 6939

[T] 0141 221 4030

[F] 0800 066 4367

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OP 135: Persley Den Masterplan.

On page seven of the document it states "...public exhibitions in the *Citizen* newspaper...location and description of the development..."

Is the *Citizen* widely available in the Aberdeen area?

Mention of the Suburban railway service (page 14 of the document) mentions "...five stations...existed between Aberdeen Joint Central (*sic*) Station and...Dyce Station."

Table 1: Stations between Aberdeen Joint and Dyce Stations

(Ref: ANON (1997) *Abstract #16 GNSR Stations*. Aberdeen: Great North of Scotland Railway Association)

Station	Selected OS References	Closed to passengers
Schoolhill		5 April 1937
Hutcheon Street		5 April 1937
Kittybrewster		6 May 1968
Don Street	NJ 927 089	5 April 1937
Woodside	NJ 922 091	5 April 1937
Persley	NJ 912 092	5 April 1937
Bucksburn		5 March 1956
Bankhead		5 April 1937
Stoneywood		5 April 1937

The site of the former Persley Station is close to the present access road leading to Hutcheon Low.

The Core Path (CP) network in the area has been recognised as has other routes to access green space for recreational purposes. The linear connectivity along the Don is to the east with CP 7 joining CP 6 at Jacob's Ladder / Grandhome Bridge. CP 7 comes to a dead end near to the Mugiemoos end of Persley Bridge and will have no western link with Aspirational Route (AP) 6, which is proposed for the Danestone bank of the Don at this location. A safe route for cyclists and pedestrians would be appreciated at this point to link Persley Den with AP 6 and the Tesco supermarket at Danestone on the other side of the Persley Bridge. The link to the Woodside Sports Complex and an improved NCN 1 is appreciated, but is this route presently used by parents driving young football and rugby players to matches and training?

Unfortunately, the development generally appears to be isolated from the wider CP network.

Links to routes outside the development may be more problematic, especially with safer access to schools.

A key point will be the traffic situation in the surrounding roads, especially with the large number of proposed developments in the northern part of Aberdeen. These include major residential proposals at: Grandhome (OP 12), Stoneywood (OP 24), Mugiemoos (Davidson) Mill (OP 22), Craibstone (OP 29), Rowett South (OP 30) and Greenferns Landward (OP 31). There are also smaller proposed developments such as the 44 flats, with 80 parking spaces, on the former Bucksburn British Legion site at Mugiemoos Road. To this must be added the commercial / light industrial developments, e.g. ABZ and D2, situated near the airport perimeter (OP 32). There is also West Hatton and Home Farm, Kingswells (OP 40) which will provide "...business land...suitable for company headquarters"

On Page 46 of the document, it is hoped that strategic traffic to Buchan and the Central Belt, presently using the A 90(T) via Anderson Drive, will be diverted via the Aberdeen Western Peripheral Route (AWPR). Similarly, through traffic to Inverurie, Elgin and Inverness via the A 96(T) may use the AWPR. However, the tranche of proposed developments in the north of the City suggests that the local road network will still carry an excessive traffic flow, even after the AWPR has opened. There will still be internal traffic flows within the City. New developments will generate different traffic flows, with residents from these latest growth areas having to travel to employment, shopping and recreational opportunities within the AWPR boundary. These journeys may be achieved without a need to access the AWPR.

Figure 75 (page 46) details cycling routes and facilities. It recognises the Haudagain Roundabout, Mugiemoos Road / A 90 (T) at Persley Bridge and the Tesco roundabout on the A 90 (T), close to Persley Bridge, as requiring care on approach. To this may be added a future filter road proposed to siphon off northbound traffic from the Haudagain Roundabout, and joining Auchmill Road to the west of the Roundabout. These sites will still require care on approach by both cyclists and pedestrians.

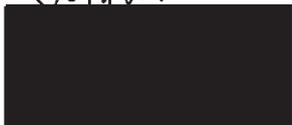
The dual use of the pavement along Great Northern Road / Auchmill Road is recognised on Figure 75 (page 46). There is an unprotected crossing over Mugiemoos Road at the Haudagain Roundabout for cyclists and pedestrians.

A popular bus stop on Great Northern Road, close to the Roundabout, sees First services 17 / 17A / 18 to the City Centre. Stagecoach services 35A / 37 / X20 travel via Berryden to Union Square. This busy bus stop sees a range of users going into Town plus older people going to Berryden for shopping and socialising (bingo). Here is a promoted cycle route sharing an area with a wide cross-section of the public, which includes those with mobility problems.

Traffic on the A 90 (T) may be eased by the construction of a third Don crossing. This new build plus associated road network may have implications for safer routes to school for secondary pupils in this area. Again from Figure 75, it appears that Persley Den is zoned for St Machar Academy. The busy Great Northern Road plus junctions at Don Street and St Machar Drive will have to be negotiated. Similarly, with the primary school provision, pupils will have to negotiate busy roads including Anderson Drive.

Streets and lanes will be "...defined by the buildings..." (page 32) with the two lower outline character sketches (figure 59) apparently showing on-street parking and narrow / no pavements. Also reference to 6.8 Street Hierarchy figures 78 – 82, pp 48 - 50 The street geometry, with its Poundberry design concept, will, hopefully, lead to slower, safer driving throughout the estate. Concerns have been raised that the surfaces used may not be suitable for all users. A point brought up by guide dog users is that a guide dog is trained to stop at a kerb, and has difficulty when there is not one present. Partially sighted, using a long cane, require well defined street surfaces to aid navigation. On the other hand, too "bumpy" a surface may not be suitable for wheelchair / mobility scooter users. Within the estate, young cyclists should be able to use the street system safely and unattended.

Some comments



Rebecca Kerr

From: PI
Sent: 16 December 2013 11:03
To: Laura Robertson; Rebecca Kerr
Subject: FW: Persley Den masterplan

From: [REDACTED]
Sent: 14 December 2013 22:10
To: PI
Subject: Persley Den masterplan

To whom it may concern:

Having looked through the Persley Den masterplan that is linked on your website, I am wondering if the most recent plans for distribution of houses is included. The masterplan shows houses in the field in front of Woodside Care home which I had understood were now not being proposed. The housing layout as published in the Evening Express on Tuesday 19 November 2013 as well as the Persley Den website [<http://www.persleyden.co.uk/development/> on 14 December 2013] shows a different layout including a number of houses in the field to the north of the main development located between Woodside Care Home and Persley Castle. As an aside, if it is the case, it is not helpful to canvas comments on something that is no longer being proposed.

The Aberdeen Local Development plan 2012 Proposals map shows the field at the north of the development to be Green Space or Green Space Network (see Figures 1 and 2 below). Assuming that the current plan is the one printed in the Evening Express and not the master plan, I would like to question why residential housing would be permitted in this area. My concerns are on two levels:

1. Regarding the Persley Den development, once houses are built on one area of Green Space/ Green Space Network, the precedent for building on other areas of Green Space/Green Space Network is set and there is no reason to imagine that over time, this field will disappear under housing.
2. On a city-wide note: it seems odd to have taken much time, effort, cost and consideration to designate areas for certain use to then disregard these when developers demand.

I would also like to note that the Aberdeen Local Development Plan 2012 allows for the building of 300 homes (see figure 3 below). It seems that the developers are proposing to build 33% more houses than the plan provides for. One of the great charms of this area is that it is an oasis of natural greenspace. It would be sad to lose any more of the greenspace which attracts people to this area in the first place solely to meet developers demands.

While, in principle, I support this project; I would like to see it done respecting the land use designations and quantity of houses laid out in the Aberdeen Local Plan 2012.

Yours sincerely
[REDACTED]

Figure 1: GSN INFORMATION FROM ACC INTERACTIVE WEBSITE

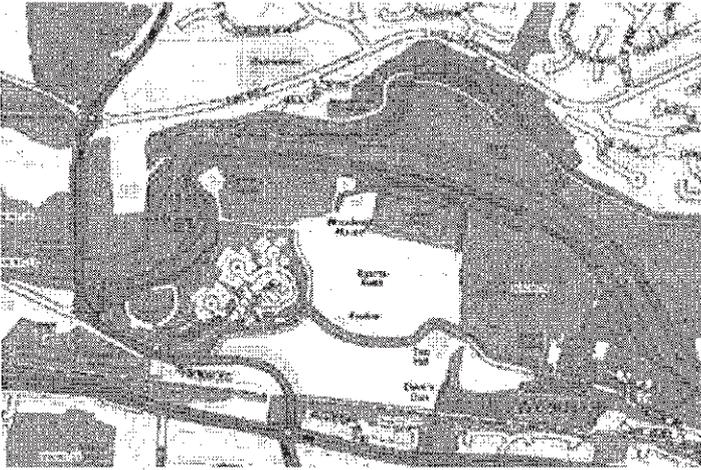


Figure 2: Snapshot of Persley Den development site as shown in Aberdeen Local Plan 2012 Policies map showing areas of Green Space/ Green Space Network



Figure 3: Description of OP135 taken from Appendix 2 Opportunity Sites p237 of Aberdeen Local Plan

OP135	Woodside	19.1 ha	Land Release Policy/Green Space Network/ Green Belt	Site capable of accommodating up to 300 homes per masterplan for Woodside Sports Park and Vi risk of flooding and development will have to be Risk Assessment will be required to support any site.
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Rebecca Kerr

From: PI
Sent: 16 December 2013 16:44
To: Rebecca Kerr
Subject: FW: Woodside masterplan consultation

From: [REDACTED]
Sent: 16 December 2013 13:59
To: PI
Subject: Woodside masterplan consultation

Hi Rebecca

Thanks for the opportunity to provide comment on Draft 2b (November 2013) of the masterplan.

As advised in previous correspondence, we have met with GSS Developments, Aberdeen Lads Clubs and the agent for GSS Developments.

The masterplan site contains a number of pitches and is part of a larger playing field area, which includes the Woodside Sports Complex. A significant portion of this playing field area would be removed, and the additional pitches to the north of the site, as envisaged by the Local Development Plan, will not be delivered.

National planning policy (paragraph 156 of the SPP), reinforced by Local Development Plan policy (NE3 – Urban Green Space) requires, where there is no evidence of an excess of pitches in an area, that the loss of pitches require to be *'replaced by a new playing field of comparable or greater benefit for sport and in a location which is convenient for its users, or by the upgrading of an existing playing field to provide a better quality facility either within the same site or at another location which is convenient for its users and which maintains or improves the overall playing capacity in the area'* (para 156).

We note that the masterplan states that 2 existing pitches will be upgraded but no details of this have been provided as yet. The upgrading of these 2 pitches would not compensate for the loss of pitch areas on the site. The masterplan also states that a financial contribution will be made to compensate for the loss of pitches on the site, again no details of this have been provided as yet. While no details are provided, we welcome the masterplan's commitment to meet the national planning policy requirement, through upgrading or the provision of new pitches in the area. We would suggest that the detail of upgrades at the existing pitches on site and the off site compensation provisions be developed as soon as possible in order that these are known prior to the submission of a planning application.

As previous, we enquire how the 2 remaining pitches at the site will be managed, there is existing changing accommodation which will be removed, can these pitches be serviced from Woodside Sports Complex?

As noted in responses to previous drafts, our view is that the importance of this playing field area has been downplayed in the masterplan.

To conclude, in order for the proposal to comply with national and local plan policy, upgrading of the remaining pitches and provision of off site pitch compensation will be required. On the assumption that the detail of this shows that replacement capacity has been provided, the proposal will conform with planning policy. As noted, we would suggest that the detail of this be agreed as soon as possible.

We note the masterplan shows a SUDs area to the south of the pitches that will remain and we seek confirmation of how this will be managed and constructed in relation to the adjacent pitches.

We look forward to working with the applicants and Council to find a solution that ensures the pitch loss meets the requirements of national planning policy.

In the meantime, please contact me if you need anything additional.

Thanks, [REDACTED]

[REDACTED] | Lead Manager - Planning | **sportscotland**
Doges | Templeton on the Green | 62 Templeton Street | Glasgow | G40 1DA

t: [REDACTED]

w: www.sportscotland.org.uk

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Grampian Conservancy

[REDACTED]
Huntly
Aberdeenshire
AB54 [REDACTED]

Masterplannin, Design and Conservation Team
Aberdeen City Council
Business Hub 4
Ground Floor North
Marischal College
Aberdeen
AB10 1AB

Tel [REDACTED]
Grampian.cons@forestry.gsi.gov.uk

Conservator
[REDACTED]

16th December 2013

Dear Sir/Madam

Re: Persley Den, Woodside (OP135) Masterplan Consultation

I am writing in reference to the above consultation. The development proposes maintaining the existing trees and woodland and creating new woodland across the development site, this is to be welcomed.

However, the Concept Character Map (fig. 58, p32) indicates woodland creation on the steeper slopes along the southern boundary of the development site, linking and enhancing existing woodland; but this woodland planting is not replicated across subsequent concept maps including the landscape plan (fig. 66, p38). Furthermore the existing woodland at the south-western boundary, along Muggiemoss Road is not depicted in most concept maps.

The Scottish Government's Policy on the Control of Woodland Removal stipulates a strong presumption in favour of protecting Scotland's woodland resources, but also provides recommendations and methodology for managing appropriate woodland removal (www.forestry.gov.uk/woodlandremoval). This plan should be developed in-line with the guidance provided by the Policy.

The detailed proposals should indicate all proposed tree felling and any new planting areas. Woodland removal should only be considered on the condition that a clear, concise and time-limited transition plan is in place to mitigate any loss through the development.

Yours sincerely

[REDACTED]

[REDACTED]
Development Officer
Forestry Commission Scotland

Tillydrone Community Council

██████████ Secretary

██████████
Tillydrone

Aberdeen AB24 ██████████

Monday 16th December 2013

Ref: Response to Persley Den, Woodside (OP135) Masterplan Consultation Document.

Tillydrone Community Council considers the proposals to be not firm enough on matters of Access to meet the masterplan objective on transport.

"Create attractive routes and enhance existing routes to promote sustainable transport"

As we have already pointed out, the Local Development Plan is flawed in the respect that the planned growth of Aberdeen is unsustainably reliant upon motorised transport as being the dominant means of travel.

We find it galling that a major reason given for the approval of the 3rd Don Crossing was to alleviate congestion at the Haudagain 'pinch point', but before the bridge construction works have begun we are presented with development plans likely to introduce an additional 600 car journeys onto the roads adjacent to the junction, surely exacerbating current tailbacks.

We find these development trends concerning as our community, currently bounded by major road arteries to the south and east, and soon to have a main road running through its heart, will be directly affected by further increases in road traffic associated with an expanding city devoid of an effective public transport system and active travel network.

The development proposals do little to convince any discerning reader that the new residents will use sustainable means of travel, therefore one can only presume they will be reliant on private transport for movement.

Statements such as "There is an ambition to provide a pathway...", and "There is a long-term aspiration to develop a Donside cycle way..." are simply not good enough. Neither is the reliance on the existing low valued public transport provision.

Well maintained walking and cycle paths need to be constructed prior to or at the same time as the Persley Den development, and these routes, to encourage uptake of active travel, must continue uninterrupted all the way into the city centre. Greater expenditure must be allocated to providing an efficient mass transit public transport system upon which city growth can only be sustainable, rather than on expanding a failed road network.

On this vein, we feel similar concern for the long term health of future residents of Persley Den, residing in a river valley within metres of a congested major road where the pollutants from tailed back traffic will accumulate, especially at times of temperature inversion.

Greater concern must be expressed for the development of the respiratory and cardiovascular systems, and brains of children whose journey to school will be alongside heavy traffic, standing metres from polluting exhausts at road crossings. The one advantage is that, unlike Tillydrone, they will be free from rat running vehicles within their immediate neighbourhood.

As this European Union Year of Air draws to a close, with no extra measures to combat air pollution undertaken by Aberdeen City despite having localities of air quality in breach of legal limits, we emphasise that it is imperative, for the benefit of all, that Aberdeen City Council begins to take these health and wellbeing issues seriously and brings sustainable travel to the forefront of planning decisions.

Yours Sincerely,


Vice Chair and Planning Officer

Our ref: PCS/130131
Your ref: (OP135) Masterplan

Rebecca Kerr
Aberdeen City Council
Planning & Sustainable Development
Business Hub 4
Marischal College
Broad Street
Aberdeen
AB10 1AB

If telephoning ask for:
Alison Wilson

16 December 2013

By email only to: pi@aberdeencity.gov.uk

Dear Ms Kerr

Persley Den (Woodside) Masterplan OP135

Thank you for consulting SEPA on the Masterplan for the above development proposal by way of your consultation e-mail which we received on 14 November 2013. We welcome this opportunity to comment on the Masterplan, Draft 2b, for Persley Den (hereby just referred to as the "Plan").

As you will be aware we have previously provided written advice on the draft masterplan for this area in our correspondence of 27 September 2013 (our reference PCS/129047) and made a number of recommendations and comments. We are **pleased to note** that our recommendations have been incorporated into this draft of the Plan and have summarised these below for your information.

1. Previous recommendations

Flood risk

- 1.1 We can confirm receipt of the Draft Flood Risk Assessment (FRA) by way of your e-mail of 26 November 2013. We have reviewed the draft FRA however Appendix A and B have not been completed and this information is needed to assess the flood risk at the site. As such we have no further advice or comments on flood risk at this stage to add to our comments on flood risk in section 1 of our correspondence of 27 September 2013. We look forward to receiving a copy of the full FRA for our further advice.

Protection of the water environment

- 1.2 We are pleased to note that the recommended wording, in section 2.2 of our previous response, to investigate opportunities on site to redevelop water features has been added to page 20 of the Plan.

Construction environmental management and pollution prevention

- 1.3 We are pleased to note that the recommended reference within section 5.2 of our previous response, to the requirement for pollution prevention and environmental management to be



Chairman
David Sigsworth
Chief Executive
James Curran

Aberdeen Office
Inverdee House, Baxter Street
Torry, Aberdeen AB11 9QA
tel 01224 266600 fax 01224 896657
www.sepa.org.uk

addressed by the applicant during the construction phase, has been added under a sub heading: Pollution Control within Section 12 of the Plan.

Space for waste management provision within the site layout and Site waste management plan (SWMP)

- 1.4 We are pleased to note that the recommendations, in sections 6.2 and 6.3 of our previous response, to reference waste management and the requirement for a site waste management plan within the Plan have been added under a sub heading: Waste Management within Section 12 of the Plan.

Regulatory and best practice advice for the applicant

- 1.5 We are pleased to note that the recommended reference, in section 8.3 of our previous response, to planning permission being separate from environmental licensing has been added under a sub heading: Environmental Licensing within Section 12 of the Plan.

As such we have no further comments on the Plan at this time but would be pleased to provide further advice as this proposal progresses to the detailed planning stage.

If you have any queries relating to this letter, please contact me by telephone on 01224 266656 or by e-mail to planning.aberdeen@sepa.org.uk.

Yours sincerely

Alison Wilson
Senior Planning Officer
Planning Service

Disclaimer

This advice is given without prejudice to any decision made on elements of the proposal regulated by us, as such a decision may take into account factors not considered at the planning stage. We prefer all the technical information required for any SEPA consents to be submitted at the same time as the planning application. However, we consider it to be at the applicant's commercial risk if any significant changes required during the regulatory stage necessitate a further planning application and/or neighbour notification or advertising. We have relied on the accuracy and completeness of the information supplied to us in providing the above advice and can take no responsibility for incorrect data or interpretation, or omissions, in such information. If we have not referred to a particular issue in our response, it should not be assumed that there is no impact associated with that issue. If you did not specifically request advice on flood risk, then advice will not have been provided on this issue. Further information on our consultation arrangements generally can be found in [How and when to consult SEPA](#), and on flood risk specifically in the [SEPA-Planning Authority Protocol](#).

Rebecca Kerr

From: Judith Stones
Sent: 19 December 2013 11:31
To: Rebecca Kerr
Subject: RE: Updated Draft Report for Consultation - Persley Den (Woodside) Masterplan OP135: Consultation Results

Many thanks, Rebecca. I've now had a look at the Masterplan, which is very interesting. I have a couple of comments. It's possible I've missed something in the document, so forgive me if I'm commenting on something that is already covered.

I note that Historic Scotland suggested consulting the local authority archaeologist (ie me). I may be wrong, but I don't think the authors of the Masterplan did that and if they didn't, it shows in the document. HS have obviously spotted that too. I think there should have been a cultural heritage section to sit alongside the quite lengthy information about ecology. I think I agree that there are no known archaeological sites actually within the development area. I know that because I've looked at the Sites and Monuments Record and other relevant sources, and because I know the area's history/archaeology well, but somewhere the document needs to demonstrate that that process has been gone through by the authors of the report. There should also be a statement to the effect that there may be as yet unidentified archaeological and historic sites within the development area and how such potential will be dealt with through the planning process.

The development is very close to some immensely significant features of the industrial landscape of Aberdeen. Do we need to assess how this development might impact on the quite fragile remains of the lades and other buildings – earthmoving nearby, landscape changes nearby, more people about etc etc? Having, with colleagues led a large number of public guided walks along that bank of the Don, I'm very keen to have the remains properly surveyed in an historic building recording exercise before they crumble further. That could be professionally led but could also be a 'community' exercise. Might there be any opportunities to fund such a programme through this sort of development, which will surely impinge on some way on the industrial remains even if they aren't quite on the site.

Many thanks. I realise I don't fully understand the masterplanning process!

Judith

From: Rebecca Kerr
Sent: 19 December 2013 09:08
To: Judith Stones
Subject: RE: Updated Draft Report for Consultation - Persley Den (Woodside) Masterplan OP135: Consultation Results

Hi Judith

If you'd like to comment on just the Masterplan document itself, please feel free to do so.

Any comments you make I can then incorporate into Appendix 1 or the Committee Report where appropriate.

Do not hesitate to contact me if you have any queries.

Kind regards,
Rebecca

Rebecca Kerr | Planner - Masterplanning, Design and Conservation | Planning and Sustainable Development | Enterprise, Planning and Infrastructure | Aberdeen City Council | Business Hub 4 | Ground Floor North | Marischal College | Broad Street | Aberdeen | AB10 1AB

Roads Development Control
Woodside Masterplan Comments

4.4

Core Path 7 should be upgraded within the confines of the site. This does not necessarily have to be to an adoptable standard unless it is subsequently identified as forming part of the pedestrian access infrastructure. The core path should however be lit, of a suitable surface material, drained and generally 3m in width to render it suitable for pedestrians and cyclists. Multiple points of access to the site from Core Path 7 should be provided.

The National Cycle Route provision through the site must be maintained and the infrastructure upgraded. There are a variety of means by which this can be delivered, the detail of which will be ascertained through the Transport Assessment process. However this should be a route segregated from vehicular traffic and be to an adoptable standard, which will include drainage and lighting.

Figure 30 needs to be altered so that the 400m distance from the bus stops identified makes use of actual and proposed walking routes, and is not based on radii. This gives the impression that the site is more accessible by public transport than it actually is. The table on page 16 should identify which routes are accessible from which bus stops, and whether these are within a 400m walk distance of all properties. Paragraph 168 of Scottish Planning Policy stipulates that planning permission should not be granted for development sites that are outwith a 400m walk distance of public transport services. It appears from my initial considerations that the majority of the site would be outwith meaningful public transport access. The apparent lack of public transport access to this site is one of my primary concerns in respect to this site, and is something that must be adequately addressed at this masterplan stage.

In principal it will be possible to access the site on foot from Mugiemooss Road and from the east via Don Terrace etc. At present there is no continuous pedestrian infrastructure on this route, and as such if this is to be presented as a pedestrian access route, adequate provision will need to be put in place.

The current proposals of a singular access point would not meet with the Councils standards. It is understood that an enhanced access from Mugiemooss Road will be provided, however further details should be provided having been discussed with this section. All options will need to be considered. Consideration will need to be given to either upgrading, restricting or preventing vehicular access from Don Terrace etc. as appropriate.

4.8

A Drainage Impact Assessment will be required at the appropriate stage of the development in order to ensure that infrastructure which will be adopted will not flood in the required timescales and conditions.

4.11

Any new or altered utilities should not be located under the carriageway of new roads, but rather in service strips, which will be adopted, adjacent to the roads.

5.0 and 6.8

Further information should be provided in the masterplan as to exactly what each street type in the hierarchy will consist of. This should be included within the masterplan and be subject to review by Roads Development Control prior to its inclusion. Access for private houses vehicular parking should not be taken from the High Street or those streets at the top of the street hierarchy, and it may not be appropriate from some streets lower down the street hierarchy. On street parking throughout the development should be at an absolute minimum, and discouraged through design. Wherever it is envisaged that this may occur, designated parking areas the purpose of which is clear to drivers should be provided.

On all residential streets, all individual residential car parking should be located to the rear of properties, and accessed along lanes. This is in accordance with the requirements of Designing Streets, leaving the street to the front of properties as an enhanced multi-modal environment.

There appears to be a central 'square' area within the middle of the development, adjacent to the High Street. This is identified as a primary street in the hierarchy. However, it is likely that this area will have larger numbers of pedestrian movements accessing communal facilities and areas. This central square area should therefore be largely pedestrianized, with adequate car and cycle parking in designated areas in order to prevent on street parking.

6.0

There are a number of crossroads within the masterplan layout shown in various figures, but with most clarity in Figure 61. While these are permitted in accordance with Designing Streets they can only be permitted where traffic flows are very low, for example in shared surface areas where each street serves only a very small number of houses. Crossroads in the masterplan must be removed from all other streets.

There are two squares identified within the masterplan that appear to be large areas of hardscaped street material. If these areas are left as shown, substantial traffic management and parking restrictions will be required. It would therefore be advantageous if these could be designed to be pedestrian only areas, with traffic routes provided and identified parking areas for cycles and cars included.

I note that foot and cycle paths will be provided connecting Hutcheon Low Parade with the development. These should be to an adoptable standard and must link with existing adopted infrastructure, and that proposed as part of the development.

6.7

The development access road should have a shared use foot and cycleway on one side of the carriageway, and a footway on the other. Other streets within the development may require this provision and further comment will be made on receipt of the street hierarchy information discussed above. Account should also be taken of links to infrastructure within the development and NCN Route 1.

The masterplan states that facilities on Great Northern Road are available within 1km walk and Woodside Primary School is within 1600m. No information is given in respect to secondary school provision, and this should be included at this stage. Information should include which school children will attend and that it is within an acceptable walk distance using acceptable infrastructure.

It is stated that the most attractive public transport facilities will be those on Great Northern Road as these are the nearest city centre bound services, and the only service operating all day every day. The masterplan states that these bus stops are 800m from the site, however it is unclear from where this is measured. It is likely that many houses will be substantially further than this. In any case this distance is in excess of the minimum requirement of policy for new developments. It will therefore be a likely requirement that a city centre bound service penetrate the site to the extent that all housing units are within 400m. This should be outlined in the masterplan.

While the road connections section acknowledges that the access will allow for the future scheme of Haudagain improvements and the dualling of Mugiemoos Road. The masterplan should emphasise that the development will allow for the Council's preferred scheme, outline of which has been provided to the developers transport consultants. The third paragraph in the Road Connections section states that 'satisfactory' access for all parties for the upgrading of Mugiemoos Road will be provided. The word 'satisfactory' should be replaced with 'full'.

Figures 61 and 77 contradict Figures 54-57 in terms of the pedestrian accessibility to Core Path 7. Figure 77 identifies a pedestrian route towards Don Terrace that at present has no pedestrian infrastructure. It should be acknowledged that this will be upgraded to an adoptable standard. The diagrams throughout the masterplan should show consistency in terms of the links to Hutcheon Low, and at present they do not, for example Figure 77 shows infrastructure not shown in Figure 61, although this is prevalent throughout the report. If a bus route cannot be provided through the development, then the developers should consider providing a pedestrian and cycle bridge from the development across the railway to the A96, to establish the extent to which this improves public transport accessibility. In addition a pedestrian/ cycle bridge across the River Don to connect with Laurel Drive and the First Aberdeen service 1 should be provided. These should be shown in Figure 77. An alternative would be the provision of a subsidised bus service through the site for a substantial number of years.

6.8

In Figure 55 the village square is identified as a primary street, however in section 6.8 it has its own designation. This should be clarified. The hierarchy in Figure 55 (main streets, secondary streets and lanes/ courts/ mews) does not accord with that in section 6.8 (village square, primary route, residential courtyard and residential street). Again, this should be clarified, and the document should be consistent throughout.

Figure 81 shows a courtyard which is dominated by car parking. This does not accord with the policies of designing streets.

7.2/7.3/7.4

At all times the Councils car parking standards will require to be adhered to in terms of off street parking. It will not be acceptable to provide parking for flats, housing or other parts of the development on street.

12

I note that the developer will provide a contribution towards the upgrade of Mugiemoos Road. Further road infrastructure improvements may be required, depending on the outcome of the Transport Assessment. A full residential Travel Plan will be required, of which a Residential Travel Pack will form part.

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Strategic and Local Transportation Projects Update Report
REPORT NUMBER:	EPI/13/233

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) Note the information contained within Section 2 of the main body of the report pertaining to the Bridge of Don Park and Ride and instruct the relevant officers to feed into the Masterplanning process for the Aberdeen Exhibition and Conference Centre (AECC) site and subsequent processes in the delivery of the development;
- d) Note the discussions that have taken place to date between the Quality Partnership for Public Transport partners on the possibility of entering into a Statutory Quality Partnership and instruct officers to work with partners to develop a draft agreement for approval by Members and to report back to this Committee in six months time on progress; and
- e) Approve the Council's participation in CARE North Plus.

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 28th August, 30th October and 16th December 2013. The minute of the August meeting is included as Appendix A to this report; minutes of subsequent meetings will be included in future reports 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 still outstanding in Aberdeen City follows.

1.2.1 Active Travel

Core Paths

Structural works are now complete on the Don Bridge at Parkhill which forms part of the Formartine and Buchan Way. Further feasibility studies are ongoing.

Greenbrae Cycle Project

Work is ongoing to implement two shared use pedestrian and cycle routes, one from Dubford Road to Middleton Park, the other from Dubford Gardens to Cypress Grove. Footway improvements were undertaken in November 2013 ahead of signal crossing improvements and signing, due for completion by the end of March 2014.

Following on from a survey of Greenbrae School pupils in September, a survey open to all residents took place in late 2013. Results show that the project is being received favourably by the community and that there is a clear desire for it to continue. They reveal that:

- 92% of respondents were aware of the project;
- 59% agreed that the initiatives that had taken place in their neighbourhood had encouraged them to walk or cycle more or to take up cycling;
- 89% believe that the project has had a positive impact on their community; and
- 77% of parents feel comfortable allowing their children to cycle to school.

However a significant proportion of respondents still feel there are barriers to cycling in their neighborhood, most prominently road safety

concerns (38%) and lack of access to bicycles (33%). Officers therefore hope to look at ways of addressing these issues during 2014/15. Greenbrae School is confirmed to again take part in the Give Me Cycle Space campaign in 2014 which should contribute to addressing road safety concerns.

Ellon Road Strategic Cycle Links

Following completion of a feasibility study, a detailed design has been prepared and is currently being reviewed. It is hoped that funding can be secured to commence implementation of the route next financial year.

Anderson Drive Strategic Cycle Links

The design of improvements for cyclists along the route is near completion and it is intended that implementation of small scale improvements will be undertaken this financial year for the benefit of pedestrians in the short term. Traffic Regulation Orders (TROs) will be taken forward to consultation in early 2014.

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.

The Parkway Strategic Cycle Links

Consultation is being 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

A recreational route linking School Drive/Golf Road with the Beach Esplanade has been implemented, jointly funded by the Council's CWSS (Cycling, Walking and Safer Streets) allocation from the Scottish Government.

Westhill to Aberdeen Cycle Route Improvements

Nestrans has decided to remove this project from the 2013/14 programme as no satisfactory solution to the drainage problems has been found.

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

The contract is currently out to tender.

A96 Park and Choose

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

1.2.3 Freight

A947 Oldmeldrum Road/Dyce Drive Junction Improvement

Relining and junction widening is now complete.

Howe Moss Drive/Dyce Drive Junction Improvement

This project is unable to progress until land issues have been resolved.

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). This forms part of the overall Locking in the Benefits project which is ongoing, however it is unlikely that any conclusions will be reached this financial year. Members will be kept up to date on the progress of this project through future reports to this Committee.

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 Public Acceptability Assessment is now complete. Preparation of the final Part 1 Appraisal Summary Tables (ASTs) and Volume 2 of 4 of the STAG Report is due for completion by the end of January 2014.

Feasibility and Design Aspects of Locking in the Benefits

Discussion is being undertaken on the focus of this piece of work which is dependant on the outcomes of the Locking in the Benefits project. Members will be kept up to date on the identification of suitable schemes through future reports to this Committee.

Economic and Environmental Assessment for City Centre Pedestrianisation

The Aberdeen City Centre Traffic Model upgrade is now complete. The model is being used to test traffic options for Broad Street in relation to the Marischal Square development and a review will then be undertaken for the City Centre as a result of Union Street

Pedestrianisation. The Economic Activity and Location Impacts section of the Union Street study has commenced, capitalising on survey work being carried out by Aberdeen Chamber of Commerce. Elements of the Environmental Study will also commence ahead of the traffic modeling results.

- 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 Bridge of Don Park and Ride

- 2.1 Following a study into options for future Park and Ride provision in Bridge of Don, reported to this Committee on 21st May 2012, Members noted the results of the study, agreed that the existing Park and Ride provision at Bridge of Don remain as a minimum and *instruct(ed) officers to further consider how Options 6 and 10 could achieve the remaining capacity required for the optimum 1000 spaces in the context of the forthcoming AECC Development Framework, including public and stakeholder consultation.*
- 2.2 At its meeting of 31st October 2013 the Council agreed the 'Procurement for a Development Partner for AECC and Surrounding Areas'. One of the implications of this is that a Masterplan must be prepared for the current AECC site at Bridge of Don for new uses.
- 2.3 Throughout the process of securing a Development Partner, opportunities to provide a 1000 space Park and Ride car park within the existing site were considered and have been included in development viability studies. These have concluded that such a car park can be accommodated in any proposed redevelopment of the site with no detrimental impact on the viability of the development.
- 2.4 The Committee will be updated on progress as the Masterplan develops. The Masterplan will also be subject to extensive public and stakeholder consultation throughout its development. It is anticipated that a permanent Park and Ride can be secured at the site throughout the development phases and that a best value enhanced resource can be provided for the north of the city at the existing AECC site.
- 2.5 The economic benefits of maintaining a Park and Ride at the existing site were reported to this Committee in November 2012 when user benefits including travel time, vehicle operating costs, public finances and local network benefits such as noise, local air quality, greenhouse gases, journey ambience and accident benefits were evaluated. As would be expected, the benefits increase as the volume of traffic using the Park and Ride increases and the report showed that the financial

benefit (net present value) of the Park and Ride site substantially outweighs any anticipated expenditure to create the infrastructure.

- 2.6 It is therefore recommended that Members note the above in respect of the Bridge of Don Park and Ride and instruct the relevant officers to feed into the Masterplan and subsequent processes in the delivery of the Development.

3 Statutory Quality Partnership for Public Transport

- 3.1 Aberdeen City Council, Aberdeenshire Council, First Aberdeen and Stagecoach Bluebird have been involved in a voluntary Quality Partnership (vQP) for Public Transport since 1998. Nestrans joined the partnership in 2007 and the partnership agreement was re-signed by all parties in 2010.
- 3.2 The purpose of this voluntary partnership has been to improve quality standards. Objectives include increasing bus usage, reducing traffic levels and congestion and increasing social inclusion by improving accessibility of the bus network. Some practical examples that have been undertaken to date include the introduction of low-floor buses, the installation of bus priority measures, a range of ticketing and information measures and coordinated publicity and promotional campaigns.
- 3.3 At recent meetings of the LABOF (Local Authority Bus Operator Forum) Executive Group (essentially the delivery group for the Quality Partnership, with representation from all partners) concerns were raised that significant progress on achieving the Quality Partnership objectives was not being made through existing voluntary partnership working and that consideration should be given to entering into more formal partnership arrangements. It was agreed that a statutory Quality Partnership (sQP) may therefore be worth pursuing.
- 3.4 Aberdeen City Council has already expressed its willingness to consider entering into a sQP. The current Aberdeen Local Transport Strategy, adopted in 2008, states that *ACC will seek to work with partners to develop a more robust Quality Partnership for public transport, potentially leading to the introduction of a Statutory Quality Partnership.*
- 3.5 A number of sQPs are now emerging in England with the advent of 'Better Bus Areas' and two sQPs have been promoted in Scotland by Strathclyde Partnership for Transport (SPT) with Glasgow City Council and with South Ayrshire Council. The Transport (Scotland) Act 2001 sets out the legislative basis for sQPs.
- 3.6 A vQP of the kind we currently have in the North East of Scotland has no legislative basis; in contrast a sQP is a formal legal agreement between the transport authority(ies) and participating operators. A sQP

is a scheme declared by one or more transport authorities which defines a geographic area in which the authority(ies) invest in improved public transport facilities and infrastructure. Bus operators who then wish to use these facilities undertake to provide services of a particular standard agreed with the transport authority(ies).

- 3.7 A sQP is a flexible policy tool which can be used to address a range of public transport issues including patronage growth, modal shift, air quality, service quality, vehicle improvement and improved customer service. In doing so sQPs can create a more certain and stable environment within which operators and transport authorities can invest scarce resources and continuously improve local bus services.
- 3.8 In accordance with the legislation, a sQP scheme must set out the following details:
- the specified facilities to be provided by the authority(ies);
 - the specified standard of services which operators are required to provide;
 - the date on which the scheme will come into operation;
 - the period for which it shall remain in operation; and
 - procedures for determining any dispute arising in relation to the scheme.
- 3.9 From a transport authority perspective, the range of specified facilities that can be promoted as part of a sQP include bus priority measures, improved bus stop and access measures, improved bus shelters and enhanced bus route monitoring. Operators are required to provide services to specified standards which can relate to the quality of buses and services, the condition of buses, service reliability, user access, minimum frequencies and quality of customer care. Maximum fare levels cannot be specified under Scottish sQP legislation.
- 3.10 Unlike a vQP, under a sQP operators are prohibited from using the facilities specified in the sQP unless the service standards required by the scheme are met. In particular, an excluded operator who fails to comply with the scheme conditions can face enforcement action by the Scottish Traffic Commissioner. Further details of sQPs are given in Scottish Government Best Practice Guidance available at <http://www.scotland.gov.uk/Resource/Doc/277937/0083501.pdf>
- 3.11 When compared with other available policy tools aimed at improving bus services, sQPs have a number of advantages and disadvantages.

The main advantages of sQPs are:

- sQPs can offer a stable environment for transport authority investment that is required to deliver bus policy intended to increase quality;
- sQPs are a flexible policy tool as the range of specific operator standards can be targeted or aimed at what the transport

authority wishes to deliver in terms of customer service, quality of vehicles, modal shift, service reliability, and/or emissions;

- a sQP can offer the stability required to justify higher levels of bus operator investment in vehicles and/or services;
- as all operators must conform to the same conditions if they wish to use the facilities provided, quality levels can be raised in a consistent manner and any benefits accrued from transport authority investment maximised;
- there are available mechanisms to address issues of non-compliance, thus bringing more certainty that the benefits of investment will be delivered; and
- there is a statutory framework behind the provision, maintenance and delivery of bus priority and other quality measures needed to enable bus services to operate punctually and reliably.

In terms of disadvantages:

- sQPs are more bureaucratic than vQPs, requiring a formal approach and the fulfilment of various statutory requirements in promoting a scheme including a Statutory Consultation exercise;
- sQPs are more resource-intensive than informal partnership arrangements both in the development and promotion of the scheme and in monitoring the outcomes; and
- in specifying higher quality services there is the potential of creating an additional barrier to market entry for prospective operators of local bus services.

3.12 There are also potentially significant financial implications associated with the capital and revenue investment committed by the respective partners in any effective sQP, however similar investment is currently required under the existing voluntary arrangements. There is also the potential of attracting additional funding to what could be recognised as an innovative scheme, both from the Scottish Government in the case of local authorities, and from participating operator's respective Head Groups.

3.13 In discussing the option of entering into a sQP, members of the LABOF Executive have suggested that, if pursued, such an initiative should focus on one radial corridor that could derive benefits for all partners. In this respect, the Queens Road/A944 corridor has been highlighted as a possible sQP corridor, although the full details and implications of this will require to be investigated more thoroughly.

3.14 It is therefore recommended that Members note the discussions that have taken place to date between the Quality Partnership for Public Transport partners on the subject of Statutory Quality Partnerships and instruct officers to work with these partners to develop a draft agreement for approval by Members and to report back to this Committee in six months time on progress.

4 CARE North Plus

- 4.1 The EU Interreg IVB project CARE North (Carbon Responsible Transport Projects for the North Sea Region) came to an end in March 2013. CARE North was instrumental in match-funding a number of projects including the Aberdeen Car Club, electric vehicle charging infrastructure, freight initiatives, journey time expansion, events and promotions as well as exploring feasibility for a low emission zone, on-street bicycle rental and on-street bus ticketing. Further information on the projects can be found at: www.aberdeencity.gov.uk/lez.
- 4.2 A previous report to this Committee in May 2013 recommended approval in principle to take part in CARE North Plus, an 18 month extension to the original project, continuing the sustainable transport work. The recommendation was agreed and the application to the North Sea Region Interreg programme submitted. The grant funding has now been secured. As the previous recommendation related to approval in principle, this report is requesting that approval is granted in full for Aberdeen City Council to participate in CARE North Plus. This will require a total contribution (50% match funding) from Aberdeen City Council of 26,000 Euros over 18 months which will primarily consist of staff time.
- 4.3 It is therefore recommended that this Committee approve in full the Council's participation in CARE North Plus.

B) Issues for Information

Active Travel and Air Quality

5 Wayfinding

- 5.1 As reported to this Committee in November 2013, Aberdeen Inspired appointed a consultant to work in partnership with Council officers to devise a new wayfinding strategy for the City of Aberdeen.
- 5.2 Sign locations and concept design have now been agreed. Draft artwork for the pilot scheme design is complete. It is intended that a pilot scheme will be implemented in May 2014 and monitoring will be undertaken to measure the viability of the proposals prior to implementation on a larger scale.

6 School Cycle Parking

- 6.1 In November 2013 cycle parking facilities were installed at 2 schools in Aberdeen. Forehill School gained a covered parking facility, while St. Joseph's RC School gained two shelters for their existing cycle racks, an additional covered facility and a scooter rack. A new cycle shelter was also installed at Cults Primary School in January 2014. These

facilities were co-funded by Sustrans Scotland and Aberdeen City Council via the CWSS fund.

- 6.2 CWSS funds were also used to purchase two scooterpods for Airyhall School, capable of accommodating 12 scooters each. Staff at the school had become concerned at the lack of scooter parking which was impacting on the availability of cycle racks.
- 6.3 Hazlewood School has been successful in an application to the Nestrans Sustainable Travel Grant Scheme, gaining £1,490 in match-funding for the installation of four cycle lockers at the school to cater for staff cycling to work. These lockers have now been installed, with the remaining funds will be supplied from the Council Travel Plan fund.

7 Give Me Cycle Space

- 7.1 Aberdeen City Council has successfully applied to Cycling Scotland to take part in the Give Me Cycle Space campaign for a third consecutive year in 2014. This is a highly successful social marketing campaign helping local authorities to encourage more children to cycle to school.
- 7.2 The campaign uses an innovative mix of media, combining traditional TV, billboard and radio advertising with lamp post banners, ad bikes, and chalk stencilling to deliver a campaign that is visible right to the school gates. When delivered alongside existing activity, such as cycle training, travel planning and the implementation of safer routes to schools, the campaign has proven to be highly effective at breaking down the primary barrier that stops more children riding their bikes to school – parents’ safety fears.
- 7.3 By raising awareness around schools about child cyclists and directly asking drivers to give children cycle space, the campaign demonstrates that action is being taken to improve the road environment around schools. The campaign is run at the start of the summer term to coincide with the delivery of Bikeability Scotland cycle training, to give parents further confidence that their children have the right skills and training to travel to school by bike.
- 7.4 The campaign also involves competitions amongst participating schools, an information pack going home with P5-7 pupils at participating schools to encourage them to discuss cycling with their parents and visits from the Riderz stunt team to some of the schools in the summer.
- 7.5 The following primary schools are so far confirmed to be participating in 2014 – Greenbrae, Glashieburn, Middleton Park, Forehill, Danestone, Dyce, Stoneywood, Kingswells, Airyhall, Hazlehead, Kingsford, Fernielea and Ferryhill.

8 National Cycling Summit

8.1 An inaugural National Cycling Summit took place in Edinburgh on 24th September 2013, the purpose of which, in the words of Keith Brown MSP, Minister for Transport and Veterans, was to *open constructive discussion with elected members and senior local authority officials about what more we can all do to make cycling a more attractive and safe travel option for all our constituents*. Holding a National Cycling Summit was one of the three priority recommendations in Cycling Scotland's progress report on the first Cycling Action Plan for Scotland (CAPS).

8.2 The Minister asked the Summit to:

- (i) support the actions in CAPS 2013;*
- (ii) develop and maintain local active travel strategies and plan for future cycling infrastructure development;*
- (iii) promote and monitor cycling and walking investment, by matching our additional £20m, in order to benefit all communities; and*
- (iv) meet again in a year's time to discuss progress.*

A summary note of the summit has been included as Appendix B to this report.

9 Electric Vehicle Charging

9.1 The publicly-available electric vehicle charge points now run on the Charge Your Car (CYC) network. Users can sign up to CYC online and pay a one-off fee of £10 to buy a swipecard which will allow them to use any Transport Scotland-funded unit in Scotland. CYC will shortly be launching a system where users can stop and start their charge via phonecall, text or mobile phone app. The CYC network will also operate a back office facility which will monitor usage of the units.

9.2 In the August 2013 report to this Committee, Members were informed that the Council had been successful in securing funding from the Office of Low Emission Vehicles (OLEV) as part of their Public Sector Estates Chargepoints Scheme for an additional two charging sites in the City. Officers are currently working with Scottish and Southern Energy (SSE) to install these at Golden Square and the Dunmail Avenue Car Park in Cults. At both of these locations each unit will have two sockets, one for use by members of the public, the other for an electric car club vehicle. A location is still being investigated for a new rapid charge unit, being funded by the Scottish Government, as detailed in the November 2013 report. It is envisaged that all of these units will be operational by April 2014 and will run on CYC network.

9.3 Figures have now been released for usage of the currently available charge points, installed in July 2013. According to the data, between 1st October and 15th December 2013 the points were used 228 times across the nine sites, outperforming the Scottish Government estimate of 198 uses. The most popular public site was the Rapid Charger at

Sclattie Park, with the Rapid and Standard Chargers at Gallowgate and the Chapel Street Fast Charger all outperforming the estimates.

10 Car Club

- 10.1 The Co-wheels car club in Aberdeen continues to grow with three additional bays now created, at the Butchart Recreation Centre on University Road, on Palmerston Road and on Stanley Street. The first two sites already host a new Co-wheels car with a Stanley Street car set to arrive soon. Co-wheels now have twenty cars in Aberdeen, including four electric cars and one Wheelchair Accessible Vehicle (WAV).
- 10.2 In order to accommodate the projected growth of the car club during 2014, TROs are being progressed for another fifteen spaces across the City. Further details will be included in a separate report to this Committee.

Major Projects

11 Non-Housing Capital Projects

- 11.1 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 underway; site preparation works including tree felling underway; 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:** options are currently being explored for the phasing of the Berryden corridor project as a whole; a further update will be provided at the next meeting of this Committee;
- **Marischal Square - Option Appraisal:** option testing has been undertaken and option appraisal will be complete by the end of January 2014. The outcomes of the Transport Assessment on

options for Broad Street will be reported to this Committee in March 2014 ; and

- **Union Street Pedestrianisation:** key milestones to be revisited following Marischal Square option appraisal.

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

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 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 listed projects will also assist delivery of the 5 year Corporate Business Plan, in particular the Enterprise, Planning and Infrastructure Directorate's aims to *Protect and enhance our high-quality, natural and built environment and Support the delivery of a fully integrated transport network.*

An Equalities and Human Rights Impact Assessment (EHRIA) has not been undertaken on this report as it merely provides an update on various projects and schemes, many of which will be subject to their own individual EHRIAs. The LTS and RTS from which the transportation schemes within this report are an integral part have been subject to the appropriate assessments.

This report may be of interest to members of the public as it concerns various transport schemes taking place throughout the region which have the potential to affect all members of the travelling public.

7. MANAGEMENT OF RISK

Footway and cycleway improvements described in this report have no identified maintenance budget of their own and could impact on the Council's maintenance budgets in the future. This represents a potential Hazard and Financial Risk to the Council. This has been minimised, however, by the use of high-quality design and installation materials which should ensure longevity of new infrastructure. The risks of inaction (not improving pedestrian and cycle

infrastructure) are also significant in terms of a poor quality environment, poor reputation for the City of Aberdeen and a decline in active travel which would have significant implications for the health and wellbeing of the citizens of Aberdeen (Opportunity, Environmental and Customer/Citizen Risks).

8. BACKGROUND PAPERS

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

9. REPORT AUTHOR DETAILS

Will Hekelaar
Planner (Transport Strategy and Programmes)
Whekelaar@aberdeencity.gov.uk
Tel. No. (52)3324

Appendix A

NORTH EAST TRANSPORT PARTNERSHIP

Minute of Meeting of the North East Transport Partnership

Aberdeen, 28 August 2013

Present: Councillor Argyle (Chairperson); Councillor Milne and Eddie Anderson (Deputy Chairs); and Councillors Finlayson and Yuill (as substitute for Councillor McCaig) (Aberdeen City Council), Councillors Buchan, Clark, and Latham (Aberdeenshire Council); David Sullivan (External member).

Councillor Taylor (Aberdeen City Council) was in attendance as an observer.

In attendance: Jenny Anderson (Nestrans), Jim Boyle (Deloitte), Tom Buchan (Aberdeenshire Council), Rebecka Coull (Aberdeen City Council), Rab Dickson (Nestrans), Derick Murray (Nestrans), Ewan Wallace (Aberdeenshire Council), and Karlyn Watt (Deloitte).

Apologies: Councillors Grant and McCaig (Aberdeen City Council), Dr Bochel and Stephen Archer (Advisers to the Board)

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

<http://www.nestrans.org.uk/57/board-meetings.html>

ORDER OF AGENDA

1. The Chair suggested that items 7(a) and (b) (Budget Matters and Statement of Accounts and External Auditor's report to the Partnership) be considered immediately after item 1 of the agenda (minute of previous meeting), in order to allow the Deloitte officers to present their report at an earlier point in the meeting.

The Board resolved:

to concur with the suggestion of the Chair.

MINUTE OF PREVIOUS MEETING

2. The Board had before it the minute of its previous meeting of 12 June 2013.

The Board resolved:

to approve the minute as a correct record.

BUDGET MATTERS

3. With reference to article 11 of the minute its previous meeting of 12 June 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:

RTS Strand	Approved Budget (£)	TS funding	Proposed Virement	New Budget (£)
Rail	300,000			300,000
Strategic Road – Capacity Improvements		100,000	25,000	125,000
Strategic Road – Safety Improvements	181,500		9,500	191,000
Strategic Road – Prioritised Maintenance	586,000		(16,000)	570,000
Bus Improvements	830,000		(11K-25K)=(14,000)	816,000
Walking & Cycling	434,500		(41.5K+7K+20K-73K)=(4,500)	430,000
Various	65,000			65,000
Total	2,397,000	100,000		2,497,000

The report advised that Nestrans had been awaiting publication of the GRIP3 (Governance for Railway Investment Projects) study to select a single option for Aberdeen to Inverness line improvements, including new stations and service enhancements, before commissioning a rail timetabling study to investigate the potential for additional stops at local railway stations to provide an improved local rail service. The Minister for Transport however had recently indicated in response to a question by Alison McInnes MSP that the GRIP3 study by Network Rail for Transport Scotland was not expected to be published until early 2014. As this would not allow sufficient time for Nestrans to commission a timetabling study this financial year it was proposed to reallocate the £12,850 within the revenue budget for this work and use it to appoint consultants to identify the footprint of land that would be required to complete the dualling of Wellington Road adjacent to Craiginches Prison in order that this area could be safeguarded should the site be redeveloped.

The report recommended –

that the Board:

- (a) note the monitoring position and forecast; and
- (b) agree the virements of £114,000 within the capital budget, and £12,850 within the revenue budget as detailed within the report.

The Board resolved:

to approve the recommendations.

STATEMENT OF ACCOUNTS AND INDEPENDENT AUDITOR'S REPORT

4. With reference to article 7 of the minute of its meeting of 29 August 2012, the Board had before it (1) a report by the Treasurer which presented the audited statement of accounts for 2012/13, and (2) a report by Deloitte which advised that they had undertaken an audit of Nestrans' financial statements, and presented their findings in this regard. Jim Boyle and Karlyn Watt joined the meeting to present the report of behalf of Deloitte.

The report recommended –

that the Board consider the audited Statement of Accounts for 2012/13 and the independent auditor's report.

The Board resolved:

to note the audited statement of accounts for 2012/13, and the report by Deloitte.

LIAISON BETWEEN REGIONAL TRANSPORT PARTNERSHIPS, THE SCOTTISH GOVERNMENT AND OTHERS

5. With reference to article 2 of the minute of its previous meeting of 12 June 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 –

- Aberdeen and Grampian Chamber of Commerce and the Scottish Council for Development and Industry, with the Scottish Office Director in Aberdeen on 17 June 2013
- Transport Scotland regarding A96 dualling in Aberdeen on 18 June 2013
- Aberdeen Strategic Infrastructure Plan in Aberdeen on 25 June 2013
- Energetica Place Making Conference in Aberdeen on 25 June 2013
- Transport Scotland regarding access to Laurencekirk in Glasgow on 27 June 2013
- Transport Scotland regarding the Haudagain roundabout in Aberdeen on 28 June 2013 and via video conference on 2 August 2013
- LABOF Steering Group in Aberdeen on 4 July 2013
- Scottish Partnership Group on High Speed Rail in Glasgow on 8 July 2013
- Regional Transport Partnership Lead Officers in Perth on 14 August 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.

ANNUAL REPORT

6. The Board had before it the draft Nestrans Annual Report (2012/13) and Business Plan (2013/14).

The report recommended –

that the Board:

- (a) consider the draft Annual Report (2012/13) and Business Plan (2013/14);
- (b) approve publication on the Nestrans website once design has been completed; and
- (c) instruct that a link to the published report be sent to Scottish Ministers and Aberdeen City and Shire Councils.

The Board resolved:

to approve the recommendations

REGIONAL TRANSPORT STRATEGY REFRESH

7. With reference to article 3 of the minute of its previous meeting of 12 June 2013, the Board had before it a report by the Director which presented the final Regional Transport Strategy refresh document for approval.

The report recommended –

that the Board agree the final strategy and agree to submit it to Scottish Ministers for their approval.

The Board resolved:

to approve the recommendation.

APPOINTMENT OF EXTERNAL BOARD MEMBERS

8. The Board had before it a report by the Director which presented information on the recruitment and appointment of external board members further to the resignation of Jennifer Craw and Derek Provan.

The report recommended –

that the Board –

- (a) agree the proposals outlined for the recruitment of new external board member(s); and
- (b) appoint a Councillor from Aberdeen City and Aberdeenshire to sit on the appointments sub committee, alongside the Chair and Deputy Chair (Councillor Milne).

The Board resolved:

- (i) to approve the recommendation (a);
- (ii) to note that Councillor Argyle undertook to notify the clerk of the Aberdeenshire Councillor who will sit on the appointment sub committee;
- (iii) to note that Councillor Milne undertook to notify the clerk of the Aberdeen City Councillor who will sit on the appointment sub committee; and

- (iv) to agree that the Chair write to Derek Provan thanking him for his contribution to Nestrans, and the wider north east, during his time on the Board.

ACCESS TO LAURENCEKIRK

9. The Board had before it a report by the Director which advised members as to the outcome of discussions with Transport Scotland and Aberdeenshire Council in relation to taking forward proposals for access to Laurencekirk.

The report recommended –

that the Board:

- (a) approve that Nestrans, on behalf of the three partners, employs a consultant to carry out the STAG assessment works required to develop a preferred option for access to Laurencekirk;
- (b) note the intention to vire £25,000 from savings as described in the budget report (article 3 of this minute refers), to be reallocated to the access to Laurencekirk project in 2013/14;
- (c) note the intention to allocate £75,000 from the 2014/15 budget for the access to Laurencekirk project in 2014/15; and
- (d) instruct officers to negotiate with partners to provide further contribution in 2014/15 thereby reducing the Nestrans contribution requirement in 2014/15 and to report back to the Board.

The Board resolved:

to approve the recommendations.

CYCLING ACTION PLAN

10. The Board had before it (1) the Cycling Action Plan Scotland 2013; (2) a report advising of the Aberdeen Bike Ride proposed by Cycling Scotland; and (3) a report which informed members of the intention to produce an Active Travel Action Plan, and presented timescales and procedures for developing the plan.

The reports recommended –

that the Board:

- (a) in respect of (1) above, note the content of the report;
- (b) in respect of (2) above, note the content of the report; and
- (c) in respect of (3) above, note the content of the report and approve the process towards developing an Active Travel Action Plan in support of the Regional Transport Strategy.

The Board resolved:

to approve the recommendations.

FREIGHT ACTION PLAN REFRESH

11. The Board had before it a report by the Director which sought members' approval of a refreshed Freight Action Plan for the north east.

In relation to page 209 of the report, members requested that the coast road from Altens be included in this section.

In relation to pages 210 and 222 of the report, members requested that Wellington Road be included in these sections.

In respect of the comments above, officers indicated that they were to content to incorporate these changes into the document.

The reports recommended –

that the Board approve the Freight Action Plan refresh, and instruct officers to consult with members of the Freight Forum and North East Transport Consultative Forum and to formally consult with the two councils on the Freight Action Plan.

The Board resolved:

to approve the recommendation, noting that officers would update the document taking on board the comments made.

HEALTH AND TRANSPORT COORDINATOR

12. The Board had before it a report by the Director which requested approval to commit funding from next year's budget to permit the appointment of a Health and Transport Coordinator for a fixed period of two years. It was noted that the post would be jointly funded by Nestrans and NHS Grampian.

The reports recommended –

that the Board note the intention to extend the Health and Transport Coordinator post to a two year appointment, and to allocate £22,500 from the 2014/15 budget.

The Board resolved:

to approve the recommendation.

HEALTHCARE TRANSPORT SHORT LIFE WORKING GROUP

13. The Board had before it a report by the Director which advised members of the publication of the Scottish Government's Short Life Working Group's report on healthcare transport.

The report recommended –

that the Board:

- (a) note the requirements/ encouragements within the Scottish Government's Short Life Working Group's healthcare transport paper;
- (b) remit consideration of the paper to the Health and Transport Steering Group for consideration; and
- (c) instruct that a further report comes to the Board with the results of that consideration, and proposals for taking forward the paper's recommendations.

The Board resolved:

to approve the recommendations.

BUS INVESTMENT FUND BIDS

14. The Board had before it a report by the Director which requested approval to commit funding from next year's budget to permit the submission of bids to the Scottish Government's Bus Investment Fund.

The report recommended –

that the Board note the intention to allocate £37,500 from the 2014/15 budget for Kingswells Park and Choose and agrees to use funds within the Getabout budget for promotion and publicity of these schemes should the bids to the Bus Investment Fund be successful.

The Board resolved:

to approve the recommendations.

PROGRESS REPORT

15. With reference to article 6 of the minute of its previous meeting of 12 June 2013, the Board had before it a progress chart summarising the work in the three sub strategies of the Regional Transport Strategy as at 20 August 2013.

In relation to EC1a (page 247 of the report – reducing journey times to Edinburgh and Glasgow, and further south), it was noted with disappointment that the publication of the final study had been delayed, despite assurances to the contrary.

The Board resolved:

- (i) to note the content of the progress chart; and
- (ii) in relation to EC1a (page 247 of the report – reducing journey times to Edinburgh and Glasgow, and further south), to agree that the Chair write to the Minister intimating the Board's concern around the slippage in timescales.

PUBLICATIONS AND CONSULTATIONS

16. With reference to article 7 of the minute of its previous meeting of 12 June 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 –

- review of Local Air Quality Management in Scotland
- Aberdeen International Airport – Noise Action Plan
- Bus Regulations (Scotland) Bill
- Infrastructure and Capital Investment Committee – report on community transport

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.

INFORMATION BULLETIN

17. With reference to article 14 of the minute of its previous meeting of 12 June 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
- TEN-Trans European Project
- Scottish Transport Awards
- Scotland's National Marine Plan
- European Union Guidelines on State Aid to airports and airlines
- Aberdeen to Inverness railway
- Nestrans press releases
- Getabout events

The report recommended –

that the Board note the content of the report.

The Board resolved:

to approve the recommendation.

CONFERENCES AND PRESENTATIONS

18. With reference to article 15 of the minute of its previous meeting of 12 June 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

19. With reference to article 16 of the minute of its previous meeting of 12 June 2013, the Board had before it a report by the Director detailing pending business and information on reports to be submitted to future Board meetings.

The report recommended –

that the Board note the content of the report and agree the provisional scheduling of major reports to future meetings.

The Board resolved:
to approve the recommendation.
- **PETER ARGYLE, Chairperson**

Appendix B

**Summary Report on the Inaugural National Cycling Summit,
24 September 2013, City Chambers, City of Edinburgh Council**

Agenda

0900 Arrival tea/coffee – City Chambers, Edinburgh

0930 Background and outline of the day by Chair (Stuart Knowles)

0935 Welcome by City of Edinburgh Council (Andrew Burns)

0940 Address by Keith Brown MSP

0950 Address by Cllr Imrie – CoSLA rep and Midlothian Councillor

1000 Open discussion around cycling, investment, street design, planning and wider active travel issues.

1025 Minister's closing remarks

1030 Presentations from local authorities City of Edinburgh Council as host, South Ayrshire, East Dunbartonshire and one RTP on their approach to developing capital infrastructure and behaviour change projects. (10 mins each max)

1110 Observations and Questions to presenters

1130 Tea/coffee break

1145 Support Available from National Delivery Bodies (15 mins each)

Presentations from

- Cycling Scotland – road safety campaigns and educational resources
- Sustrans – community links and cycle commuting
- Paths for All – access and behaviour change

1230 Observations and Questions to presenters

1245 Chair concludes the summit

Lunch / networking

1. Welcome by The Leader of the City of Edinburgh: Council Cllr Andrew Burns

Very pleased to be the first hosts of this Inaugural National Cycling Summit. Edinburgh has 10,000 cycling journeys each day, around 7%, and we want to increase this to 15% of all modes by 2020. Range of actions needed, not just segregation or road safety, a package of measures is required. Working collectively and in partnership across the city is vital to achieve our goals.

2. Opening Speech by the Minister for Transport & Veterans: Keith Brown MSP

Purpose of this Summit: to **open constructive discussion with elected members and senior local authority officials** about what more we can all do to make cycling a more attractive and safe travel option for all our constituents. Emphasis on working together to achieve this, and local ambition is key to progress.

Holding a National Cycling Summit was one of the 3 priority recommendations in Cycling Scotland's progress report on the first Cycling Action Plan for Scotland. The other 2 were a refresh of CAPS and additional funding which we have delivered. Pleased to see so many representatives from local authorities and regional transport partnerships here today.

Steady growth in public profile of cycling, with the success of the Olympics, then the Tour de France. Several announcements over the past two years on new cycling funding, and of course publication of the refreshed CAPS in June 2013.

CAPS 2013 reaffirms the vision of 10% of journeys by 2020, with a clear focus on functional cycling. There is a clear leadership role for the Scottish Government in providing investment within the resources available. Local authorities and Regional Transport Partnerships also have a leadership role in meeting local demands for cycling and walking infrastructure and, for example, in implementing more 20 mph limits.

CAPS 2013 includes a new emphasis on the development of the strategic approach for each LA area to support functional cycling and active travel more broadly. This is with a view to ensuring a coherent vision for the infrastructure required, to target investment most effectively, as well as ensuring appropriate supporting measures around promotion and behavioural change.

SG grant-funding this year and next to support capacity in Sustrans to help develop strategic plans where they are not yet in place, or to help refresh existing ones (CAPS Action 2). Activity is needed on a range of fronts: for example - speed reduction, local roads design, road safety campaigns, and cycle training. Also need wider supporting work around promoting sustainable travel choices, to tackle car dependency and traffic congestion.

The private and third sectors also, should have a higher profile and be more involved. How can we engage effectively at local level to grow more community involvement and encourage ownership in initiatives? Opportunities through the SG's Climate Challenge Fund and the Cycle Friendly and Sustainable Communities Fund managed by Cycling Scotland.

Need to develop further how active travel choices are integrated with public transport, to help make cycling part of longer journeys and so reduce the need for shorter journeys to be made by car. Good examples in Scotland: e.g., we have cycle parking at every station with plans to increase these at major hubs including Stirling and Haymarket. As part of the new rail franchise we are putting more emphasis on integration than ever before.

Important role for transport authorities in promoting cycling through Roads and Maintenance programmes. A good local road network is an important part of developing cycling cultures.

In the recent draft budget we announced new, **additional funding of £20m** for cycling over the next two years, in addition to the £58m that the Scottish Government is already investing in cycling over this spending review. This will provide further match-funding for all local authorities to bid for through the Sustrans Community Links programme (in addition to the £8m already planned for community links next year). Of this new £20m, **£3.6m will be used to enhance the City of Edinburgh Council's plans for Leith Walk**, making it into one of the most visionary commuter pathways in Scotland, providing a safe and direct active travel link between the city centre and Leith. This investment demonstrates the SG commitment, and we need this commitment to be matched at a local level.

Recognise local political decision-making process of course. Note the mutuality of benefit across a range of local portfolio areas: active travel has significant potential to contribute to savings in the longer-term, especially in relation to health. How can local authorities ensure work across Community Planning Partnerships and engage Health sector interests in particular, to promote cycling and walking?

Also think about external opportunities to pursue, individually or collaboratively – for example, European funding is something we are looking at carefully now and how we can help areas to access it effectively. Important to track progress and build the evidence around what works locally, in developing the case for further investment. **Cycling Scotland's National Assessment of LAs on cycling delivery**, due to be published in November, will set out our challenges ahead.

Local ambition is key to progress, and I am asking for strong local support given the mutuality of benefit across portfolios - health, regeneration, inclusion, air quality as well as congestion reduction and economic benefits

CAPS is a long-term project – and needs strong forward planning, hence the emphasis on ensuring that all local areas have a clear sense of their strategic

direction for cycling. These annual National Cycling Summits will provide an opportunity to review progress, identify opportunities and discuss barriers and how to overcome them. I will be interested to hear at next year's Summit how the available funding from SG is being used to make progress with CAPS.

In the longer-term, keen to develop the vision for active travel and developing the network beyond 2020.

The Minister asked the Summit to:

- (i) support the actions in CAPS 2013;***
- (ii) develop and maintain local active travel strategies and plan for future cycling infrastructure development;***
- (iii) promote and monitor cycling and walking investment, by matching our additional £20m, in order to benefit all communities; and***
- (iv) meet again in a year's time to discuss progress.***

3. Remarks by Cllr Russell Imrie, COSLA, & RTPs

CoSLA welcomed the CAPS refresh, which gives clear commitment to the vision and a way forward. Looking to developing an inclusive, sustainable transport system, that enables access to public services, health care and economic opportunities.

The 7 RTPs can play a key role in delivering the 10% vision. Joined up delivery is needed. Potentially, Cycling, Walking and Safer Streets grant / community links schemes could be coordinated by RTPs. Need more local delivery for the step change required. The 7 RTPs need to work closer together with LAs to deliver projects.

Might be useful to develop a national collation of policies on transport - local and regional transport strategies are being renewed. Also work to reform planning processes. Transport and land use plans should be on the same page. Good contributions already being made by National Planning Framework 3 and the Economic Strategy. I would also welcome a refresh of the National Transport Strategy. Need stronger implementation of the RPP2 to reduce transport emissions.

4. Discussion – points made from the floor

- Big infrastructure projects (e.g., the one announced in Edinburgh) are welcome, but smaller communities have a part to play too.
- Different solutions are needed for rural areas, with local determination.
- Need to work together at local level to get Community Planning Partnerships to encourage Health sector involvement in delivering on active travel.

- Incremental targets towards the 10% vision might be useful to help track progress.
- We should target commuters for early progress.
- Bikeability Scotland Cycle Training delivery in schools needs more consistency – it's a postcode lottery at present. Bikeability Scotland requires teacher buy-in, and involvement by Police Scotland. Could there also be a delivery role for health?
- Learning as a child enables a lifelong habit to be established. Bikeability Scotland cycle training on-road essential. Mention of work being done across portfolios.
- Wrap cycling improvements into regeneration projects and neighbourhood re-design.
- Simply not enough money for segregation in every cycle project; need other solutions too.

5. Minister for Transport & Veterans - Closing Remarks

The Minister cycled in from Inverkeithing and expressed his desire to cycle the whole Pedal for Scotland route next year. Encouraged to see so many children using the A90 cycle-path today – **essential for parents to feel safe to let children cycle to school.**

The Minister welcomed more debate on the transport budget. Essential to have dualled motorways between the major cities: AWPR decades overdue and Forth Road Bridge carrying at over capacity. However, the end of these big infrastructure projects is approaching and **next year he welcomes more discussion on cycling budgets, looking longer term.**

Regeneration - **encouraged LAs to bid for Sustrans money** at the design stage of projects. Urged consideration of **exemplar projects**, such as Leith Walk.

Roads Maintenance – important but a relatively easy budget to cut by Councils: now seeing the result of years of under investment.

Bikeability Scotland Cycle Training – committed to the volunteer support element, with interest in views on developing delivery models.

Road-user behaviour – need to create a culture of **mutual respect on our roads**, and initiatives such as the Nice Way Code do have a role here.

6. Presentations

The following presentations will be available shortly on Cycling Scotland's website at <http://www.cyclingscotland.org/policy/ministerial-summit-2013>

Cllr Jim Orr, City of Edinburgh Council's Cycling Champion

City of Edinburgh Council allocated 5% of its transport budget for cycling with a commitment to increase by 1% each year - enabling forward planning. Over the years there has been a 300% increase in the numbers of people cycling in Edinburgh.

Phil Noble, City of Edinburgh Council, Senior Planning Officer

Talked about creating a cycle friendly city for the more experienced cyclist as well as a family friendly network as an option for less confident cyclists and children.

Edinburgh projects include the 20mph pilot, now evaluated and being considered for rolling out across business and residential areas.

CEC considers cyclists when designing regeneration projects such as Leith Walk.

George Fiddes – South Ayrshire Council – Team Leader - Traffic & Transportation

Projects in development included using the disused railway line from Glasgow to Turnberry as an exemplar cycling project – easy gradients and perfect for cycling.

Solar stud “cats eyes” on cycle paths, cheaper than overhead lighting and can enable a cycle path to have 24hr suitability. Makes commuting in winter more attractive and has low maintenance costs.

Establishing the ‘Graeme Obree Family’ of bike rides to include family, intermediate and sportif rides. Using the tracks for maintenance around wind farms to provide off road routes for mountain bikers.

Neil Macrae – HITRANS – Partnership Manager

3 strands to success in HITRANS area:

1. Strategic approach – audit outputs
2. Partnership working – embedded Sustrans officers
3. Innovation with funding

Successful in seeking funding from the European Regional Development Fund – Elgin “Urban Freedom” Project. Also, the A9 Golden Bridge on UHI Campus in Inverness – part of the campus development

Thomas Glen – East Dunbartonshire Council – Director of Development and Regeneration

Smarter Choices Smarter Places in Kirkintilloch was called Healthy Habits. It tackled the 'car is king' mentality v's giving up road space to cyclists – cycle only streets were introduced

Stated that funding from Health budgets should be used for active travel projects due to the benefits this sector could achieve through increased physical activity.

Within EDC there were 1 million miles of car use claimed. Looking to change this within the organisation.

Chris Menzies – Aberdeenshire Council – Strategy Practitioner

Peterhead Cycling Demonstration town was presented as a case study. 56% of the population of Peterhead lived within 2km of place of work or study. Low levels of road congestion so “sold” that modal change idea to bikes on the basis of cycling being more enjoyable.

Identified gaps in the network and created links to town centre, linked coastal paths to provide a loop for cyclists, runners and walkers.

Introduced an annual bike event – Aden Bike Challenge - now attracts 250 riders.

All interventions have increased the number of average weekly cycling trips by 226 in Peterhead.

7. Presentations by National Stakeholders

The following three presentations outlined how each stakeholder could help LAs and RTPs to increase cycling and walking numbers. See individual presentations for more detail on specific interventions at <http://www.cyclingscotland.org/policy/ministerial-summit-2013>

Ian Findlay - Paths for All – Chief Officer

Paths for All receives annual grant-funding of £1.5m, of which £1.2m comes through the SG Health Directorate to promote all forms of walking for commuting, health and recreation. Also provides advice on access legislation.

It is a volunteer-based organisation with 7,000 volunteers trained over last 10 years to lead walks in local areas. Priority is based on the needs of local people and local paths. Projects also include workplace initiatives, grants available and the step count challenges.

Ian Aitken, Cycling Scotland – Chief Executive

Cycling Scotland is committed to the 10% vision in CAPS and encourages all LAs and RTPs to do more to achieve this ambitious but achievable aspiration. Outlined which projects are available to LAs to increase cycling numbers, including educational campaigns, Bikeability Scotland Cycle Training,

John Lauder – Sustrans Scotland - Director

Sustrans is a UK 40 charity with 40 staff with 10 embedded in other organisations in Scotland. It is grant funding from Transport Scotland, Scottish Government's Climate Change Directorate and other directorates including Health, as part of the Obesity Strategy.

Sustrans owns a portfolio of thin strips of land – including disused railway lines, known as the National Cycle Network. 70% of the population of Scotland live within 1 mile of a cycle path. The NCN is designed to be cycled at 8mph.

The project cost-benefit ratios of NCN and other interventions range from 1:2 upwards, typically to 1:9.5.

There is a role for bike recycling schemes in Scotland as bike ownership is low relative to countries like Germany.

8. Observations and Questions

What possibility of organising study tours to Amsterdam, virtual or in person? In Amsterdam the subsidy for public transport is twice that of cycling but only helps half the number of people that cycle.

70% of US Health spending is related to sedentary lifestyles

9. Summary of Key Points – Stuart Knowles (Chair)

Obvious that an inclusive approach is required if our vision is to be realised. Scottish Government is showing leadership and we should all work together in delivering more cycling projects

Interesting to note the potential merits of local authority funding linked to modal share percentages. For example, City of Edinburgh Council is increasing incrementally its spending of transport budget in line with the steady growth it is seeing in cycling participation in the city; could other local authorities follow suit?

The 'Get Britain Cycling' campaign is aiming for 25% by 2050 – Scotland (and the UK) is just catching up with similar European countries, but on a path to make progress.

3 suggestions going forward:

- (i) NHS and Health representatives to be invited next year;
- (ii) European study tour opportunities should be made available to local authorities;
- (iii) Consider workshops for future Summits.

**Complied by Transport Scotland
14 November 2013**

(for any further info or if you have any comments, please contact Karen Furey on 0131 244 4074)

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Planning Performance Framework 2012-13
REPORT NUMBER:	EPI/14/269

1. PURPOSE OF REPORT

- 1.1. The purpose of this report is to update the Committee on the feedback received from the Scottish Government in relation to the second annual Planning Performance Framework (PPF) covering the period April 2012 to March 2013.
- 1.2. Such annual PPF reports are currently prepared in the autumn and compare performance levels over past years, seeking to provide a focus for incremental improvements in performance.

2. RECOMMENDATION(S)

- 2.1. It is recommended that the Committee note the findings of the report and delegate authority to Officers to take appropriate actions to address the issues raised.

3. FINANCIAL IMPLICATIONS

- 3.1. The production of an annual PPF report is an integral part of the planning service function and as such is accounted for in budgets and work programmes. The improvement areas identified in the feedback are anticipated to be achievable within future budget parameters.

4. OTHER IMPLICATIONS

- 4.1. The feedback identifies areas where improvements are required and these are set out below.

5. BACKGROUND/MAIN ISSUES

- 5.1. The feedback, which is directly provided by Derek Mackay (Minister for Local Government and Planning), provides an overview of the Scottish perspective prior to giving direct feedback on Aberdeen City Council's PPF report when assessing: national headline indicators; defining and measuring a high-quality planning service; improvements during 2012-13; and commitments to further

service improvement during 2013-14. It should be noted that the feedback is based solely on the information provided in the PPF report.

- 5.2. Conclusions are that: the PPF report is thorough, well structured and very much reflects the focus on a holistic view of the planning service and a drive for continuous improvements across all aspects. Good progress has been made since the last report in advancing our reputation with customers; there are clear benefits of working with an up-to-date Local Development Plan (LDP); but that urgent action is required to address a slowdown in decision making timescales, although it is recognised that steps are being taken to deal with this, by changing practices and recruiting staff.

6. SUMMARY OF FEEDBACK

- 6.1 The submitted performance report is thorough, well structured and very much reflects a holistic view of the planning service and seeks to drive continuous improvements across all aspects. Since 2011-12 there is clear progression of a number of initiatives which will enhance our reputation with customers. Clear benefits are being seen as a result of working with an up-to-date Local Development Plan (LDP), allowing us to confidently take forward discussions on delivery of good quality development. The positive and on-time progress being made in the production of the next LDP is noted. Information on land supply levels associated to housing, employment and commercial land are noted. The provision of information relating to applications subject to pre-application advice is supported, as early engagement brings real benefits in the handling of applications. The policy encouraging the use of 'processing agreements' for major applications is noted and further progress is anticipated. In recognising that these poor timescales associated to decision making may be improved through the 'stop the clock' arrangement, Aberdeen City Council being one of only 10 authorities who did not use this in the last year. It is noted that there is a stated intention to use this process in PPF2. It is also recognised that applications subject to legal agreements have seen their average timescales reduce by a year and that further efforts are being made to improve timescales, in partnership with ACC's Legal Team. The review of the Enforcement Charter over the past year is welcomed and the statistics associated to the enforcement function are considered reasonable.
- 6.2 However, in what is an otherwise positive feedback on national indicators, one area stands out and requires to be addressed urgently – decision making timescales on planning applications, which have slowed in comparison to the 2011-12 PPF figures. It is however noted that the PPF2 report recognises this fact and that steps are being taken to deal with this, both in terms of changing practices and in staff recruitment.
- 6.3 Moving to “defining and measuring a high-quality planning service” there is evidence of a strong focus on partnership working with the development industry, agencies and other customers to support delivery and improve experiences in planning processes. Feedback from developers and agents is also positive. The proposed efforts to improve engagement with Community Councils are also welcomed.

- 6.4 The efforts put into masterplanning is welcomed and displays a clear emphasis in improving quality of place through design review and building specialist knowledge on consideration and the environment.
- 6.5 The adoption of a range of service protocols with consultees and regular liaison meetings with internal service managers are recognised as maintaining a corporate focus on service delivery.
- 6.6 The accreditation of the Development Management Team as delivering 'Customer Service Excellence' is welcomed, as is the intention to roll this out across the rest of the service.
- 6.7 The review of schemes of delegation; service restructuring; and the reinvestment of fee income towards recruitment to the planning service is noted. The importance of structural changes to maintain a strong focus on continuous improvement is important. A good commitment to staff and member development is also displayed.
- 6.8 In relation to the delivery of service improvements during the reporting period, the completion of a good range of previously identified actions, with continuing work ongoing, is noted.
- 6.9 Moving to Service Improvement Commitments identified for 2013-14, the focus of actions on delivery and placemaking, as well as customer experience is good, with a clear link to identified issues.
- 6.10 Actions to tackle delays in application decision-making are important and should be addressed across the scales and types of development.
- 6.11 It is also noted that the aim of gaining "maximum benefit" from developer contributions should remain reasonable, meet the tests and avoid adding unnecessary or disproportionate delays to planning processes.
- 6.12 Mr Mackay also gives his personal thanks to staff for participating in Scottish Government performance events held by him during the summer of 2013, where he outlined his vision for a highly performing planning service to local authority staff across Scotland.

7. PARTICULAR AREAS FOR IMPROVEMENT

- 7.1 Average decision making times for all applications types have increased and a reduction of average timescales is required. In order to improve these statistics staffing levels have been consolidated and are now such that additional resources are available and it is anticipated that decision making timescales shall improve as a result of this increased staffing capacity. Additionally, the use of 'stop the clock' procedures are to be introduced, where periods of time associated to delays outwith the control of ACC's planning service are not accounted for in statistical returns. A process of reviewing undetermined 'legacy' applications will result in long term cases being 'flushed out' the system. Finally, improved timescales to secure application legal agreements is

anticipated, following a restructuring and refocusing of ACC's legal service in relation to this important matter.

- 7.2 Cases with legal agreements have reduced from 95 to 45 weeks, a future target of 6 months (26 weeks) is recommended in the Scottish Government feedback. As mentioned in 7.1 actions have been taken to improve the timescales associated to securing legal agreements and it is anticipated that further improvement from the 45 week figure will be seen in 2013-14.
- 7.3 Evidence is provided in relation to pre-MIR engagement with communities and business bodies, but not in relation to elected members. Although evidence in relation to engagement with elected members was not provided, there is an established process of engagement undertaken. This includes: member briefings at each key milestone in the LDP process, where all members are invited; the last two being in Spring and October 2013; there is also an open door policy such that any members can contact the LDP team to discuss any issues; a particularly current issue relates to member concern in relation to city centre issues, which has seen city centre / retailing presentations and workshops arranged for January 2014 and to be attended by members, the Retail Study author, businesses and agencies with a city centre remit; otherwise members are kept informed of any community engagement exercises and meetings and there is a weekly briefing meeting held with the Committee Convenor. It is not considered that any further procedures are required and these processes will be set out, as evidence, in the PPF submission relating to 2013-14.
- 7.4 Continuous improvements are required, particularly in those areas identified above. The PPF process will record year on year areas where progress is being made or where actions are required, these matters will be reviewed at regular intervals such that areas requiring action are identified and service improvements undertaken.
- 8.0 IMPACT
- 8.1 Community Plan – The PPF fits well with the two main aims of Community Planning which are described as: making sure people and communities are genuinely engaged in the decisions made on public services which affect them; allied to a commitment from organisations to work together, not apart, in providing better public services.
- 8.2 Single Outcome Agreement – The improvement of planning performance will support the aims of outcomes 1, 2, 10, 12, 14, and in particular 15 which relates to high quality, continually improving and efficient public services which are responsive to local people's needs.
- 8.3 5 year Corporate Business Plan – The PPF recognises the priorities of Aberdeen City Council and takes account of budgets. It also recognises the skills, expertise and experience the Council needs, and that staff are our most important asset. In terms of business planning long term planning and review of past years means that planning can occur in anticipation of external pressures on service delivery. In terms of the priorities stated for 2012-13 the PPF

particularly supports Aberdeen's 'Smarter Economy', which works towards ensuring the economic future of the city. Additionally it assists in maintaining financial stability via the elements identified in the business plan: achieving financial targets; using priority based budgeting to guide service delivery; engaging with staff, the public, businesses, local communities, the voluntary sector and partners in service delivery; seeking more ways to work with the community; and working with the Scottish Government and COSLA to achieve funding which affects the contribution the city makes to the Scottish and UK economy.

- 8.4 Service Plan – The PPF will support the priorities and outcomes of the service plan by: encouraging future economic and business development; delivering an up to date development plan for the city; protecting and enhancing our high quality natural and built environment; delivering our statutory responsibilities effectively and efficiently; ensure that the ACSEF strategic priorities in relation to the city are developed; facilitate the continuous improvement of service delivery; and engage effectively with our partners, stakeholders, service users and staff.
- 8.5 Interest to the Public – The PPF aims to facilitate a high quality service that meets peoples needs and makes a visible difference to the quality of the city's urban and natural environment by promoting high quality development and providing an effective infrastructure to make Aberdeen a world class strategic location.
- 8.6 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.

9 BACKGROUND PAPERS

Planning Performance Framework - Annual Report 2012-13:

<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=53292&SID=13449>

10 REPORT AUTHOR DETAILS

Kristian Smith
Team Leader (Development Management)
krismith@aberdeencity.gov.uk
01224 522393

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Communications Strategy for the Third Don Crossing
REPORT NUMBER:	ESPI/14/002

1 PURPOSE OF REPORT

- 1.1 Construction of the Third Don Crossing will inevitably impact upon the surrounding area. There is therefore a need to ensure that elected members, frontagers, local communities and public services are kept apprised of construction activities that may impact upon them. This report outlines a communications strategy that seeks to achieve this.

2 RECOMMENDATIONS

- 2.1 It is recommended that the Committee approve the communications strategy outlined within this report.

FINANCIAL IMPLICATIONS

- 2.2 Funding for the Third Don Crossing has been provided within the Council's capital budget. The recommended communications strategy can be accommodated within the budget that has already been allocated to the project.

3 OTHER IMPLICATIONS

- 3.1 Planned construction activities may be disrupted at short notice by factors such as adverse weather. In such circumstances it may not be possible to fully implement the communications strategy.

4 BACKGROUND / MAIN ISSUES

- 4.1 Construction activities are programmed by the contractor in advance of project commencement in order to minimise the construction period and optimise the use of time and resources. Construction projects are complex and alterations to the programme may be necessary to reflect changes in circumstance e.g. due to the impact of adverse weather. The following potential communication issues need to be addressed to keep stakeholders updated on progress:

- a) how Local Members, Community Councils, affected landowners, the general public and the media are advised of any works required in advance of the main construction contract;
- b) how Local Members, Community Councils, affected landowners, the public and the media are advised of the commencement of the main construction contract;
- c) how emergency services, transport operators and other services are advised of the issues that will affect them during construction;
- d) who Local Members, Community Councils and affected landowners should contact with regard to any issues that arise during construction;
- e) how frontagers directly affected by individual operations are advised, and;
- f) how Local Members and Community Councils are updated on the progress of the scheme.

4.2 It is proposed that the following strategy be adopted to address the issues identified in 4.1 above :

- a) Local Members, Community Councils and affected landowners will be directly contacted by the Aberdeen City Council roads team. This will most likely take the form of an email or letter drop. Members of the public will be advised through the use of the media. This shall include, but not be limited to newspapers, twitter, website and radio notices. Where possible at least two weeks' notice shall be provided of the start of advance works contracts. All notices to the media will come from the Aberdeen City Council Media Team. Members of the Media Team will liaise closely with officers in the roads team throughout the construction process to ensure that they are fully aware of all issues of public interest. The Media Team will proactively issue media releases and posts on Twitter to inform the media of important milestones reached in the project. The Media Team will also respond on behalf of Aberdeen City Council to all media enquiries regarding the project, in consultation with officials in the roads team. The City Council Administration and, where appropriate, Local Members will be kept informed of all media enquiries and proposed responses.
- b) Prior to the commencement of the main construction contract, Local Members, Community Councils and affected landowners will be directly contacted by the Aberdeen City Council roads team or construction site staff. This will most likely take the form of an email or letter and will inform them of the start date of the construction works and include contact details for the contractor and the Aberdeen City Council Resident Engineer. Members of the public will be advised through the use of media including, but not limited to newspaper, twitter, website and radio notices. Briefings on the implications of the works will be offered to Local Members, Community Councils. All notices to the

media will come from the Aberdeen City Council Media Team. Members of the Media Team will liaise closely with officers in the roads team throughout the construction process to ensure that they are fully aware of all issues of public interest. The Media Team will proactively issue media releases and posts on Twitter to inform the media of important milestones reached in the project. The Media Team will also respond on behalf of Aberdeen City Council to all media enquiries regarding the project, in consultation with officials in the roads team. The City Council Administration and, where appropriate, Local Members will be kept informed of all media enquiries and proposed responses.

- c) Emergency services, public transport operators and other services will be advised of any part of the contract that may affect them. These services shall be informed through the usual consultation procedures for traffic management and traffic orders that are in place during the design and construction processes. During construction the above services will be invited to attend regular meetings with roads officers and the contractor to review and comment on the scheme traffic management procedures.
- d) For the duration of the construction of the Third Don Crossing, there will be local site offices which will be manned by both Aberdeen City Council staff and members of the contractors' staff. Members of the public may contact either the Aberdeen City Council site staff locally or the Roads Projects Unit in Marischal College regarding any issue encountered. The issue will normally be passed to a member of the Aberdeen City Council site staff to handle and liaise directly with the relevant parties.
- e) Residents and businesses with frontages adjacent to areas of construction will be advised of works that may affect them. Letter drops shall be used to inform those affected, in advance of the construction works. If the construction works have a significant impact on the ability to access premises or property Aberdeen City Council site staff will liaise directly with owners / residents to minimise disruption.
- f) Local Members and Community Councils will be informed of progress on the scheme by monthly progress reports issued by Aberdeen City Council site staff. Personal briefings will also be offered to Local Members and Community Councils where major changes take place in the temporary traffic management arrangements.

5 IMPACT

- 5.1 Delivery of the Third Don Crossing links to the Community Plan vision of creating a "sustainable City with an integrated transport system that is accessible to all".
- 5.2 The project 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.”

- 5.3 The project is identified within the Local Transport Strategy (LTS) and Regional Transport Strategy (RTS).
- 5.4 The project will also assist in the delivery of actions identified in the Single Outcome Agreement (SOA), in particular the delivery of elements of both the Local and Regional Transport Strategies which will contribute directly and indirectly to outcomes 10, 12 and 14.
- 5.5 The project supports the 5 year Corporate Business Plan which includes an aim of delivering of a fully integrated transport network to support movement and economic growth which the proposals support.

6 BACKGROUND PAPERS

None.

7 REPORT AUTHOR DETAILS

Tom Rogers
Team Leader (Roads Projects)



01224 523484



tomr@aberdeencity.gov.uk

Stuart Andrew
Senior Engineer (Roads Projects)



01224 522188



standrew@aberdeencity.gov.uk

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	21st January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Various small scale traffic management and development associated proposals (New Works)
REPORT NUMBER:	EPI/13/237

1. PURPOSE OF REPORT

This report is to advise Committee of the need for various small scale traffic management measures identified by officers, residents, local members, emergency services, etc and verified as necessary through surveys by officers. It also brings forward proposals associated with new developments as part of the development management process. In addition to these measures, this report also includes proposals for individual parking spaces for Blue Badge holders which now require to be progressed through the normal legal process for the required Traffic Regulation Order.

2. RECOMMENDATION(S)

That the Committee:

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

3. FINANCIAL IMPLICATIONS

The current Five Year Business Plan has identified savings from the Road Safety and Traffic Management budget. There has also been a comprehensive review of the Capital Plan which will result in proposals having to await funding for implementation; The exception is the installation of fifteen 'Car Club' parking bays

that will be funded through the CARE North (Carbon Responsible Transport for the North Sea Region) budget.

Budget	Implementation costs (£)	Maintenance costs (£) after 5 years	Comments
(●) Cycle, Walking, Safer Streets (Scot Gov grant-funded)	2015	1405	If budgets are not currently available locations will be placed on a priority list for when future funding becomes available
CARE North	Nil	800	Some of these spaces will require to be relined approximately every 10 years at a cost of £100 per space.
(➤) Disabled Parking	2000	900	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 6 traffic management proposals brought forward during the course of routine examination of road safety and traffic flows, and 15 proposals resulting from Common Wheels requests to install additional parking spaces. It is also proposed to install 9 disabled bays at locations citywide.

- **The following proposals will be funded from Cycling, Walking, Safer Streets budget**

Palmerston Road/Stell Road & Taxi Rank

Proposed “At any time” waiting restrictions revocation of existing Saturday 9am – 6pm waiting restriction, and formation of taxi rank.

To ensure access is maintained to the left hand lane allowing access for vehicles to enter the Union Square car park/Market Street, and prevent vehicles from blocking the right turn lane onto Stell Road, a length of “At any time” waiting restriction is required.

A length of “At any time” waiting restriction is also required on Stell Road to ensure access is maintained to the left hand lane for vehicles turning left from Palmerston Road, to avoid creating conflicts with vehicles turning right from Palmerston Road.

A temporary Traffic Regulation Order is currently in place to this effect.

It has also been identified by Officers that currently there are no taxi rank facilities on Palmerston Road to the south of the retail centre. It is therefore proposed to implement a taxi rank to enable taxis to stop at this location.

The proposals are indicated on the plans below.

Implementation cost - £350.00

Estimated maintenance cost - £450.00 every 5 years

Ward No (12) – Torry/Ferryhill

Elected Members – Allan/Dickson/Donnelly/Kiddie

Kittybrewster Access Road

Revocation of Mon-Fri, 8am-6pm restriction / Formation of bus stand.

As part of the on-going Green Transport Initiative, Aberdeen City Council has agreed to purchase ten new hydrogen-fuelled buses, of which they will be leasing four to First Group and six to Stagecoach.

As part of this initiative there is a requirement to provide a refuelling point which is planned to be introduced at the Council’s Kittybrewster Depot.

The introduction of the new bus bay for refuelling will require the revocation of the existing Mon-Fri 8am-6pm waiting restrictions.

The proposals are indicated on the plans below.

Implementation cost - £800.00

Estimated maintenance cost - £400.00 every 5 years

Ward No: (5) Hilton; Woodside; Stockethill

Elected Members: Adam/Blackman/Dunbar

Seafield Court

Officers have received a request via local resident to implement "At any time" waiting restrictions on Seafield Court. These measures are required to assist residents to access their garages. The current lack of restrictions at this location often results in parked vehicles obstructing access.

It is therefore proposed to implement "At any time" waiting restrictions.

The proposals are indicated on the plans below.

Implementation cost - £300.00

Estimated maintenance cost - £300.00 every 5 years

Ward No: (11) Airyhall; Broomhill; Garthdee.

Elected Members: Taylor/Townson/Yuill

Margaret Street

Proposed revocation of "At any time" waiting restriction replaced with P&D parking

Following an enquiry from a resident of Margaret Street regarding the availability of on-street parking in the area, a review of the extent of "At any time" waiting restrictions was conducted. Based on this, officers deem that two 5m sections of "At any time" waiting restrictions can be removed without negatively impacting on Road Safety. These measures would provide an additional 2 on-street parking spaces.

The proposals are indicated on the plans below.

Implementation Costs – £265

Estimated maintenance cost – £55 every 5 years

Ward No (7) – Midstocket/Rosemount

Elected Members – Cormie/Forsyth/Laing

Souterhead Road

Following local business concerns regarding road safety at and within close proximity of some junctions on Souterhead Road, Officers propose to implement "At any time" waiting restrictions at 3 separate junction locations.

The proposals are indicated on the plans below.

Implementation cost - £200.00

Estimated maintenance cost - £100.00 every 5 years

Ward No: (3) Kincorth / Nigg / Cove

Elected Members: Cooney; Finlayson; McCaig

Lewis Road

Officers have received a report from ward Councillor and constituents of Lewis Court regarding vehicles parking over lowered kerbs and obstructing access for wheelchair users.

It is therefore proposed to implement “At any time” waiting restrictions at 2 locations on Lewis Road adjacent to Lewis Court to highlight no parking

The proposals are indicated on the plans below.

Implementation cost - £100.00

Estimated maintenance cost - £100.00 every 5 years

Ward No: (3) Kingswells; Sheddocksly; Summerhill

Elected Members: Cameron, Delaney, Ironside

- **The following proposals will be funded from CARE North (Carbon Responsible Transport for the North Sea Region) budget.**

At a recent meeting with the car club it was noted that due to previous car club success, funding for additional vehicles is available and would require an additional 15 car club spaces to be provided within Aberdeen City.

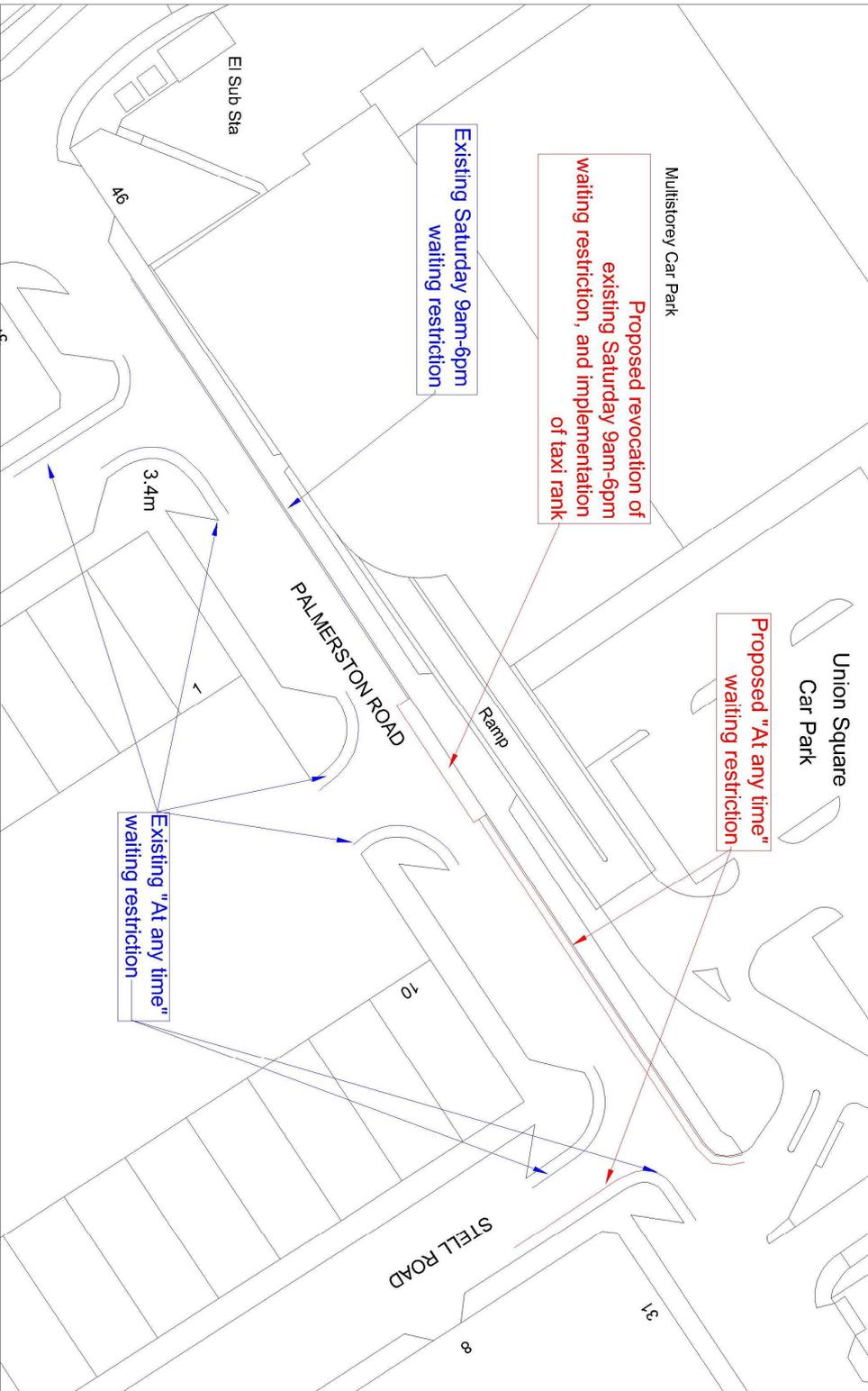
It is appropriate to extent the facility and service through a wider area and therefore proposed that the car club spaces be provided on street.

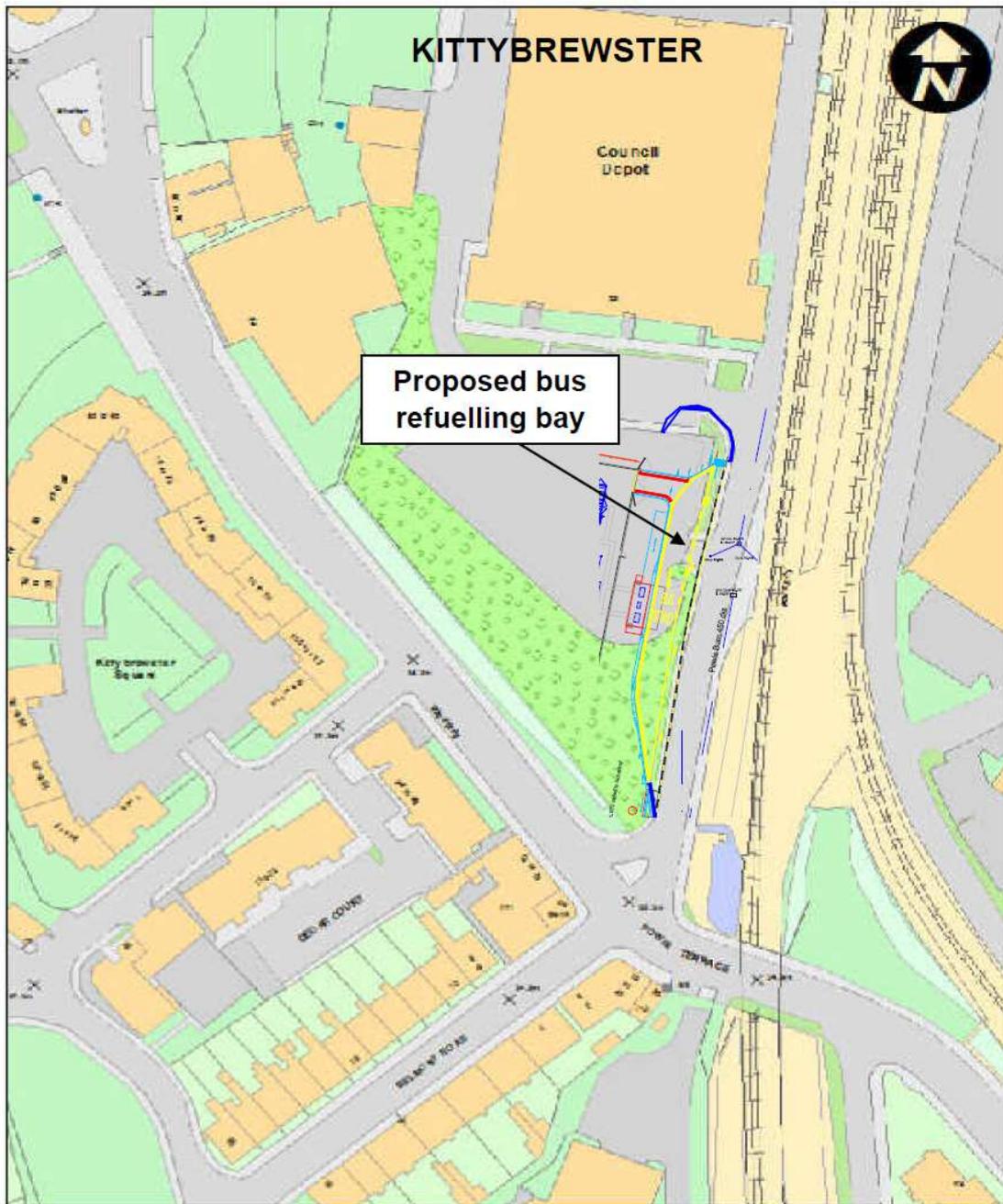
Funding for the sustainable transport alterations has been allocated by the car club operators and includes funding for additional vehicles.

The proposals are indicated on the plans below.

The following proposals will be funded from Cycling, Walking, Safer Streets budget

Palmerston Road/Stell Road - Proposed "At any time" waiting restriction, revocation of existing Saturday 9am-6pm waiting restriction, and formation of taxi rank



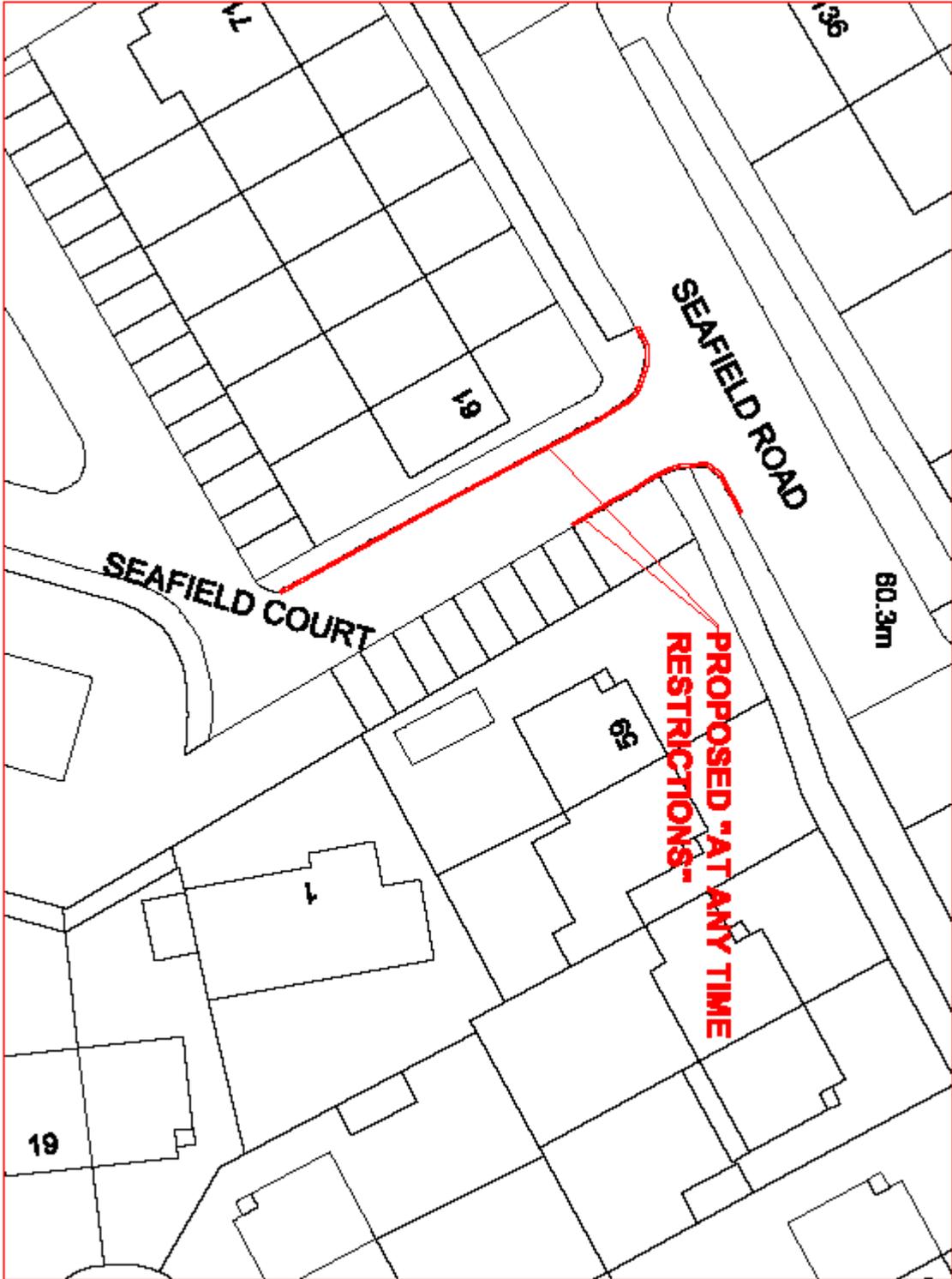


Kittybrewster
Proposed Hydrogen Bus Bay



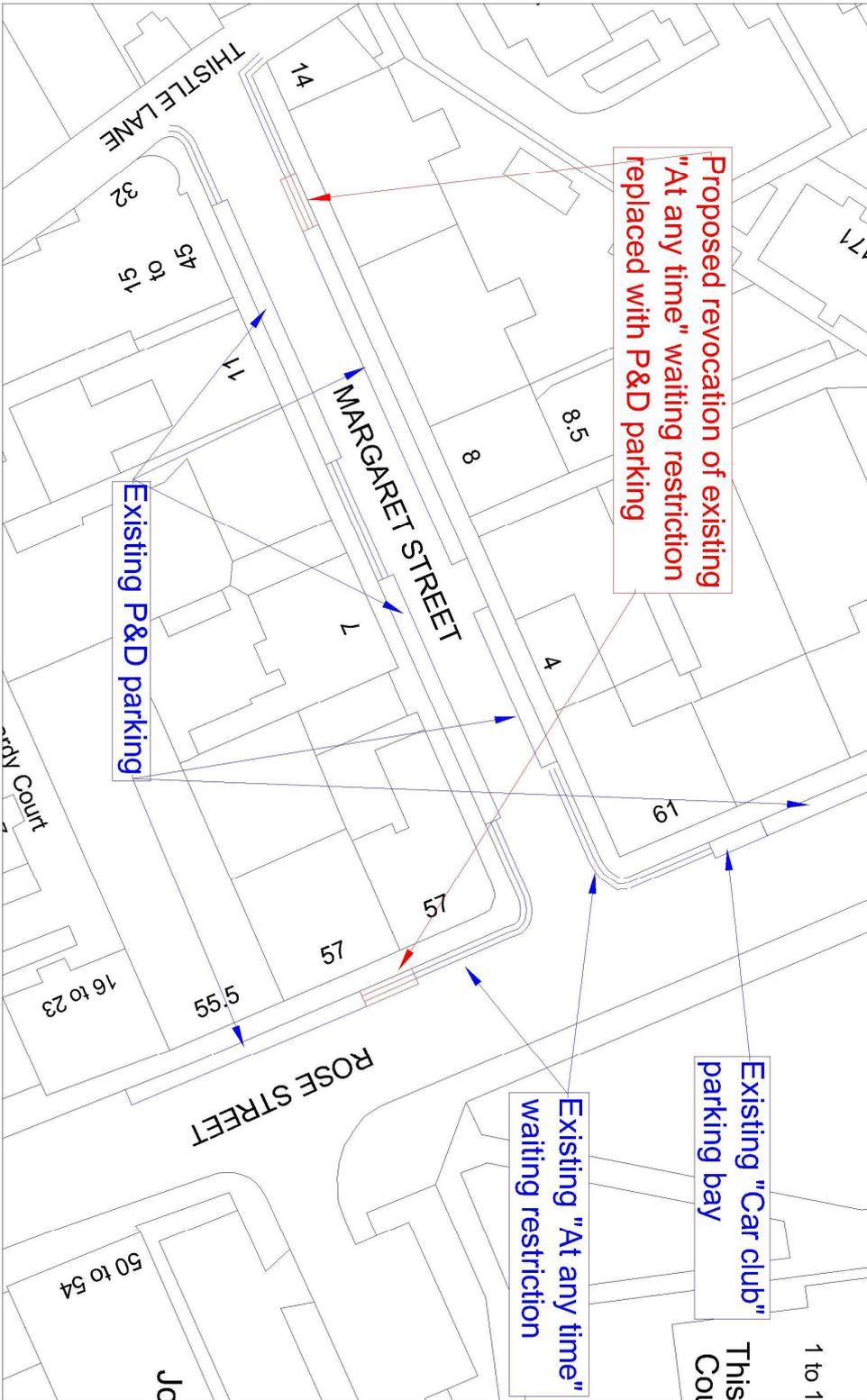
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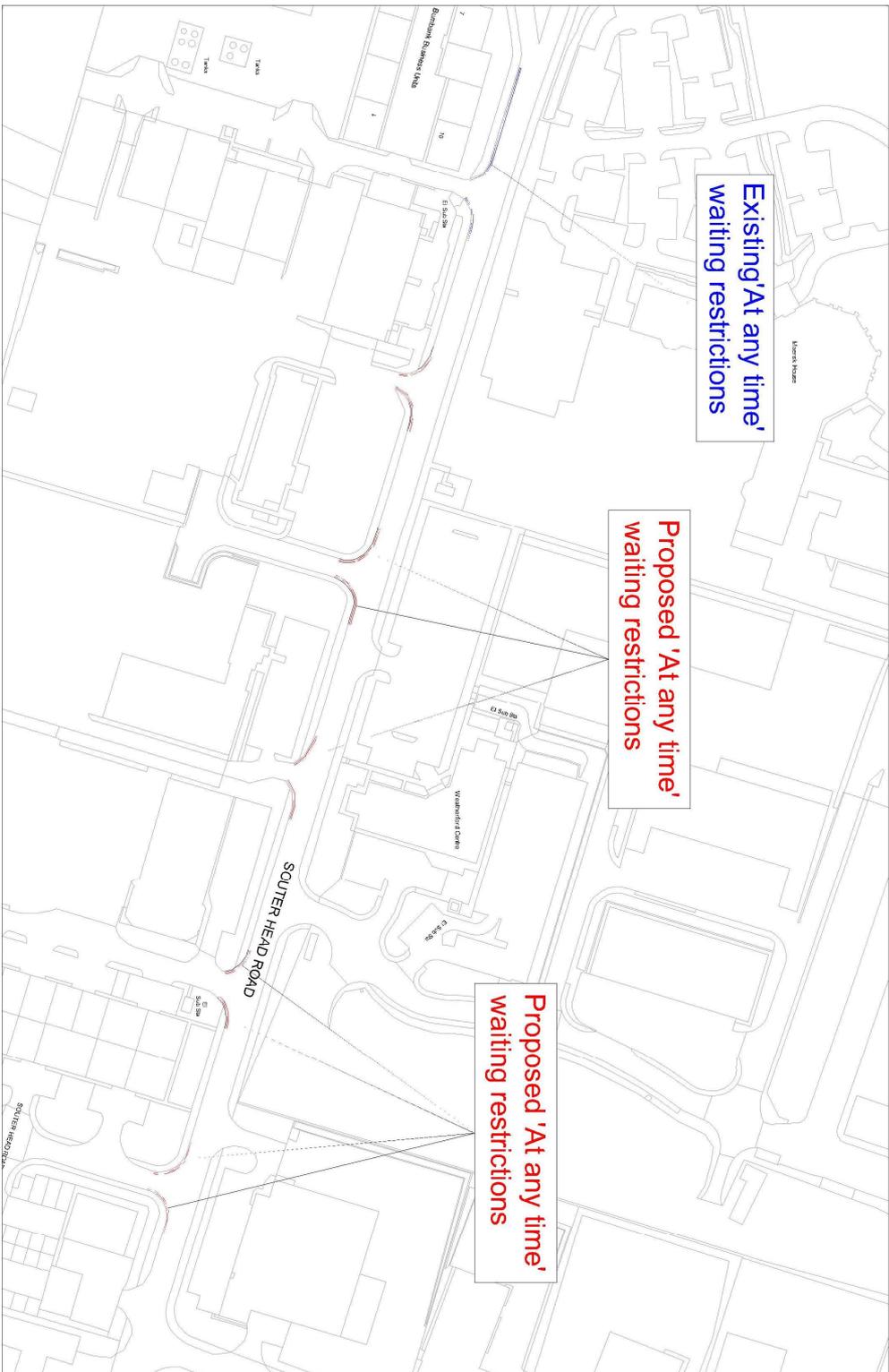


PROPOSED "AT ANY TIME RESTRICTIONS" - SEAFIELD COURT

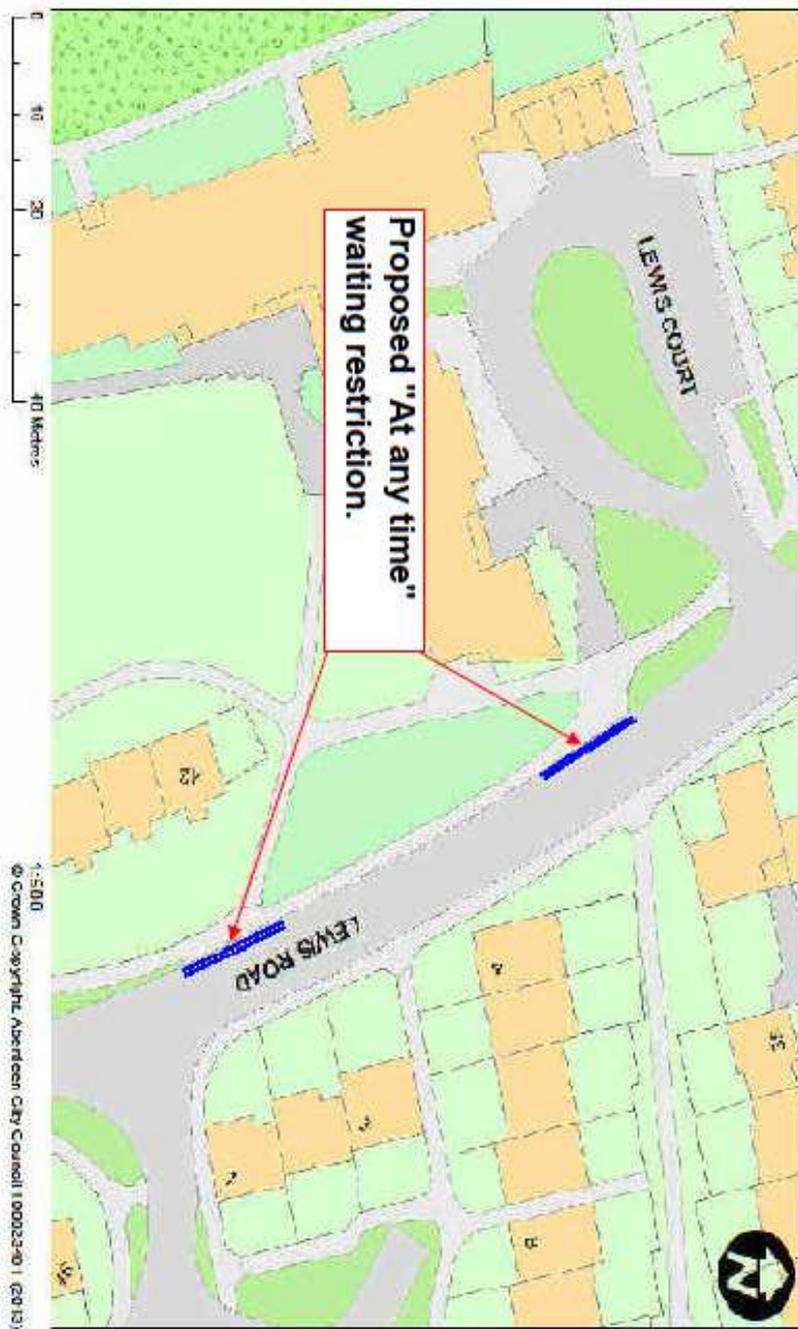
Margaret Street/Rose Street - Proposed revocation of "At any time" waiting restriction replaced with P&D parking



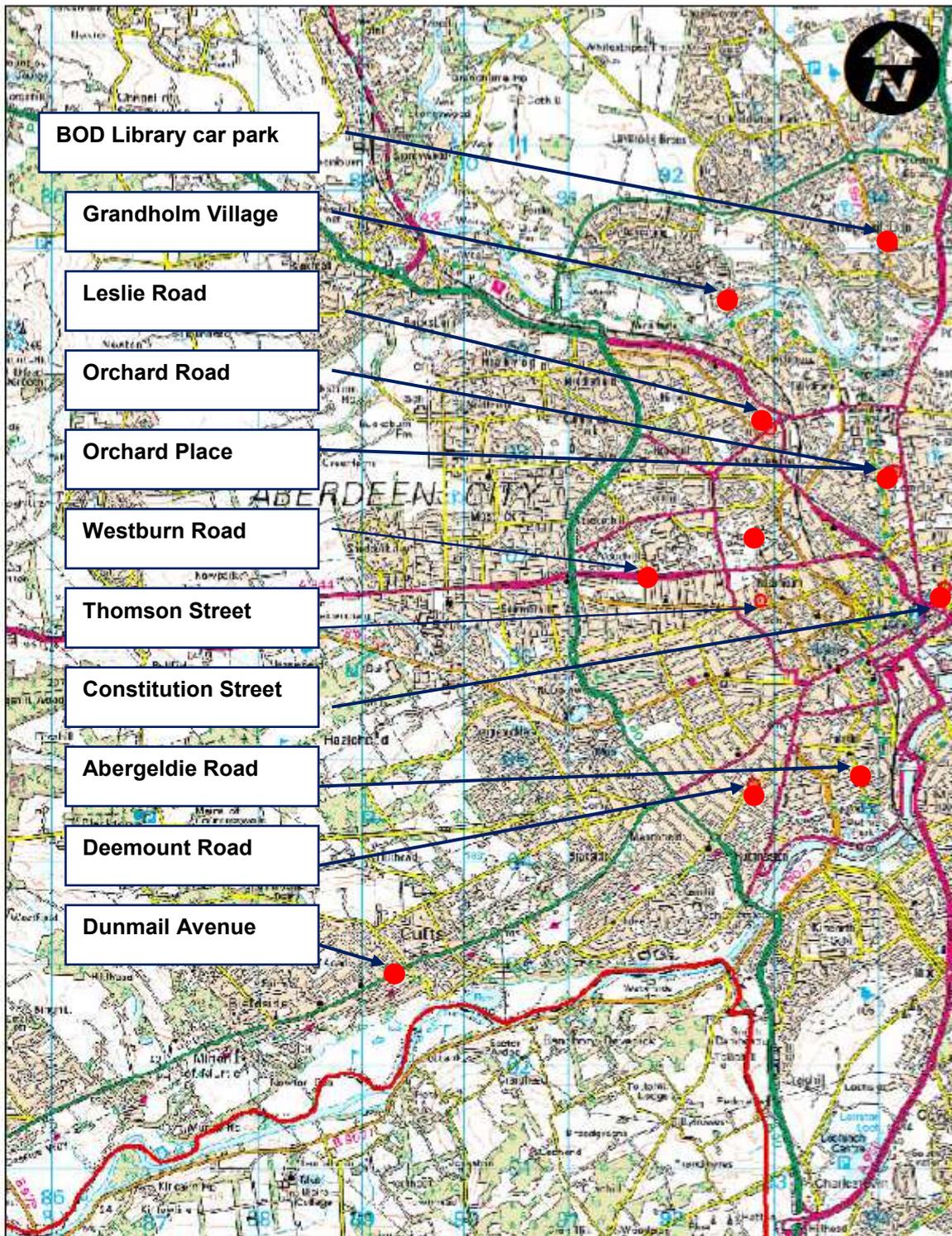
Souterhead Road, Altens - Proposed 'At any time' waiting restriction



LEWIS COURT - PROPOSED "AT ANY TIME" WAITING RESTRICTION

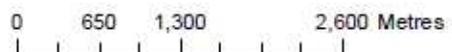


The following proposals for car club spaces will be funded by CARE north



Proposed spaces for car club vehicles

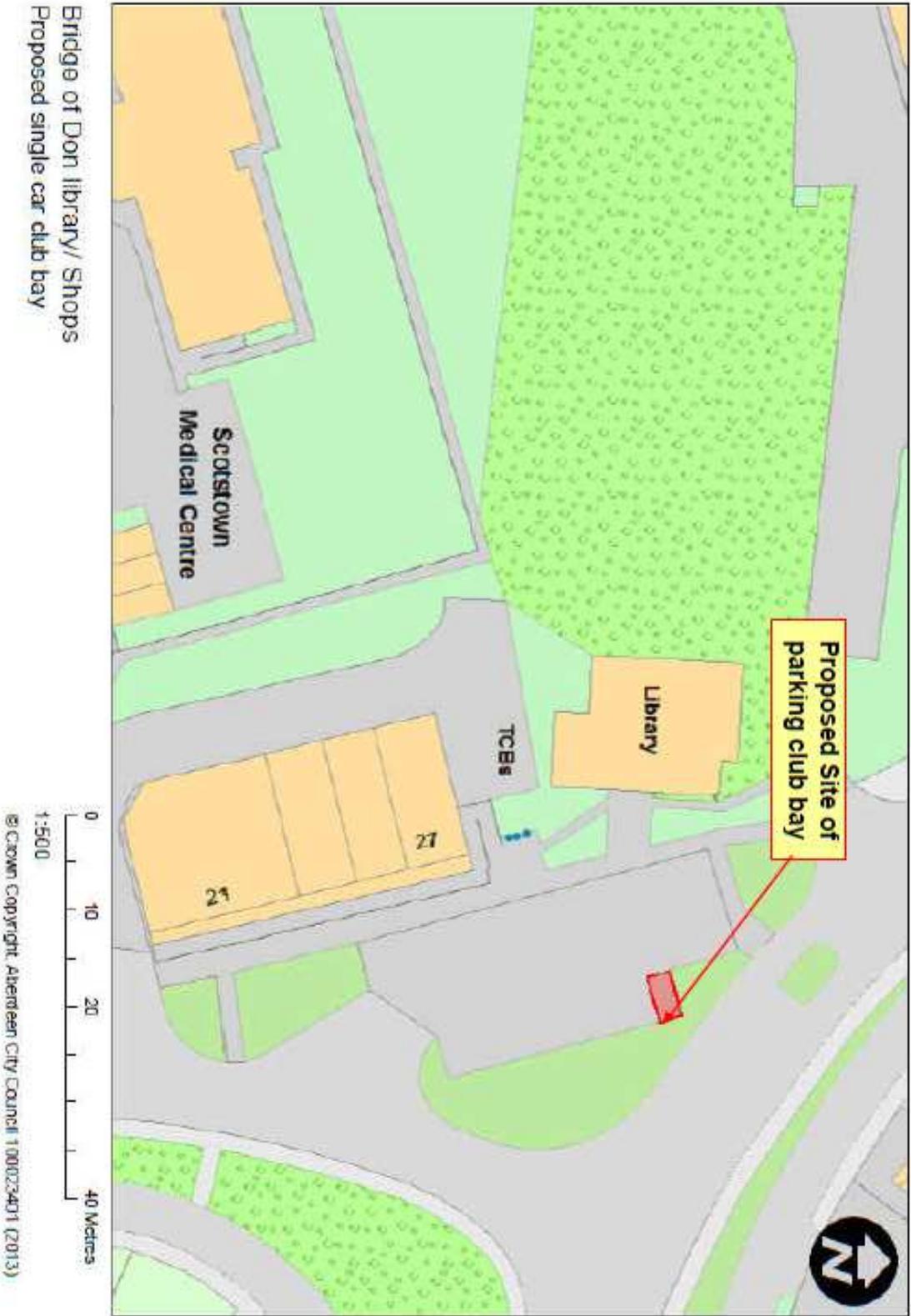
Red circles mark the locations



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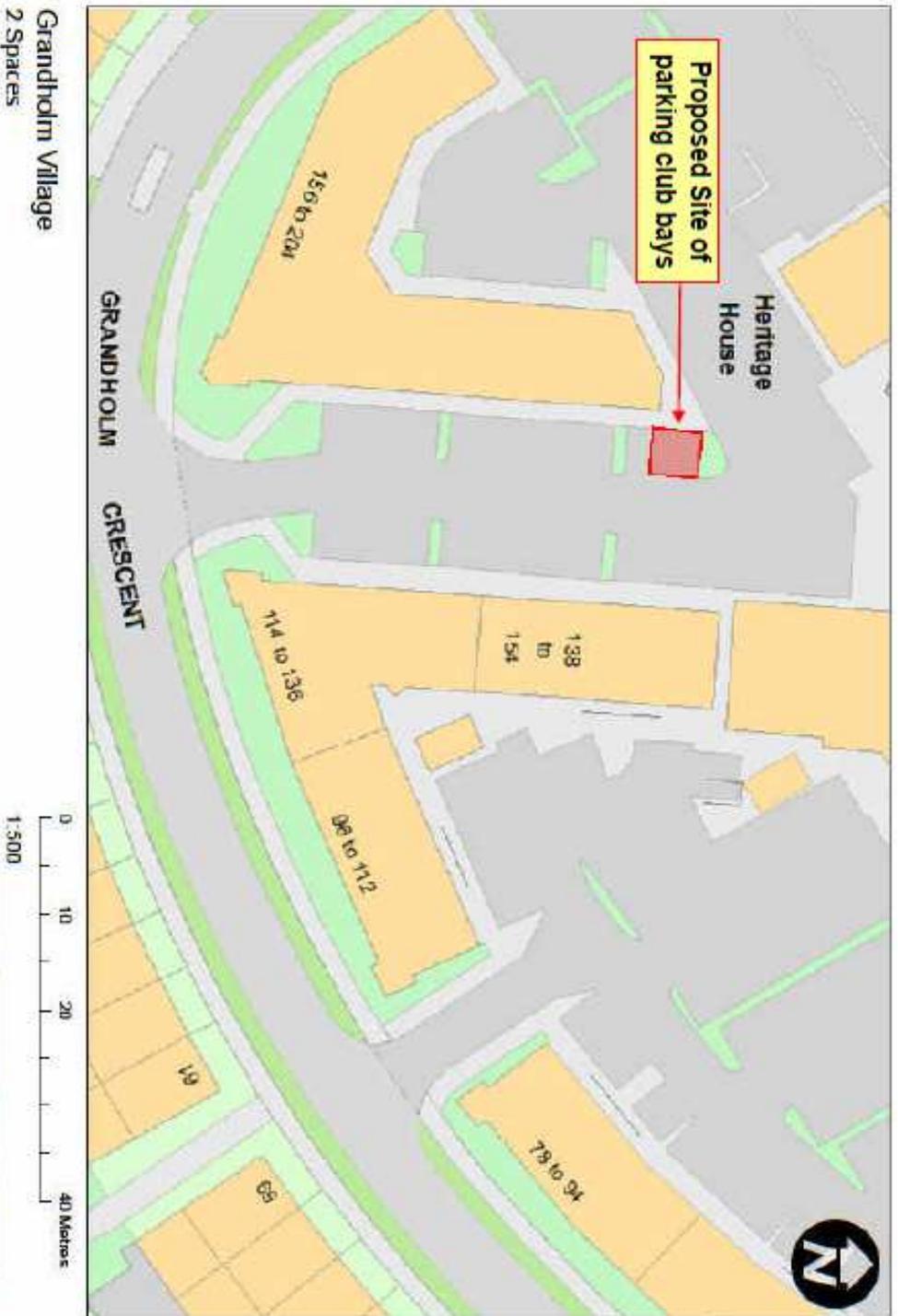
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BRIDGE OF DON LIBRARY CAR PARK - PROPOSED CO-WHEELS PARKING CLUB BAY

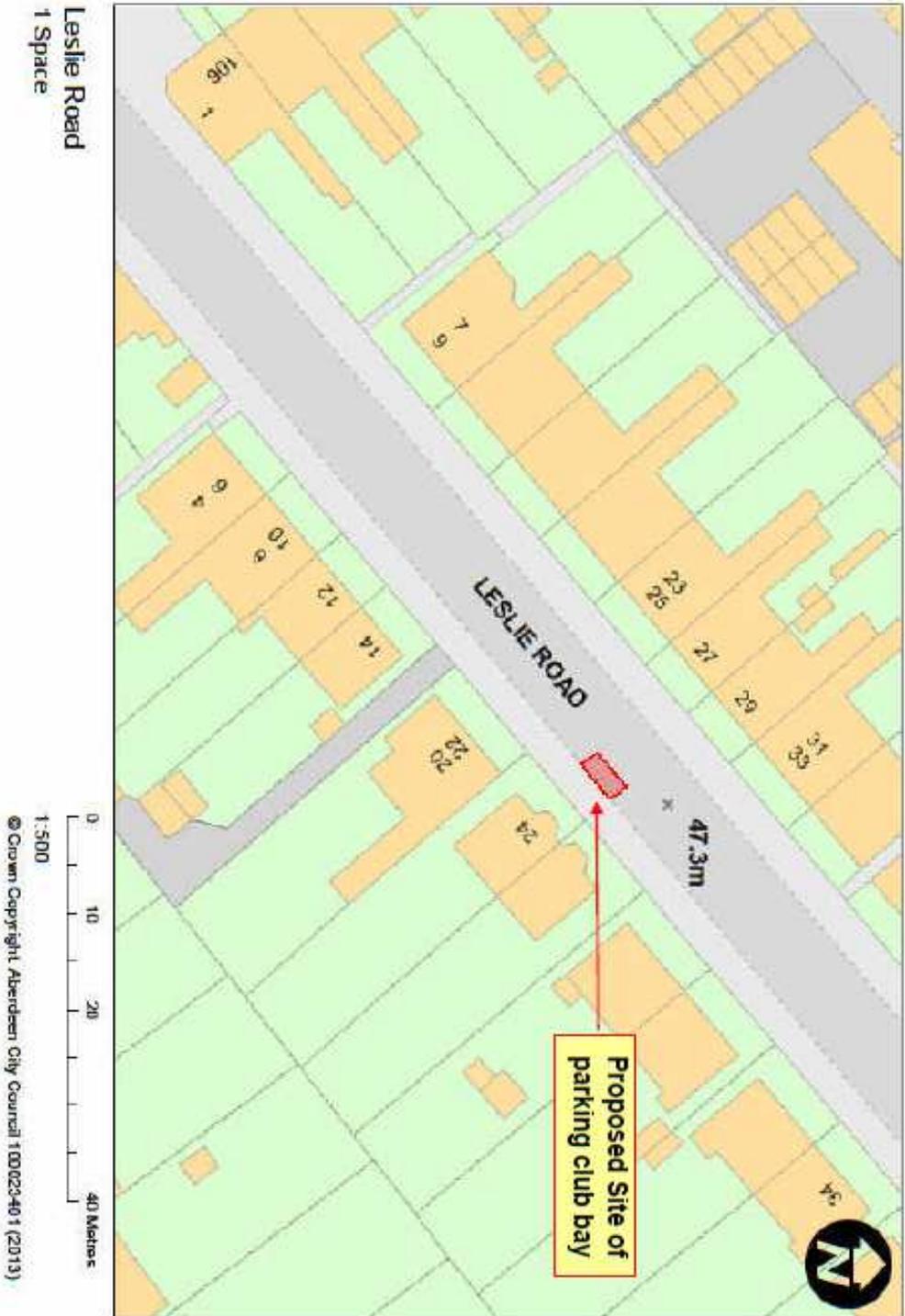


Bridge of Don library/ Shops
Proposed single car club bay

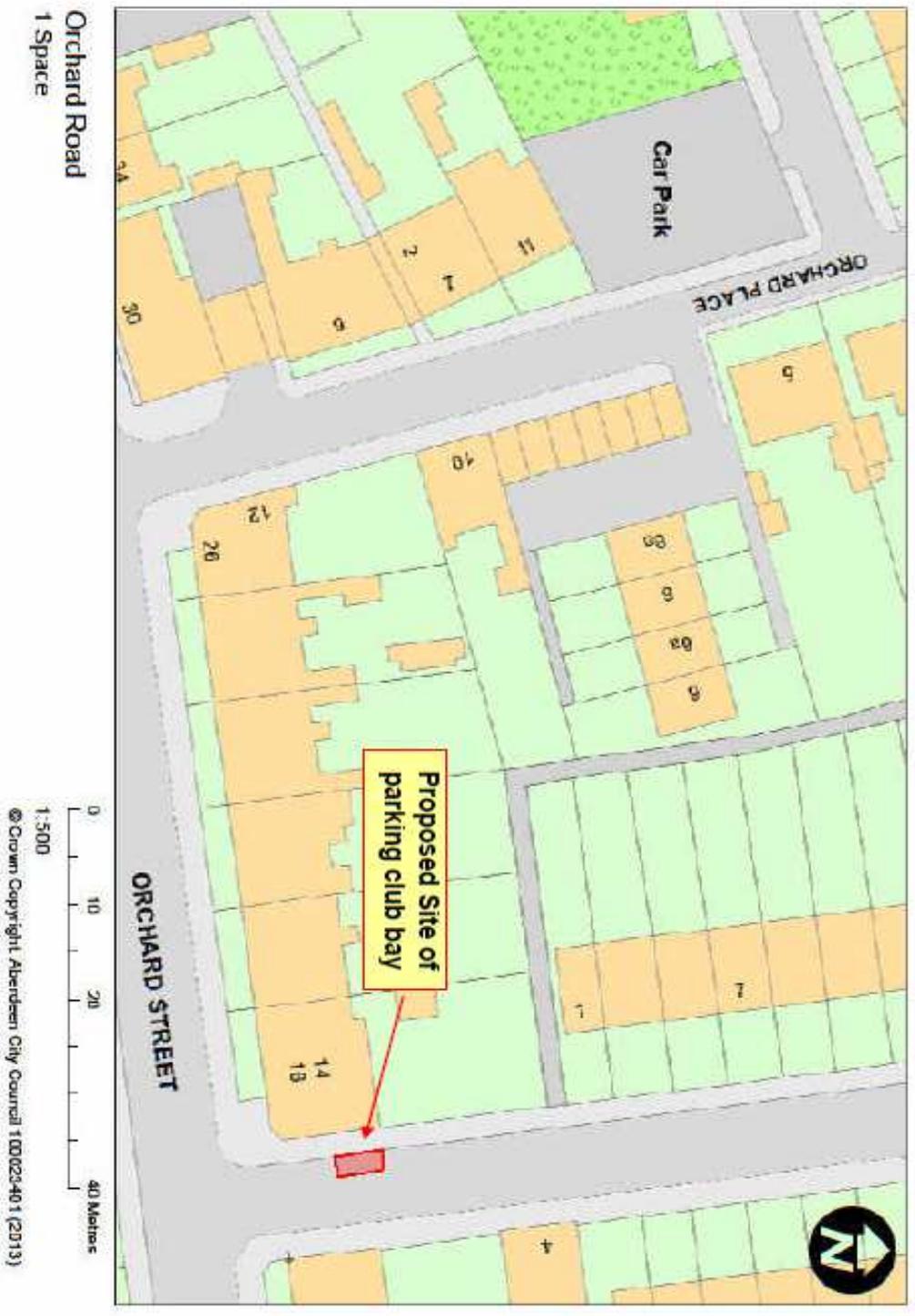
GRANDHOLM VILLAGE - PROPOSED CO-WHEELS PARKING CLUB BAY (2 SPACES)



LESLIE ROAD - PROPOSED CO-WHEELS PARKING CLUB BAY



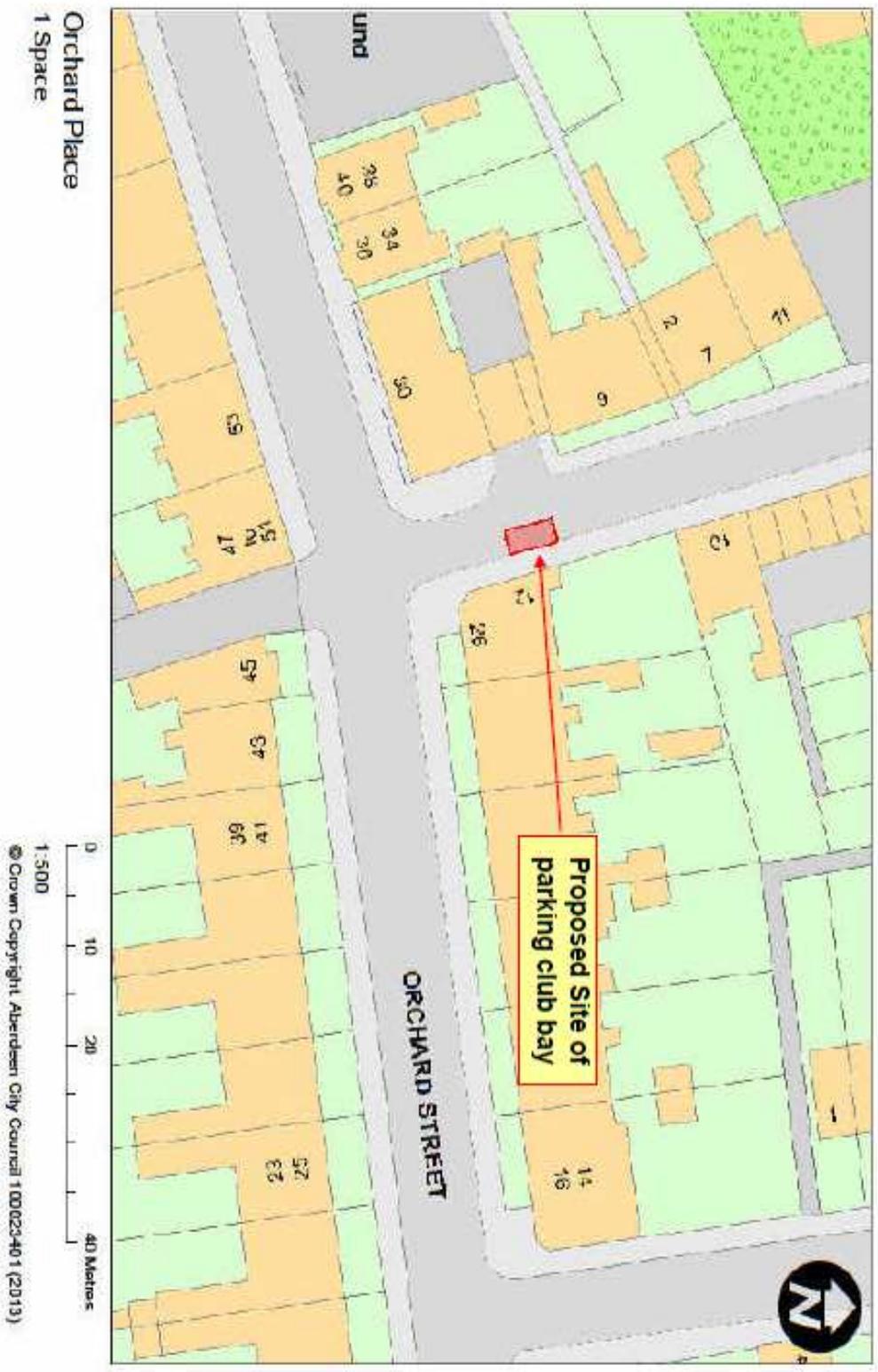
ORCHARD ROAD - PROPOSED CO-WHEELS PARKING CLUB BAY



Orchard Road
1 Space

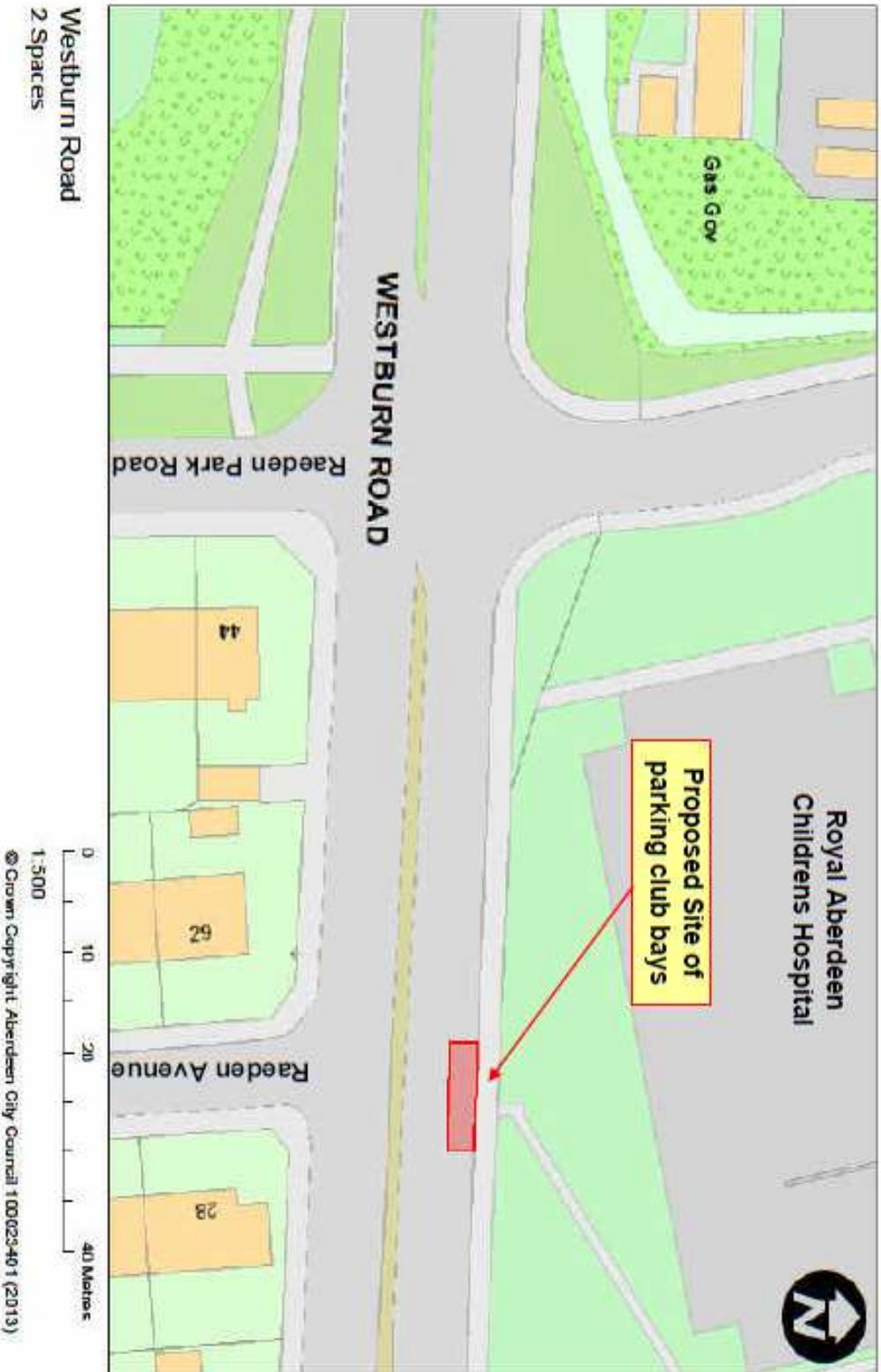
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ORCHARD PLACE - PROPOSED CO-WHEELS PARKING CLUB BAY

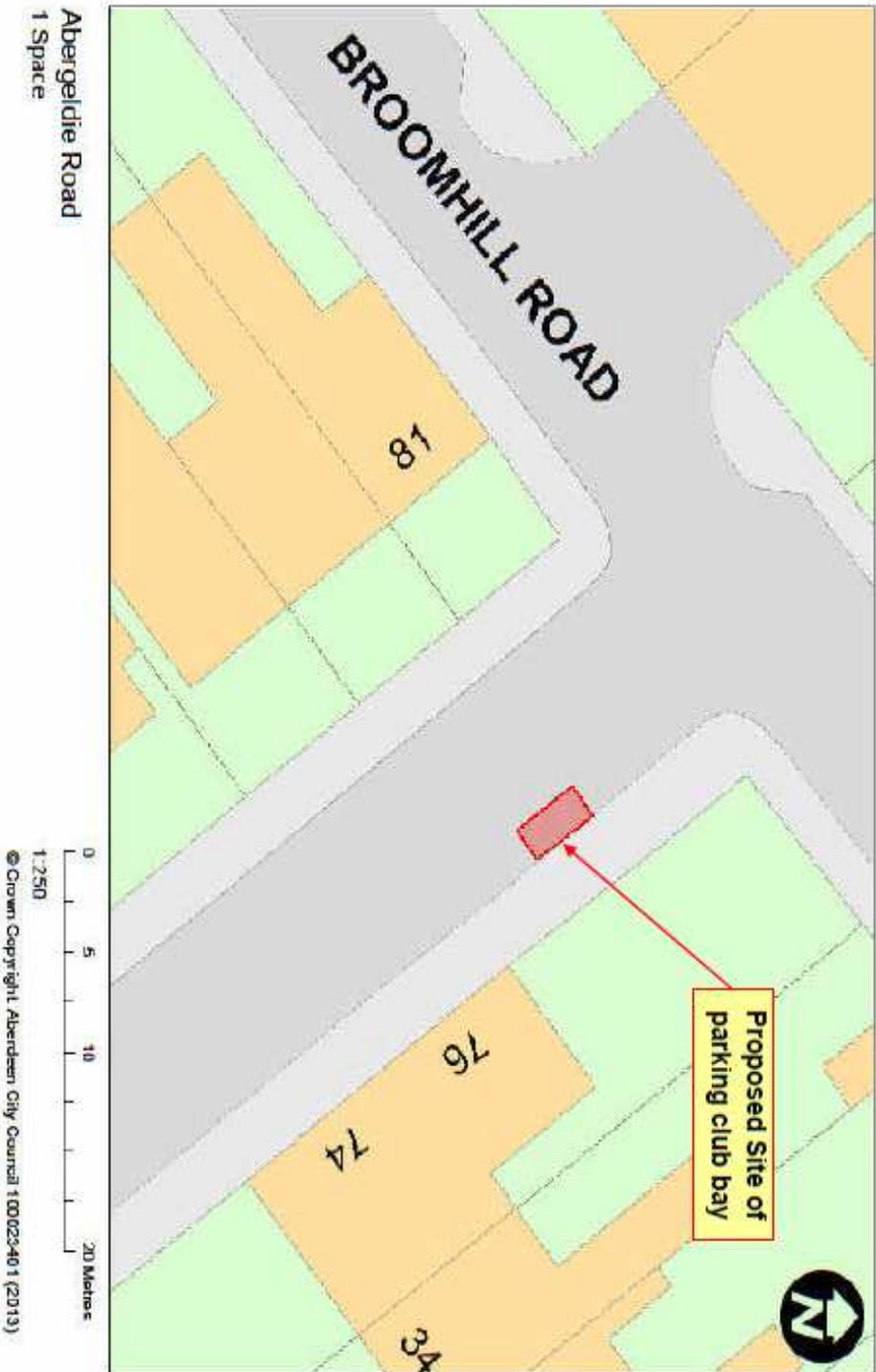


Orchard Place
1 Space

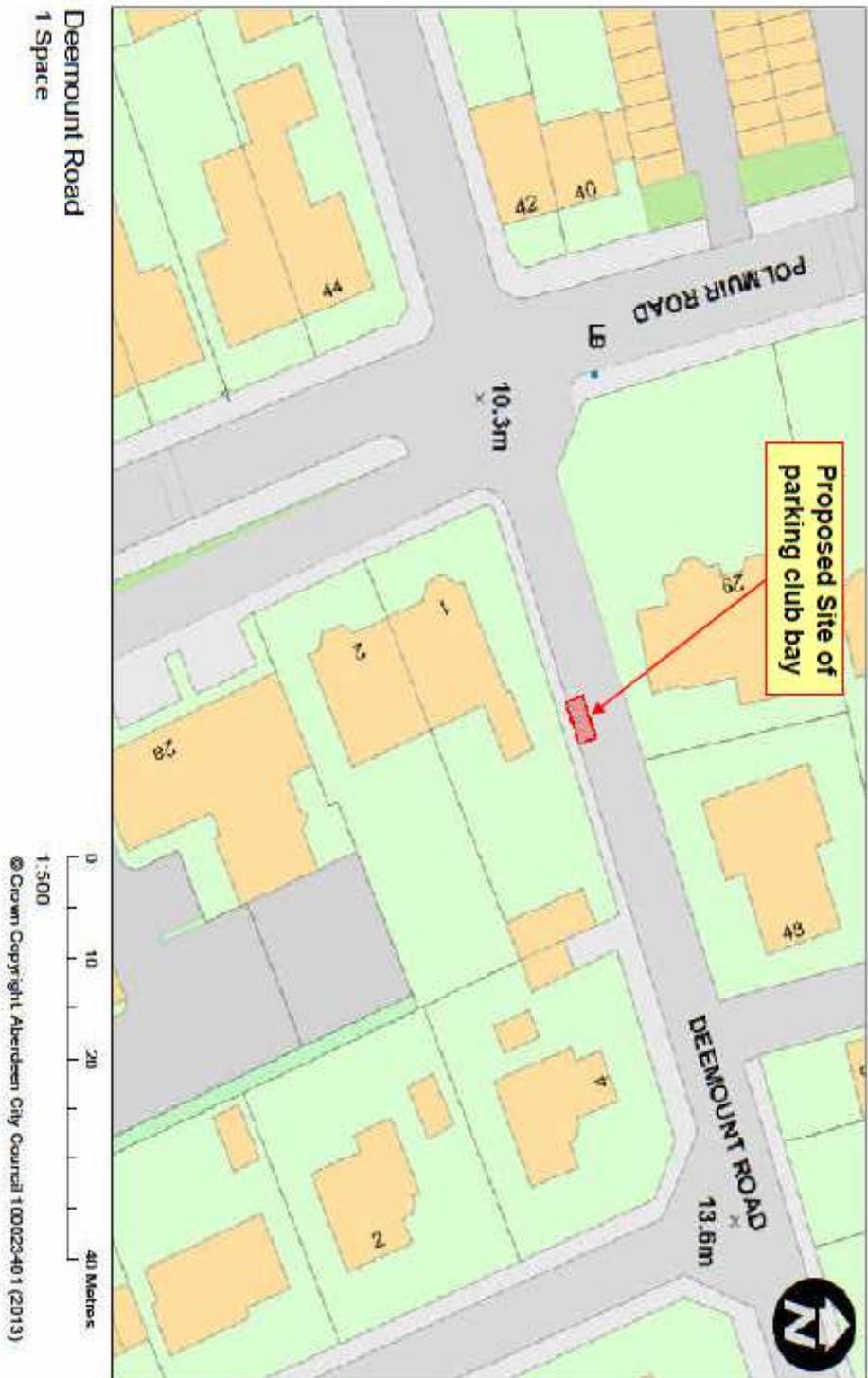
WESTBURN ROAD - PROPOSED CO-WHEELS PARKING CLUB BAY (2 SPACES)



ABERGELDIE ROAD - PROPOSED CO-WHEELS PARKING BAY



DEEMOUNT ROAD - PROPOSED CO-WHEELS PARKING CLUB BAY



DUNMAIL AVENUE - PROPOSED CO-WHEELS PARKING CLUB BAY



Dunmail Avenue
1 Space

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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 – 2 spaces

23 Whitestripes Path – Bridge of Don	17 – 19 Craigievar Place for (173 Garthdee Drive)
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Off-street parking – 7 spaces

Gerard Street 6no bays for housing car park	4 Wingate Place - Tillydrone
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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

<http://committees.aberdeencity.gov.uk/mgConvert2PDF.aspx?ID=27801>

8. REPORT AUTHOR DETAILS

Laura Snee
Engineering Officer
lsnee@aberdeencity.gov.uk
(01224) 538054

Consultees comments

Enterprise, Strategic Planning and Infrastructure Committee

Convener: Councillor Barney Crockett – emailed 29 November 2013

Vice Convener: Councillor Angela Taylor – emailed 29 November 2013

Council Officers

Councillor Sandy Stuart - **emailed 29 November 2013**

Councillor Willie Young - **emailed 29 November 2013**

Councillor Muirial Jaffray - **emailed 29 November 2013**

Councillor John Reynolds - **emailed 29 November 2013**

Councillor David Cameron - **emailed 29 November 2013**

Councillor Steve Delaney - **emailed 29 November 2013**

Councillor Len Ironside - **emailed 29 November 2013**

Councillor George Adam - **emailed 29 November 2013**

Councillor Kirsty Blackman - **emailed 29 November 2013**

Councillor Lesley Dunbar - **emailed 29 November 2013**

Councillor Ross Grant - **emailed 29 November 2013**

Councillor Ramsay Milne - **emailed 29 November 2013**

Councillor Jim Noble - **emailed 29 November 2013**

Councillor Bill Cormie - **emailed 29 November 2013**

Councillor Fraser Forsyth - **emailed 29 November 2013**

Councillor Andrew May - **emailed 29 November 2013**

Councillor Jean Morrison - **emailed 29 November 2013**

Councillor Nathan Morrison - **emailed 29 November 2013**

Councillor Marie Boulton - **emailed 29 November 2013**

Councillor M Tauqeer Malik - **emailed 29 November 2013**

Councillor Aileen Malone - **emailed 29 November 2013**

Councillor Angela Taylor - **emailed 29 November 2013**

Councillor Gordon Townson - **emailed 29 November 2013**

Councillor Ian Yuill - **emailed 29 November 2013**

Councillor Yvonne Allan - **emailed 29 November 2013**

Councillor Graham Dickson - **emailed 29 November 2013**

Councillor Alan Donnelly - **emailed 29 November 2013**

Councillor Callum McCaig - **emailed 29 November 2013**

Councillor James Kiddie - **emailed 29 November 2013**

Councillor Neil Cooney - **emailed 29 November 2013**

Councillor Andrew Finlayson - **emailed 29 November 2013**

Councillor Martin Greig - **emailed 29 November 2013**

Councillor Jennifer Stewart - **emailed 29 November 2013**

Councillor Ross Thomson - **emailed 29 November 2013**

Councillor John Corral - **emailed 29 November 2013**

Lorna Inglis, Secretary to Head of Finance

emailed 29 November 2013; No comment regarding finance

Jane MacEachran, Head of Legal and Democratic Services, Corporate Governance - **emailed 29 November 2013**

Ciaran Monaghan, Head of Service, Office of Chief Executive –
emailed 29 November 2013

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure
emailed 29 November 2013

Hugh Murdoch, Head of Asset Management and Operations, Enterprise,
Planning and Infrastructure - **emailed 29 November 2013**

Margaret Bochel, Head of Planning & Sustainable Development, Enterprise,
Planning and Infrastructure - **emailed 29 November 2013**

Are supportive of the proposals and recommendations within this report

Mike Cheyne, General Manager Operations, Enterprise, Planning and
Infrastructure - **emailed 29 November 2013**

Neil Carnegie, Community Safety Manager, Housing and Environment -
emailed 29 November 2013

Dave Young, Account Manager, Corporate Governance
emailed 29 November 2013

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	The Aberdeen City Council (The Bush, Peterculter, Aberdeen) (Prohibition of Driving) Order 201(X) – Final Stage of Statutory Process Revised
REPORT NUMBER:	EPI/13/240

1. PURPOSE OF REPORT

This report deals with the traffic regulation order 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 notice is 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 approve this order and that the order shall be made and implemented accordingly.

3. FINANCIAL IMPLICATIONS

The implementation of the proposed closure would be funded from the Cycling, Walking, Safer Streets grant funded budget. The estimated implementation cost of the works is £6,000 and requires minimal maintenance costs.

4. OTHER IMPLICATIONS

There are no other implications worthy of being identified in the abstract here.

5. BACKGROUND/MAIN ISSUES

5.1 The Aberdeen City Council (The Bush, Peterculter, Aberdeen) (Prohibition of Driving) Order 201(X)

5.1.1 Background

Members may recall that at its meeting 19 March 2013, the Committee overruled the objections received in relation to the proposed closure of The Bush, Peterculter and approved the recommendation to make this order as originally envisaged at its location situated at the boundary of No. 35 and 37 (Location shown in Appendix 2).

Since this approval there are concerns over an administrative anomaly between the draft order and the public advert due to a slight difference in the wording of the closure in reference to the location. It is therefore felt prudent following legal advice to recommence the public consultation, ensuring that the draft order and public advert correspond with each other. While this has resulted in a delay to the process, this will ensure the Council does not open itself up to any accusation of the regulatory procedures being incorrect and possible legal challenge.

5.1.2 Objection to the Proposal

Three statutory objections have been received in relation to this order. All objectors specifically advise of the negative impact the proposed closure at this location would have on access to their properties.

Two of the objections, from the properties Shawcroft and Inchrory, are on similar grounds, that should the proposed closure be implemented then this will block direct vehicular access to their garages from the front of their properties. As a result they would have to undertake a journey of approximately 1 mile along North Deeside Road, School Road and Hillside Road, to access their garages instead of the current 0.1 mile at present.

Both of these objectors also raise concerns that should vehicular access to the rear the garages be denied, along the Bush from the front of their properties, that this would make the property less attractive on the property market and devalue the properties.

Mr Yule, of Shawcroft, also raises concerns regarding the consultation process and communication with residents regarding the proposal due to him not being invited to a public meeting held at Peterculter Primary School.

Mr Verhamme and Mrs Menzal, of Inchrory, request that if the closure was to be implemented through the installation of bollards that they be set up as to be “unlockable by residents only “ and is interpreted as the residents having key access through the closure point.

In addition to the concerns expressed above, the residents of Inchrory have intimated that they propose for the closure to be installed after their access to their garage and before the junction with Hillside Road. Therefore the location of the closure is in a location that does not restrict direct vehicular access along The Bush between the front and rear of their property.

The third objection from Mr Batchelor, highlights the effects the closure would have on the above two objectors properties as well as his property being blocked off from the rest of The Bush. Mr Batchelor has noted in his objection that a section of The Bush south of Hillside Road to Brighton Grange is closed.

Mr Batchelor also expresses a concern that the closure of The Bush would increase the volume of traffic using School Road, which will create traffic conflicts at two points. The first being at the school gates where parents vehicles will stop to collect / drop off their children and the other being at the 45 degree bend just north of it junction with north Deeside Road due to residents parking on the west side reducing the carriageway to one lane.

Mr Batchelor has suggested that the logical solution to the problems associated with through traffic on The Bush would be for the closure to be located on Hillside Road.

Complete copies of all three objections are appended to the report (Appendix 3).

5.1.2 Response to the Objections

With respect to the objections raised by the residents of Inchrory and Shawcroft regarding accessibility between the front and rear of the properties and garages, this will only be restricted to vehicular movements with full pedestrian and cycle access maintained at all times. Whilst it is accepted that on some occasions extended journey times will be experienced in accessing the rear garage it is considered this will be nominal and in the order of a few minutes, journey times will also relate to the direction of approach and the origin of the journey.

The objections raised with regard to a loss of property value or the level of interest should they be marketed in the future is questionable as it could be equally argued that the closure and calming of traffic would enhance the environment of The Bush, particularly as family homes, and be reflected in both interest and valuation. It is felt that issues related to property values are not directly relevant to the traffic regulation order process for the proposed closure.

Mr and Mrs Yule have indicated that they did not receive an invitation to the informal consultation meeting and therefore did not attend. It will

be noted that this meeting was arranged by the local member to gauge the level of support for a closure and does not form part of the formal statutory process. During an initial informal consultation period carried out by officers Mr and Mrs Yule were kept fully informed. Officers distributed packs to all properties within the The Bush containing options for the closure and all were given the opportunity to comment on these. Throughout the period over which consideration has been given to the proposed closure officers have been available to provide advice and guidance. It will be noted that Mr and Mrs Yule responded to the informal consultation by the officers. The formal statutory consultation provides all parties with the opportunity to express their views, which Mr and Mrs Yule have done accordingly and are given due attention in the context of this report.

With regard to the suggestion made by the residents of Inchrory for the potential bollards to be unlockable by residents only, so for this to be operated fairly each resident of The Bush would be provided with a key. Previous experience at locations where lockable bollards have been provided, this practice has proven to be very difficult to manage and is not considered to be a practical solution. The use of lockable bollards would open the system up to abuse with the bollards being left down for prolonged periods of time and the closure falling into disrepute. Therefore this solution would not be one that would be supported by officers.

Concern has been raised with regard to the increased traffic that will be generated onto School Road and how it will conflict with existing parking practices and traffic associated with the local primary school. The level of traffic within the general area will not increase as a result of the proposed closure but will be redistributed with traffic utilising School Road, Coronation Road and Craigton Crescent to access the wider network via the A93 as an alternative to the Bush.

The volume of redistributed traffic during daily school times is considered to be negligible in scale and unlikely to have any impact on the existing roads over which it would be diverted. However the removal of the through traffic from the Bush would significantly improve the environment of this link and particularly the safety of pedestrians and children. The Bush does not have or the ability to accommodate segregated pedestrian provision and is a principle reason for the promotion of the proposed closure.

Should problems relating to parking on School Road arise, then this would be investigated and consideration would be given to the possibility for additional restrictions to alleviate the issues highlighted by Mr Batchelor.

6. IMPACT

Section 5 above – and also the public notice attached - will allow members to consider the possible impact on communities compared with the intended virtue of the original proposals.

7. BACKGROUND PAPERS

'The Aberdeen City Council (The Bush, Peterculter, Aberdeen) (Prohibition of Driving) Order 201(X)'; Enterprise, Planning & Infrastructure Committee, 19 March 2013.

<http://committees.aberdeencity.gov.uk/documents/s25054/190313%20The%20Aberdeen%20City%20Council%20The%20Bush%20Peterculter%20Pro.pdf>

'The Bush, Peterculter – Proposed Road Closure'; Enterprise, Planning & Infrastructure Committee, 22nd January 2013.

<http://committees.aberdeencity.gov.uk/documents/s23913/EPI.12.276%20-%20The%20Bush%20Peterculter%20-%20Proposed%20Road%20Closure.pdf>

8. REPORT AUTHOR DETAILS

Michael Cowie
Engineering Assistant
Tel. (01224) 538050
E-mail: micowie@aberdeencity.gov.uk

Consultees comments

Enterprise, Strategic Planning and Infrastructure Committee

Convener: Councillor Barney Crockett – has been consulted 29/11/13

Vice Convener: Councillor Angela Taylor – has been consulted 29/11/13

Councillors

Councillor Marie Boulton – has been consulted 29/11/13

Councillor Aileen Malone – has been consulted 29/11/13

Councillor M. Tauqeer Malik - has been consulted 29/11/13

Council Officers

Lorna Inglis, Secretary to Head of Finance, Corporate Governance – ***has been consulted and has no comments with regard to finance on this report***

Jane MacEachran, Head of Legal and Democratic Services, Corporate Governance - ***has been consulted***

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

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

Hugh Murdoch, Head of Asset Management and Operations, Enterprise, Planning and Infrastructure - ***has been consulted***

Margaret Bochel, Head of Planning & Sustainable Development, Enterprise, Planning and Infrastructure - ***has been consulted and has no comments on this report***

Mike Cheyne, General Manager Operations, Enterprise, Planning and Infrastructure – ***has been consulted***

Neil Carnegie, Community Safety Manager, Housing and Environment – ***has been consulted***

Dave Young, Account Manager, Corporate Governance – ***has been consulted***

Laura Watson, Service Co-ordinator

Appendix 1

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (THE BUSH, PETERCULTER, ABERDEEN) (PROHIBITION OF DRIVING) 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 introduce a prohibition of driving on The Bush, Peterculter, Aberdeen, over a distance of five metres, with the exception that emergency vehicles and pedal cycles will be exempt from this prohibition. This proposal effectively closes The Bush as a through route that connects Malcolm Road and Hillside Road. The physical measures to achieve this purpose will be installed adjacent to the boundary between property nos.35 and 37 The Bush, and take the form of a raised road hump (5m in length) on which bollards will be installed. The extent of this proposal is defined in the schedule below. This order will also revoke an existing enactment for a prohibition of driving, except for access, on a length of Hillside Road, Peterculter, 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 between 27 November to 17 December 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 27 November to 17 December 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

No person shall drive, or cause or permit to be driven, any vehicle on that length of The Bush, Peterculter, Aberdeen, from a point thirty-five metres north of its junction with Hillside Road, northwards for a distance of five metres. The aforementioned shall not apply to a pedal cycle; to a vehicle being used for police, ambulance, or fire and rescue authority purposes; or to anything done with the permission, or with the direction, of a police constable in uniform.

Appendix 3

Mr & Mrs Yule
Shawcroft,
The Bush
Peterculter
AB14 0UX
14th December 2013

Jane MacEachran
Head of Legal and Democratic Services
Aberdeen City Council
Town House
Aberdeen

Dear Ms MacEachran:

Re: The proposed position of closure The Bush, Peterculter.

I would like to object to the proposed order on the following grounds:

- The proposed closure will block access to our garage with a car from the front of our property. (Shawcroft, The Bush)
- This would require us to go a 1 mile trip down Malcolm Rd, along Northdeeside Rd, up School Rd, along Hillside Rd & on to The Bush (this route includes 2 pedestrian crossings & a school), Instead of the 100 yard trip it is currently.
- I have been advised that this would devalue our house for any future sale & could also put off any potential buyers looking for a house with garage as it would be such a distance to travel to put a car in the garage.

Please also note that during the process that the decision was taken for this proposed position of closure, we were not at the meeting as we were not invited as ACC could not find our letter box (I was told this by Doug Ritchie & again when we met with Alison Swanson & two of her colleagues). There for we did not get a say in the proposal.

Yours faithfully,

Mr & Mrs Yule.

To: Aberdeen City Council
Jane MacEachran, Head of
Legal and Democratic Services
Town House
Aberdeen, AB10 1AQ

Peterculter, Nov-Dec 2013

Subject: **objection to order 201(X)**, where, how and whether to close The Bush

Dear Ms MacEachran *et al.*,

We are writing regarding (the position of) the planned closure of The Bush in Peterculter: we object to the proposed order.

We believe that a 'fixed' closure of The Bush between numbers 35 and 37 is not appropriate. It disables vehicle access to the garage buildings via the front of Inchrory, Shawcroft and Tigh MhicCoinnich. We would then have to drive through the village in order to get to our garage site. Looking ahead, without convenient vehicle access (being via the front) to garages the properties will become less attractive on the housing market.

We propose the closure to be installed before the corner with Hillside Road (with a warning at the top end of Hillside Rd!), i.e. at the 'garage corner' of Tigh MhicCoinnich. This makes much more sense. Madge McKenzie, our neighbour from Tigh MhicCoinnich, and the residents at the top end of the Bush will still be able to access their houses via their supposedly favourite entry, from Hillside Road. But it would be good/pro-active to have the closure set up in a flexible way ('unlockable' by residents only), if in case of snow & ice conditions the Hillside Rd climb is hazardous/impossible to ascend. Alternatively, flexible closure halfway the Hillside Rd climb should be considered, leaving one entry (from Malcolm Road) for all residents of The Bush on 'our' side of the closure towards Brighton Place.

Closure at any position unavoidably affects driving routine of residents (access flexibility from both sites, Malcolm and Hillside Roads). However, it's a choice for more safety and less disturbance: annoying (excess) go-through vehicle traffic has to be terminated. So last but not least: has it ever been properly evaluated whether a serious 'no go-through entry' warning (incl. consequences) signboard at both sites would be effective? By now, this could have been tested for ages! The current small note obviously does not do the job at all.

Yours sincerely,

Diana Menzel & Daniel Verhamme
(family-of-five residents of Inchrory, The Bush, Peterculter, AB14 0UX, since March 2012)

NB: Let's put behind historical claims/responsibility (Barrat houses, City Council, Culter Estate) regarding 'The Bush connection' and strive for proper paving as well.

Dear Sir/Madam,

I wish to object to the location of the closure of the Bush for the following reasons.

The two principal reasons that I do not wish the point of closure to be located at nos. 35/37 The Bush are – (1) it would have a detrimental effect on the properties Inchrory and Shawcroft by separating their garages from the houses themselves and (2) it would isolate Siglavik and Standish Cottage from the rest of The Bush which is already closed in the other direction. Positioning the closure on Hillside Road would not impact on any property in the same way.

Additionally closing The Bush would increase the volume of traffic using School Road which is currently down to one lane as the residents park on the West side, this is now to be compounded by the fact that the old Police Station has been converted into flats, with minimal parking spaces, so we have a situation where, on approaching the 45 degree bend heading North you are on the wrong side of the road and if a car is coming down School Road there is nowhere to go, are we to reverse onto North Deeside Road? This will also increase the volume of traffic passing the school and having to negotiate the parents vehicles stopping at the gates.

The logical solution to the rat-run problem, as previously intimated to myself by your own Graeme MacKenzie, is to close Hillside Road and leave the residents who live on The Bush to access it freely.

I have attached a copy of a recent letter sent to the local councillors by a majority of the residents directly affected by the proposed point of closure from which it can be seen that their preference is for closure on Hillside Road.

Kind Regards,

George Batchelor

Dear Councillors

Closure of The Bush, Peterculter

We have been advised that the Order promoted by the Council for closure of The Bush adjacent to nos. 35/37 has been halted due to a procedural irregularity and the Traffic Management team is now considering the next step. We are hopeful that the opportunity will be taken to listen to the majority of the affected residents who wish the point of closure to be located on Hillside Road and are writing to enlist your support.

We are the residents of Siglavik, Standish Cottage, Inchrory, Shawcroft and no. 39 The Bush ie 5 of the 9 properties directly affected by any closure. The two principal reasons that we do not wish the point of closure to be located at nos. 35/37 The Bush are – (1) it would have a detrimental effect on the properties Inchrory and Shawcroft by separating their garages from the houses themselves and (2) it would isolate Siglavik and Standish Cottage from the rest of The Bush which is already closed in the other direction. Positioning the closure on Hillside Road would not impact on any property in the same way.

Closure adjacent to nos. 35/37 The Bush has previously been presented to the E, P & I Committee as being the residents' preferred point of closure. This is based upon the results of a residents' consultation in November 2011 and a public meeting on 22 March 2012. However, closure at that specific location was **not** one of the 8 options put before residents in the consultation letter and when it was put forward at the meeting, none of us were present. We were only advised of it in a letter dated 14 May 2012 by which time the statutory consultation period had passed. Two of our number have been formally opposing the proposal ever since.

We attach a table which has been prepared by Traffic Management at our request. They have narrowed down the results of the November 2011 consultation to the 9 directly affected properties. Although the total points for closure on Hillside Road (Options D/E) are less than for closure on The Bush (Option F), more people selected Hillside Road as their first choice than selected The Bush. Another point worthy of note is that under Option F, closure of The Bush was at a different location than adjacent to nos. 35/37. It is true to say that some of us voted for a measure other than Options D/E and Option F at the time of the original consultation but, now that closure is the preferred option, none of us want it to be located on The Bush itself.

In any event, two years have passed since the residents were originally consulted in relation to a range of possible options. We would therefore suggest that the fairest thing to do now would be to consult the residents again on the two closure options. This would ensure that the Council's decision on how to proceed can be based on current information.

We would appreciate your help in being heard on this issue and invite you to visit The Bush so that you can see for yourselves that the logical solution to the rat-run problem is to close Hillside Road and leave the residents who live on The Bush to access it freely.

We look forward to hearing from you and confirm that you can respond to George Batchelor george.batchelor@subsea7.com on our behalf.

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	21 January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Various small scale traffic management and development associated proposals (Initial Statutory & Final stage of Statutory Process) (From August 2013 Committee)
REPORT NUMBER:	EPI/13/235

1. PURPOSE OF REPORT

To advise the Committee the Initial and Public consultation 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) approve the orders that did not attract objections, and that all the orders be made and implemented accordingly.

3. FINANCIAL IMPLICATIONS

The proposals contained in the six traffic orders detailed at 5.1 through to 5.6 will be fully funded by developers/businesses.

The proposals contained in the nine traffic orders detailed at 5.7 through to 5.16 will be fully funded through the Cycling, Walking, Safer Streets budget.

The proposals contained in the two traffic orders detailed at 5.17 through to 5.18 will be fully funded through Housing and Environment.

The proposals contained in the traffic order detailed at 5.19 will be fully funded through the Disabled Parking revenue budget.

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 subsections corresponding to the eighteen orders under consideration.

5.1 The Aberdeen City Council (Beechgrove Place, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.1.1 No statutory objections have been received.

5.2 The Aberdeen City Council (Froghall Terrace, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.2.1 No statutory objections have been received.

5.3 The Aberdeen City Council (Hardgate, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.3.1 No statutory objections have been received.

5.4 The Aberdeen City Council (Marquis Road/Western Road, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.4.1 No statutory objections have been received.

5.5 The Aberdeen City Council (Frederick Street, Aberdeen) (Traffic Management) Order 201(X)

5.5.1 No statutory objections have been received.

5.6 The Aberdeen City Council (East North Street, Aberdeen) (Prohibition of Stopping) Order 201(X)

5.6.1 No statutory objections have been received.

5.7 The Aberdeen City Council (Powis Place, Aberdeen) (On-street Parking Places and Revocation of Prohibition of Waiting) Order 201(X)

5.7.1 No statutory objections have been received.

5.8 The Aberdeen City Council (Ardaroch Road, Aberdeen) (Revocation of Prohibition of Waiting) Order 201(X)

5.8.1 No statutory objections have been received.

5.9 The Aberdeen City Council (Ashgrove Road, Aberdeen) (Revocation of Prohibition of Waiting) Order 201(X)

- 5.9.1 No statutory objections have been received.
- 5.10 The Aberdeen City Council (Berryden Mills, Aberdeen) (Prohibition of Waiting) Order 201(X)**
- 5.10.1 No statutory objections have been received.
- 5.11 The Aberdeen City Council (Binghill Crescent, Aberdeen) (Prohibition of Waiting) Order 201(X)**
- 5.11.1 No statutory objections have been received.
- 5.12 The Aberdeen City Council (Davidson Drive, Aberdeen) (Revocation of Prohibition of Waiting) Order 201(X)**
- 5.12.1 No statutory objections have been received.
- 5.13 The Aberdeen City Council (Esplanade, Aberdeen) (Limited Waiting On-street Parking Places) Order 201(X)**
- 5.13.1 No statutory objections have been received.
- 5.14 The Aberdeen City Council (Golden Square, Aberdeen) (Loading Area) Order 201(X)**
- 5.14.1 No statutory objections have been received.
- 5.15 The Aberdeen City Council (Strathmore Drive, Aberdeen) (Prohibition of Waiting) Order 201(X)**
- 5.15.1 No statutory objections have been received.
- 5.16 The Aberdeen City Council (Access Road Linking Hazledene Road to Countesswells Road, Aberdeen) (Prohibition of Driving) Order 201(X)**
- 5.16.1 No statutory objections have been received.
- 5.17 The Aberdeen City Council (Access Road Serving Marischal Court and Virginia Court, Aberdeen) (Prohibition of Waiting) Order 201(X)**
- 5.17.1 No statutory objections have been received.
- 5.18 The Aberdeen City Council (Stewart Park Place, Aberdeen) (Prohibition of Waiting) Order 201(X)**
- 5.18.1 No statutory objections have been received.

5.19 The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen) (Regulatory Parking Places) (No 5) Order 201(X)

5.19.1 No statutory objections have been received.

6. 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 Committee 29 August 2013.

<http://committees.aberdeencity.gov.uk/documents/s27808/EPI.13.120%20-%20Various%20small%20scale%20traffic%20management%20and%20development.pdf>

The statutory advertisements are published here for information, allowing members to see the content of each order as advertised.

8. REPORT AUTHOR DETAILS

Michael Cowie
Engineering Assistant
Tel. (01224) 538050
E-mail: micowie@aberdeencity.gov.uk

Consultees comments

Enterprise, Planning and Infrastructure Committee

Convener: Councillor Barney Crockett – has been consulted 29/11/13

Vice Convener: Councillor Angela Taylor – has been consulted 29/11/13

Lord Provost George Adam – *has been consulted 29/11/13*

Councillor Ross Grant – *has been consulted 29/11/13*

Councillor Ramsay Milne – *has been consulted 29/11/13*

Councillor Jim Noble – *has been consulted 29/11/13*

Councillor Bill Cormie – *has been consulted 29/11/13*

Councillor Fraser Forsyth – *has been consulted 29/11/13*

Councillor Jennifer Laing – *has been consulted 29/11/13*

Councillor Marie Boulton – *has been consulted 29/11/13*

Councillor Aileen Malone – *has been consulted 29/11/13*

Councillor M. Tauqeer Malik – *has been consulted 29/11/13*

Councillor Scott Carle – *has been consulted 29/11/13*

Councillor Jackie Dunbar – *has been consulted 29/11/13*

Councillor Gordon Graham – *has been consulted 29/11/13*

Councillor Andrew May – *has been consulted 29/11/13*

Councillor Jean Morrison – *has been consulted 29/11/13*

Councillor Nathan Morrison – *has been consulted 29/11/13*

Councillor Kirsty Blackman – *has been consulted 29/11/13*

Councillor Lesley Dunbar – *has been consulted 29/11/13*

Councillor Yvonne Allan – *has been consulted 29/11/13*

Councillor Graham Dickson – *has been consulted 29/11/13*

Councillor Alan Donnelly – *has been consulted 29/11/13*

Councillor James Kiddie – *has been consulted 29/11/13*

Councillor John Corall – *has been consulted 29/11/13*

Councillor Martin Greig – *has been consulted 29/11/13*

Councillor Jennifer Stewart – *has been consulted 29/11/13*

Councillor Ross Thomson – *has been consulted 29/11/13*

Council Officers

Lorna Inglis, Secretary to Head of Finance, Corporate Governance – ***has been consulted and has no comments with regard to finance on this report***

Jane MacEachran, Head of Legal and Democratic Services, Corporate Governance – ***has been consulted***

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

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

Hugh Murdoch, Head of Asset Management and Operations, Enterprise, Planning and Infrastructure – ***has been consulted***

Margaret Bochel, Head of Planning & Sustainable Development, Enterprise, Planning and Infrastructure – ***has been consulted and has no comments on this report***

Mike Cheyne, General Manager Operations, Enterprise, Planning and
Infrastructure - ***has been consulted***

Neil Carnegie, Community Safety Manager, Housing and Environment - ***has been
consulted***

Dave Young, Account Manager, Corporate Governance - ***has been consulted***

Laura Watson, Service Co-ordinator

Appendix 1

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (BEECHGROVE PLACE, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Beechgrove Place, Aberdeen) (Prohibition of Waiting) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to revoke a certain length of current ‘Resident / Voucher’ parking on Beechgrove Place, Aberdeen and impose a certain length of prohibition of waiting at any time as defined in the schedule below. This proposed restriction is necessary due to the formation of a new access associated with the development at the former Mile-End School. This proposal will prevent vehicles parking in the newly formed access and ensure adequate visibility splays are maintained. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council indirect association with authorised roadworks or building works.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 Gordondale Road, eastwards for a distance of 53 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL (FROGHALL TERRACE, ABERDEEN)
(PROHIBITION OF WAITING) ORDER 201(X)**

Aberdeen City Council proposes to make "The Aberdeen City Council (Froghall Terrace, Aberdeen) (Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a certain length of prohibition of waiting at any time on Froghall Terrace, Aberdeen, as defined in the schedule below. The aforementioned proposal is necessary to protect the new access associated with the development at the site of the former factory. It is also proposed to revoke previous lengths of prohibition of waiting at any time that were in place to protect now defunct accesses associated with the former factory site. Exceptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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

Froghall Terrace

North west side, from a point 42 metres east of its junction with Jute Street, eastwards for a distance of 84 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (HARDGATE, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Hardgate, Aberdeen) (Prohibition of Waiting) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a certain length of prohibition of waiting at any time on the Hardgate, Aberdeen, as defined in the schedule below. Exceptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 Bloomfield Road, northwards for a distance of 27 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (MARQUIS ROAD/WESTERN ROAD, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Marquis Road/Western Road, Aberdeen) (Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose certain lengths of prohibition of waiting at any time on Marquis Road and Western Road, Aberdeen, as defined in the schedule below. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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

Marquis Road

West side, from a point 89 metres south of its junction with Ferrier Crescent, generally southwards then eastwards, then northwards, following the road turning head for an overall distance of 77 metres.

East side, from a point 78 metres south of its junction with Ferrier Crescent, southwards, then eastwards, for an overall distance of 11 metres.

West Side, from its junction with Western Road, southwards for a distance of 10 metres.

East Side, from its junction with Western Road, southwards for a distance of 10 metres.

Western Road

South side, from its junction with Marquis Road, westwards for a distance of 10 metres.

South side, from its junction with Marquis Road, eastwards for a distance of 10 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (FREDERICK STREET, ABERDEEN) (TRAFFIC MANAGEMENT) (CONSOLIDATION) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Frederick Street, Aberdeen) (Traffic Management) (Consolidation) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to introduce a range of new traffic management measures while consolidating these with existing measures on the road. The range of new measures or where changes are being made to current traffic management measures is highlighted in the schedule below.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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

'Pay and Display' Parking – There will be certain lengths on both the north and south sides operating Monday to Saturday, 8am to 8pm.

Prohibition of waiting at any time – There will be certain lengths on both the north and south sides.

Prohibition of right turns – Vehicles exiting Frederick Street will only be permitted to turn left on to King Street.

Ambulance Bay – there will be an area of the carriageway on the south side, 12 metres in length, reserved exclusively for use by ambulances at any time.

Loading Bay – there will be an area of the carriageway on the south side, 18 metres in length, reserved exclusively for the loading and unloading of vehicles at any time.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (EAST NORTH STREET, ABERDEEN) (PROHIBITION OF STOPPING) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (East North Street, Aberdeen) (Prohibition of Stopping) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to introduce a certain length of prohibition of stopping on an entrance marking associated with the adjacent NHS Clinic. The specific length of East North Street concerned is defined in the schedule below.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 18 metres east of its junction with King Street, eastwards for a distance of 25 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (POWIS PLACE, ABERDEEN) (ON STREET PARKING PLACES AND REVOCATION OF PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Powis Place, Aberdeen) (On Street Parking Places and Revocation of Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to revoke certain lengths of existing prohibition of waiting operating Monday to Saturday, 8am to 6pm, on Powis Place, Aberdeen and replace these lengths with certain lengths of 'permit holders only' parking and 'permit holders/pay and display' parking' operating Monday to Saturday, 8am to 6pm. The aforementioned lengths of on street parking places are defined in the schedule below.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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

'Permit Holders Only' Parking, Monday to Saturday, 8am to 6pm

South-west side, from a point 10 metres north-west of its northern junction with Powis Lane, north-westwards for a distance of 32 metres.

South-west side, from a point 10 metres north-west of its southern junction with Powis Lane, north-westwards for a distance of 63 metres.

South-west side, from a point 15 metres south-east of its southern junction with Powis Lane, south-eastwards for a distance of 16 metres.

'Permit Holders/Pay & Display' Parking, Monday to Saturday, 8am to 6pm

South-west, from a point 15 metres south-east of its northern junction with Powis Lane, south-eastwards for a distance of 43 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (ARDARROCH ROAD, ABERDEEN) (REVOCATION OF PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Ardarroch Road, Aberdeen) (Revocation of Prohibition of Waiting) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to revoke an existing length of prohibition of waiting on the east side of Ardarroch Road, as detailed in the schedule below, which is operational from Monday to Saturday, 8:00am to 6:00pm.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 a point 15 metres south of its junction with Linksfield Road, southwards for a distance of 20 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (ASHGROVE ROAD, ABERDEEN) (REVOCAION OF PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Ashgrove Road, Aberdeen) (Revocation of Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to revoke a certain length of existing prohibition of waiting on the south side of Ashgrove Road, Aberdeen, as detailed in the schedule below.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 61 metres east of its junction with May Baird Avenue, eastwards for a distance of 17 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (BERRYDEN MILLS, ABERDEEN)(PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Berryden Mills, Aberdeen) (Prohibition of Waiting) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a prohibition of waiting ‘at any time’ on Berryden Mills, Aberdeen, for its entirety. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadwork’s or building works.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 (BINGHILL CRESCENT, ABERDEEN)(PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Binghill Crescent, Aberdeen) (Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a prohibition of waiting at any time on certain lengths of Binghill Crescent, Aberdeen, as defined in the schedule below. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadwork's or building works.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 the length of Binghill Crescent serving property nos.22 to 40, westwards for a distance of 20 metres.

North side, from its junction with the length of Binghill Crescent serving property nos.22 to 40, eastwards for a distance of 15 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL (DAVIDSON DRIVE,
ABERDEEN)(REVOCAION OF PROHIBITION OF WAITING) ORDER
201(X)**

Aberdeen City Council proposes to make “The Aberdeen City Council (Davidson Drive, Aberdeen) (Revocation of Prohibition of Waiting) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to revoke certain lengths of existing prohibition of waiting on Davidson Drive, 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 between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 (ESPLANADE, ABERDEEN) (LIMITED WAITING ON-STREET PARKING PLACES) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Esplanade, Aberdeen) (Limited Waiting On-Street Parking Places) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a certain length of parking bay on the Esplanade, Aberdeen, which will limit the period of waiting to 45 minutes, with no return within 15 minutes. The extent of the aforementioned is defined in the schedule below.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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

Esplanade

East side, from a point 43 metres west of its junction with New Pier Road north eastwards for a distance of 20 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (GOLDEN SQUARE, ABERDEEN) (LOADING AREA) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Golden Square, Aberdeen) (Loading Area) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to revoke an existing prohibition of waiting in Golden Square, Aberdeen, that operates Monday to Saturday, 8:00am to 6:00pm, and in its place reserve an area of the carriageway exclusively for the loading and unloading of vehicles at any time, as defined in the schedule below.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 15 metres west of its junction with South Silver Street, westwards, then northwards, for an overall distance of 25 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (STRATHMORE DRIVE, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Strathmore Drive, Aberdeen) (Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose certain lengths of prohibition of waiting at any time on Strathmore Drive, Aberdeen as defined in the schedule below.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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

Strathmore Drive

The north side of Strathmore Drive, from a point 2 metres east of the gable end of property No.15 Strathmore Drive, westwards, then northwards for an overall distance of 17 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL (ACCESS ROAD LINKING HAZLEDENE ROAD
TO COUNTESSWELLS ROAD, ABERDEEN) (PROHIBITION OF DRIVING)
ORDER 201(X)**

Aberdeen City Council proposes to make "The Aberdeen City Council (Access Road Linking Hazledene Road to Countesswells Road, Aberdeen) (Prohibition of Driving) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a prohibition of driving, except for access, on a certain length of the access road that links Hazledene Road and Countesswells Road. This prohibition effectively closes this road as a through route for motorised traffic between Hazledene Road and Countesswells Road, the length of road concerned is defined in the schedule below.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November to 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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

From 222 metres north of its junction with Countesswells Road, northwards for a distance of 133 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (ACCESS ROAD SERVING MARISCHAL COURT AND VIRGINIA COURT, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Access Road Serving Marischal Court and Virginia Court, Aberdeen) (Prohibition of Waiting) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose certain lengths of prohibition of waiting at any time on the access road serving Marischal Court and Virginia Court, Aberdeen, as defined in the schedule below. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

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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

South side, from its junction with Justice Street, generally eastwards, then north-westwards for an overall distance of 141 metres.

North side, from its junction with Justice Street, eastwards for a distance of 65 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (STEWART PARK PLACE, ABERDEEN)(PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Stewart Park Place, Aberdeen) (Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose certain lengths of prohibition of waiting at any time on Stewart Park Place, Aberdeen, as defined in the schedule below. Exemptions will apply as usual to the picking up or setting down of passengers, loading or unloading, blue badge holders not causing an obstruction, funeral vehicles, and vehicles parked with the consent of the Council in direct association with authorised roadworks or building works.

Full details of the proposal are to be found in the draft order, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 27 November and 17 December 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November to 17 December 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 for its entirety.

West Side, from its junction with Rosehill Drive, northwards for a distance 19 metres.

West Side, from a point 54 metres north of its junction with Rosehill Drive, northwards to its junction with Hilton Road.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (DISABLED PERSONS' PARKING PLACES IN ABERDEEN) (REGULATORY PARKING PLACES) (NO 5) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen) (Regulatory Parking Places) (No 5) 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 27 November, 2013, to 17 December, 2013, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538050) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 27 November, 2013, until 17 December, 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

Annat Bank, Ashley Road, Balgownie Brae, Balnagask Road, Bankhead Avenue (2), Belvidere Crescent, Berrywell Road, Bervie Brow, Birkhall Parade (3), Bonnyview Drive (2), Bressay Brae, Caiesdykes Crescent, Clifton Road, Cloghill Place, Cloverhill Crescent, Colsea Road, Cornhill Drive, Corthan Crescent, Danestone Terrace, Davan Park, Fernilea Road (2), Foresters Avenue, Gallowhill Terrace, Gardner Drive, Gardner Road, Garthdee Drive, Golf Road, Great Northern Road, Greenburn Drive, Hazlehead Terrace, Hillside Crescent, Howes Drive, Jamaica Street, Jasmine Terrace, Leslie Road, Lossie Place, Manor Drive, Mansefield Road, Marchburn Road, Middlefield Terrace, North Anderson Drive, Osborne Place, Oscar Road, Overhills Walk, Phoenix Place, Portree Avenue, School Drive, Seal Craig Gardens, Sheddocksley Drive, Shetland Walk, Skene Street, South Grampian Circle, St Peters Court, St Swithin Street, Stewart Crescent, Sumburgh Crescent, Summerhill Road, Tanfield Avenue, Tullos Crescent, Victoria Street (Dyce), Wales Street, Westerton Crescent.

Off-Street

Cairncry Road, Cornhill court (3), Dill Place, Ferryhill Road, Gaitside Drive, Janesfield Manor, Lerwick Road

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ABERDEEN CITY COUNCIL

COMMITTEE	ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE
DATE	21/01/2014
DIRECTOR	GORDON MCINTOSH
TITLE OF REPORT	DYCE SHUTTLE BUS NEW ACCESS ROAD
REPORT NUMBER:	EPI/13/265

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to inform the Committee of progress (by Planning & Sustainable Development acting as agents for Nestrans) with the preparation of a project to provide an improved means of access to Dyce railway station for the airport shuttle bus, and to seek approval to award a contract to allow construction work to commence before the end of the financial year 2013-2014.
- 1.2 This project (which has a Nestrans capital funding allocation of £426,000 in 2013/14) includes the construction of a new bus only access road and turning circle to the west side of the railway line, on land owned by Aberdeen International Airport between Foinavon Close and Dyce railway station.
- 1.3 The new construction will include a shared use path from the west side of the platforms at the railway station to a bus stop at the turning circle and along to the north end of Farburn Terrace. Cycle storage facilities will also be provided beside the railway station. The location of the site and the proposed construction layout are shown on the plan in the Appendix to this report.

2. RECOMMENDATION(S)

- 2.1 It is recommended that:
 - a) the Committee notes that tenders will be invited (by Planning & Sustainable Development acting as agents for Nestrans) for a Dyce Shuttle Bus New Access Road construction contract, to deliver this project as part of the Nestrans capital projects programme for 2013/14.

- b) the Committee gives approval for the award of a contract to the lowest valid tenderer to enable the construction to commence in the remainder of this financial year (2013-14).

3. FINANCIAL IMPLICATIONS

- 3.1 There will be no financial implications for Aberdeen City Council from the construction contract, as the preparation and delivery of the completed project will be fully funded from the NESTRANS programme allocation for 2013/14.
- 3.2 The NESTRANS Capital and Revenue expenditure programme for 2013/14, has £426,000 to allow for the design, preparation, construction and supervision costs of the project.
- 3.3 Any future revenue demands resulting from the provision of the new bus access road and turning circle will not be significant and can be absorbed into future revenue maintenance requirements.

4. OTHER IMPLICATIONS

- 4.1 The new bus only access road and turning circle is intended to assist in the punctuality and therefore reliability of public transport operating between the airport and the railway station. The City Council has signed up to a Bus Punctuality Partnership Agreement with First, Stagecoach, Aberdeenshire Council and NESTRANS to work together to improve public transport and thereby encourage modal shift. This is entirely in accordance with the Council's Local Transport Strategy (LTS) and the NESTRANS Regional Transport Strategy (RTS).
- 4.2 A Traffic Regulation Order is required for the bus access road and turning circle proposals. With the exception of buses and cycles, vehicles will be prohibited from entering the new access road and turning circle (albeit an exemption will apply to emergency and maintenance vehicles). The Order is the subject of a separate report to the Enterprise, Strategic Planning and Infrastructure Committee. There are no other legal implications as a result of this report.
- 4.3 The administration and supervision of the construction contract will be undertaken by staff within the Enterprise, Planning & Infrastructure service. There should be no other personnel or resource implications as a result of this report.
- 4.4 The project aims to increase accessibility within the city for all sections of the community. The provision of a direct and less traffic congested route for the airport shuttle bus, with the improved access and facilities for cyclists, is an integral part of developments which will help to deliver benefits for sustainable transport users of the city.

- 4.5 Economic benefit should be gained from the improved accessibility between the airport and railway station, with all users likely to benefit from a reduction in delays caused by traffic congestion.
- 4.6 The project should provide environmental benefits as it is intended to contribute to modal shift, which in turn will contribute to reductions in traffic congestion, which should also help to alleviate air quality concerns in the city. Where practicable any existing materials will be incorporated into the new works or removed to store for future re-use.
- 4.7 Health & Safety should be improved by the provision of the new access arrangements for the shuttle bus. The dedicated bus only turning circle and bus stop stance will be better for all the bus and other road users than the existing arrangements at the railway station. It should reduce the potential for accidents and provide increased safety and accessibility for pedestrians. Other Health and Safety issues will be dealt with by adherence to the Aberdeen City Council Guide To Managing Health & Safety, and any relevant Health & Safety legislation e.g. the Construction (Design and Management) Regulations.
- 4.8 If this project is not progressed there is the risk of an impact on the ability to deliver policy commitments relating to increasing the attractiveness and therefore the use of public transport, and the successful achievement of objectives contained within the LTS and RTS. Related objectives associated with Air Quality, Carbon Reduction and the local and regional economies, could also be compromised. The only other risks associated with this project are the normal risks associated with road construction work.
- 4.9 The land on which the new bus access road, turning circle, connecting paths, cycle facilities and landscaping are to be constructed is owned by Aberdeen International Airport. A lease arrangement has been proposed by the airport, wherein the land occupied by the new construction will be leased for a period of 99 years with a rent of £1 per annum if asked. There are no equipment implications as a result of this report.

5. BACKGROUND/MAIN ISSUES

5.1 Aims and Benefits

- 5.1.1 This project is a proposal to provide a short new link on the road network in the city, where the improved access should contribute to increased reliability and punctuality of buses, thereby encouraging greater use of this more sustainable mode of transport. The proposals are part of the transport infrastructure measures considered necessary to support the delivery of the actions agreed by the Council relating to the Community Plan objective to improve sustainable travel options.
- 5.1.2 This project should have a variety of positive benefits, such as encouraging public transport usage and active travel, both for

commuting and leisure. Providing a more efficient transport network will also help to encourage modal shift and will have positive impacts on air quality, thereby contributing to a healthier population.

5.2 Existing site

5.2.1 The extent of the works lies within land owned by Aberdeen International Airport, between Foinavon Close and Dyce Railway Station. It consists mainly of woodland and grassed areas, with notable variations in ground levels throughout the site. The site area is constrained by some residential and commercial properties, the Aberdeen to Inverness railway line and a security fence around the airport.

5.3 Construction Proposals

5.3.1 The works include the construction of a new length of single carriageway road with a bus turning circle, a bus stop stance and a footway connection to the station. It includes associated earthworks for verges, embankments, screening bunds and landscaping, along with drainage and street lighting.

5.3.2 It is proposed that six cycle lockers with a cycle shelter and an area of landscaping will be installed (adjacent to the footway between the access road and the railway station) and a connecting shared use path will be constructed from the north end of Farburn Terrace.

5.4 Programme & Traffic Management

5.4.1 It is proposed to commence construction in the remainder of this financial year (2013-2014), with completion expected in summer 2014.

5.4.2 The site is contained within an area of land adjacent to Foinavon Close, so it is anticipated that nearly all of the construction work can be completed with very little need for traffic management on the surrounding road network. When the connection of the new access road to Foinavon Close is constructed it will be necessary to maintain adequate access for the businesses that operate further along that road.

6. IMPACT

6.1 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'.

6.2 The delivery of improved access in this area will also contribute to the aims to improve Aberdeen's transport infrastructure – including addressing “pinch points” in the city's road network and work to improve public transport. The scheme also links in with the objectives of the Local and Regional Transport Strategies.

6.3 The Local Transport Strategy (LTS) and Regional Transport Strategy (RTS) which this project contributes to have been subject to Equalities & Human Rights Impact Assessments. There are no implications for the majority of the 'Equality Groups' as a result of this specific project. Therefore an Equalities Impact Assessment for this particular project has not been required. However, access for the disabled should be improved by the provision of a wider path to the station and this will link in with the 'Access for All' redevelopment of the station (due to be completed by 31st March 2014), which will include a new bridge over the railway accessed by lifts from both platforms.

6.4 This report is likely to be of interest to the public, because the provision of improved access arrangements on the west side of Dyce railway station will probably be welcomed by all users of the airport shuttle bus service and other pedestrians and cyclists that may travel via the station. It may also be of interest to local residents who might be affected by the changes to the access arrangements in the area.

7. MANAGEMENT OF RISK

7.1 There is a reputational risk to the Council, which should be classified as a hazard. If the recommendations of this report are not approved by the Committee it would appear to contradict the aims of corporate and community plans. The risk can be categorized as business and customer/citizen, because failure to progress with this project would have a negative impact on the relationships with partners and stakeholders (including Nestrans, Aberdeen International Airport, Network Rail and all users of the proposed infrastructure improvement).

7.2 If the recommendations of this report are approved by the Committee there is a risk that should be classified as environmental. This risk can be categorized as a hazard because the project converts an area of ground with grass and trees to paved road and footway construction. However, it can also be categorized as an opportunity because (in mitigation of any negative impacts) the project will encourage and promote walking, cycling and the use of public transport.

8. BACKGROUND PAPERS

None.

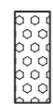
9. REPORT AUTHOR DETAILS

Bruce MacFarlane
Senior Engineer
brucem@aberdeencity.gov.uk
01224 523489

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KEY:

-  New road
-  New shared use path
-  New landscaping
-  New infiltration trench
-  Area proposed for additional landscaping
-  New surface water drain & new manhole / catchpit
-  Extent of works

NOTES:

1. The whole of the site is contained within land owned by Aberdeen Airport.
2. The new access road will connect to Foinavon Close and will be restricted to buses only.
3. Foinavon Close and the surface water drainage associated with it are not owned or adopted by Aberdeen City Council.
4. Aberdeen Airport has no objection to a surface water drainage connection to Foinavon Close.
5. All trees located in or encroaching on the area identified as proposed road will need to be felled or cut back.

Rev	Drawn	Checked	Description	Date



ABERDEEN CITY COUNCIL

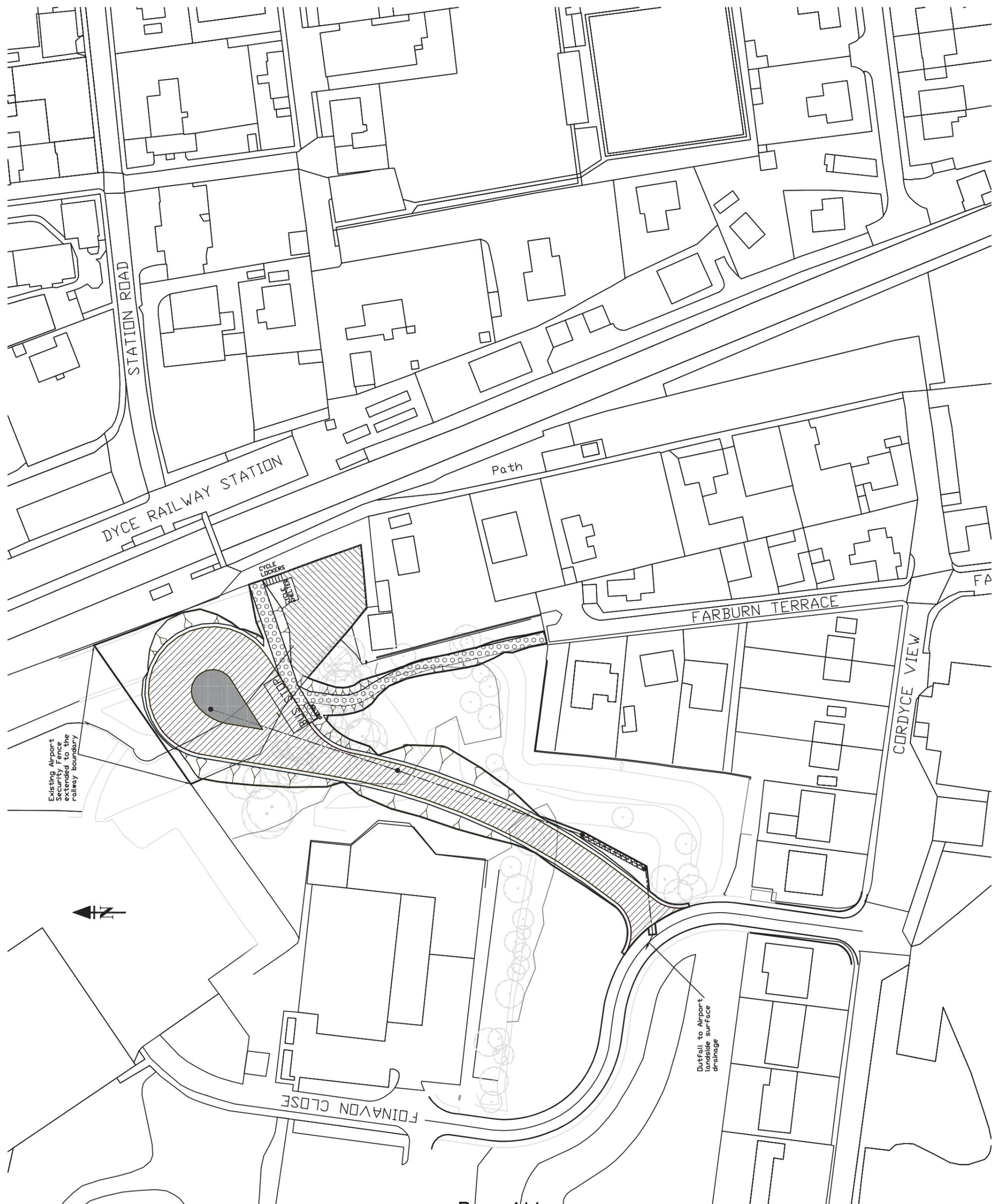
ENTERPRISE, PLANNING & INFRASTRUCTURE
 Business Hub 4, Ground Floor North, Mansfield College,
 Broad Street, Aberdeen, AB10 1AB
 Telephone 08456 080910

Client: NESTRANS

Project: DYCE AIRPORT SHUTTLE BUS NEW ACCESS ROAD PROPOSAL

Title: SITE LOCATION & PROPOSED CONSTRUCTION LAYOUT

Drawn (init./date)	B. M. Nov. 2013	File Location	Project\Open studio\bus new access\2016
Checked (init./date)		Drawing No.	1/US6A/DS316/R/Report-1
Scale & sheet size	1:500 a.t		A1



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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Planning and Infrastructure
DATE	21st January 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Driveway Application Appeal – 12 Bervie Brow, Cove, Aberdeen
REPORT NUMBER:	EPI/13/223

1. PURPOSE OF REPORT

This report advises members of the details of the appeal against officer's decision to refuse the application to form a driveway at 12 Bervie Brow, Cove, Aberdeen.

2. RECOMMENDATION(S)

That the Committee:

1. rejects the application for a driveway at 12 Bervie Brow due to the proposed access being taken from a public parking area, which is against the approved policy for driveways, and the allowing of said driveway would be detrimental to the general parking provision for the area.

3. FINANCIAL IMPLICATIONS

Should the Committee choose to allow the application there would be no financial implications as the applicant would be liable for all costs involved in the construction of the driveway and associated footway crossing.

4. SERVICE AND COMMUNITY IMPACT

The creation of driveway at the front garden at 12 Bervie Brow has the potential to lead to additional road safety risks. Reduction of the available parking spaces may lead residents to park indiscriminately creating problems of obstruction and road safety. Parking on footways would create difficulties of access and safety issues for pedestrians.

5. OTHER IMPLICATIONS

There is a risk that by approving a driveway at 12 Bervie Brow a precedent will be set making it difficult to resist future similar applications.

6. BACKGROUND

At its meeting of 27 September 2005 the Policy & Strategy Committee resolved to approve a revised Roads Consent Policy for the assessment of driveway applications. The revised policy aims to provide scope for prospective applicants in areas which are currently affected by local parking capacity problems and which are constrained by the current policy. The revised sections are as follows –

- I. A driveway will not generally be allowed access from a parking lay-by if that lay-by is regularly used by parked vehicles, and locally available parking would be reduced detrimentally by creating a driveway access.
- II. Access to a driveway from a communal car park will generally not be allowed if car parking spaces are removed and the overall parking provision within the car park is reduced. However, consent may be considered if the following criteria can be fully satisfied –
 - If the number of spaces which would be removed as a result of creating a driveway can be replaced elsewhere in the area, and
 - Funding can be identified to construct the relocation of car parking spaces elsewhere, and also
 - The applicant(s) has the agreement of the Local Member to progress a scheme for the requisite amount of car parking spaces which would be lost in providing a driveway access.

In relation to point (II) above it is recognised that in most cases, parking problems will affect a local area and not just individual residents. In that regard the policy condition set out above states that the Local Member must grant their consent, and hence be directly consulted, in each case for area schemes which propose to provide the balance of parking lost from the installation of a driveway. But perhaps most importantly, funding has to be in place to create the replacement parking before the driveway application can be created.

6.1 APPLICATION FOR CONSIDERATION – 12 BERVIE BROW (see appendix 1, 2&3)

This application is within the ward of Councillor Andrew Finlayson, Councillor Neil Cooney and Councillor Callum McCaig and is a request from the resident of 12 Bervie Brow for a driveway to be installed within the front garden area. In this instance there is no requirement for a Planning Application but the driveway application needs Roads Consent. The application for the driveway was refused, as access would be from a public parking area and is against the policy for driveways as mentioned in 6.0. It may be of interest to member that permission was granted for a driveway at the rear of 12 Bervie Brow on the 22nd March 2006. The driveway access is to the rear of the property. It

should be noted that officers at that time were not aware of the severity of the resident disability.

The applicant is disabled and due to the nature of the disability has now requested the driveway to be installed within his front garden, where he uses a wheelchair to access from a communal car park. Officers do have sympathies with the applicants' current situation; however an access through the front garden was refused as it does not comply with the adopted council policy. The resident has appealed against the officers decision through Councillor Andrew Finlayson who supports the application and has requested that the application be presented to Committee for consideration, as he feels in this situation it can be justified.

The driveway, within the front garden would remove 2 public parking spaces to provide one private off-street parking space. The removal of spaces from this car park would further impact on the public parking provision within this area. For this reason the application has been refused. It should be noted that the communal car park outside 12 Bervie Brow provides a total of 8 possible vehicular parking spaces serving some 14 properties. Currently 4 of these spaces have been turned into disabled car parking spaces. Moreover the resident at 12 Bervie Brow has his own allocated disabled parking space within the car park. Currently this allocated space can be used by the resident, however under the new legislation this space can be used by anyone who has a valid disabled parking badge.

Officers carried out a survey and observed that the car park outside 12 Bervie Brow is well occupied and occasionally 1 free space would be found. Adjacent car park east side of Bervie Brow which serves the local shop is relatively free at all times. On-street parking at the rear side between numbers 11-14 Bervie Brow is generally free as the other side of the road between 22-30 Marchmont Street mostly has driveways.

The provision of a driveway at this location will:

- Require the relocation of the existing disabled parking spaces currently provided in the most appropriate locations.
- Reduce the amount of spaces available to the residents, possibly to three, and will lead to indiscriminate parking which will cause a road safety hazard. Footway parking puts pedestrians at risk, especially children and those with a disability.
- Generally have detrimental impact on the parking for the local area and on those residents who do not have exclusive off street parking available.

It is therefore not considered appropriate to create a driveway within the front garden which requires access to be formed through the communal parking area since it will remove two parking spaces and set a precedent making similar applications difficult to resist.

7. BACKGROUND PAPERS

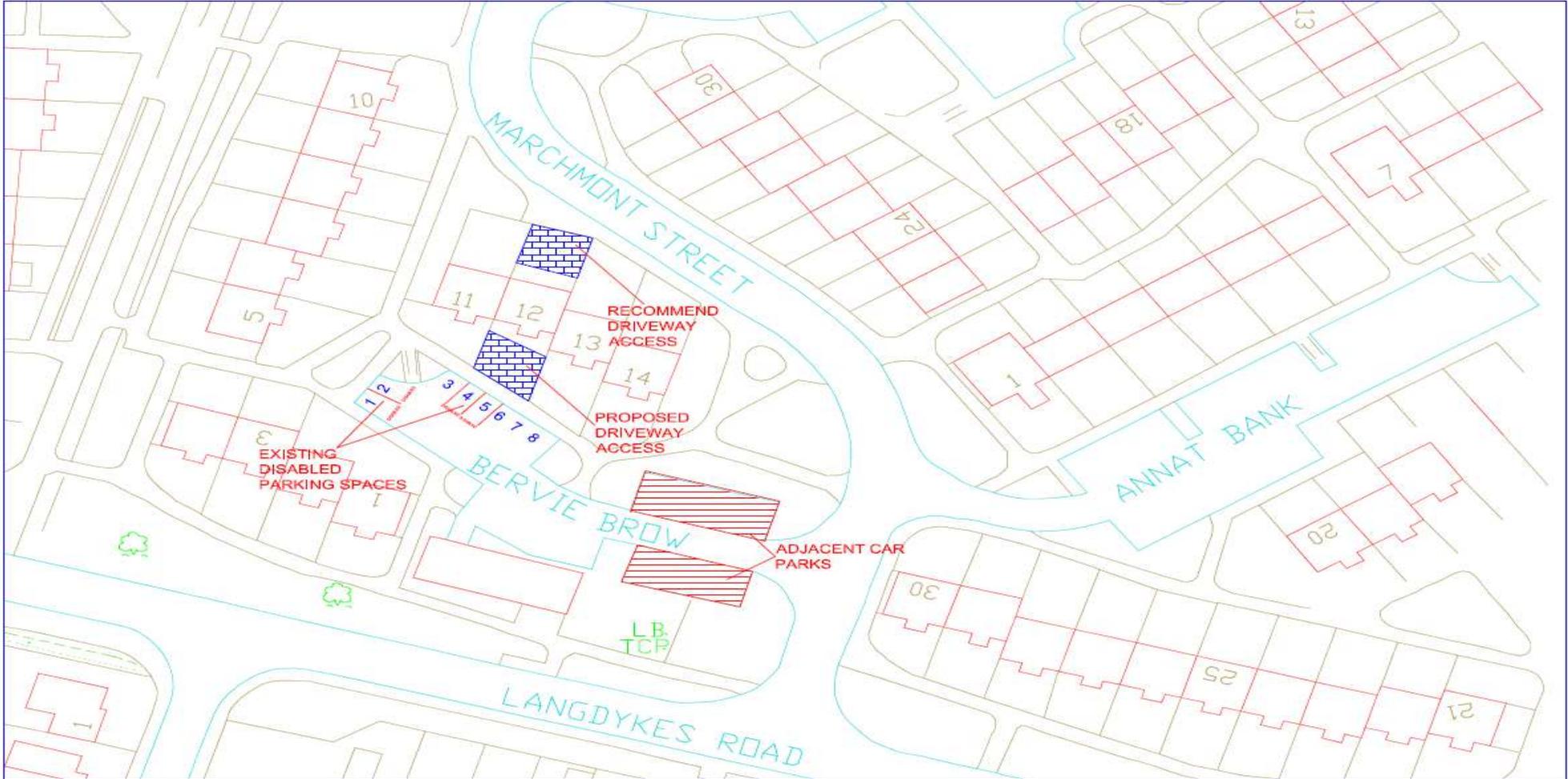
Appendix plan's 1, 2 and 3.

8. REPORT AUTHOR DETAILS

Nathan Thangaraj
Technical Officer
nthangaraj@aberdeencity.gov.uk
(01224) 538062

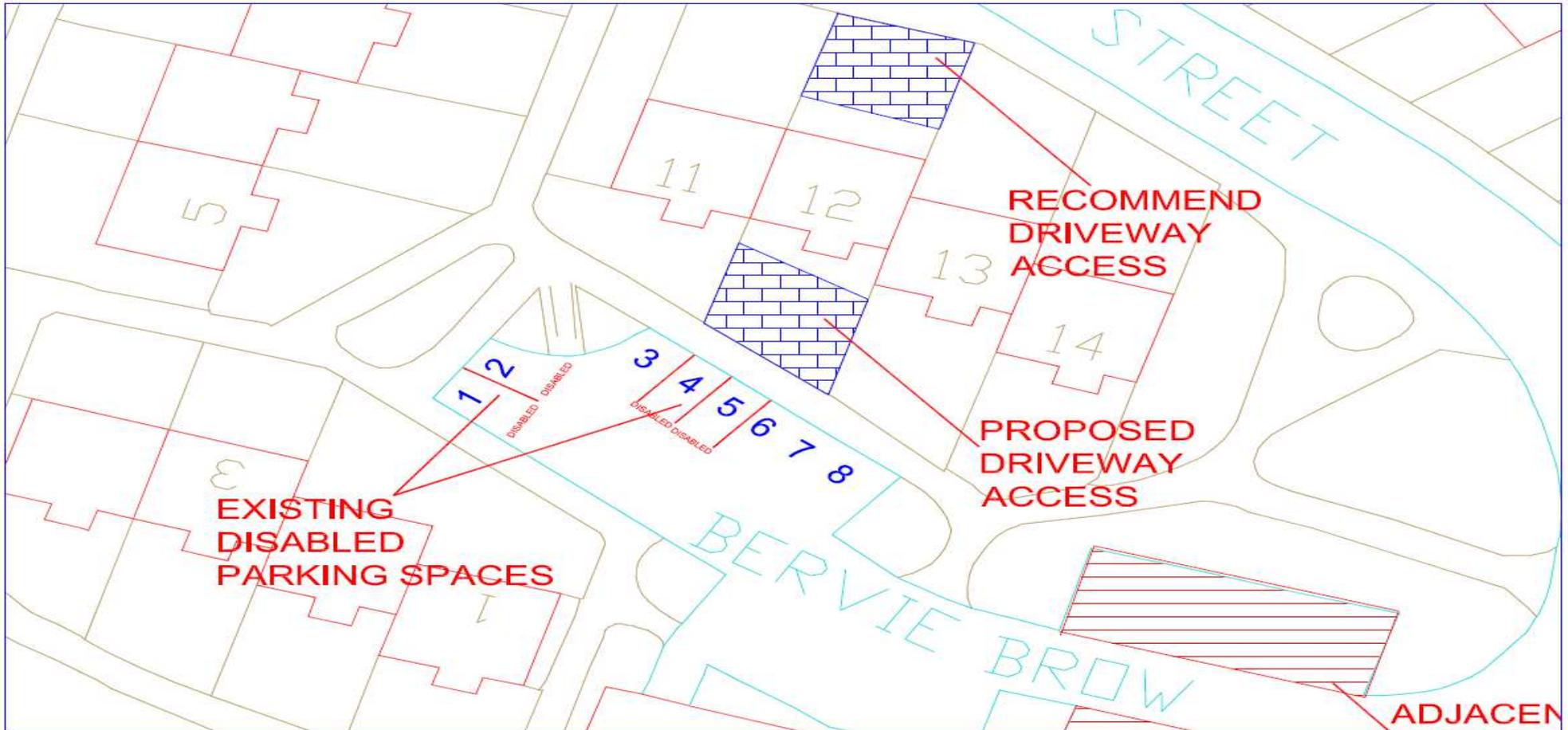
APPENDIX PLAN 1:

12 BERVIE BROW DRIVEWAY ACCESS



APPENDIX PLAN 2:

12 BERVIE BROW - DRIVEWAY ACCESS



APPENDIX PLAN 3:

12 BERVIE BROW – DRIVEWAY ACCESS



Consultees Comments

Enterprise, Strategic Planning and Infrastructure Committee

Convener: Councillor Barney Crockett – has been consulted

Vice Convenor: Councillor Ramsay Galloway Milne– has been consulted

Council Officers

Councillor Andrew Finlayson - **emailed 29 November 2013** and has requested officers to review the decision based on the below points and to grant his constituent permission for a driveway to be installed for easier and safer access to his property.

- Councillor Finlayson believes it is impracticable for a rear driveway access since the resident need to maintain security fencing as protection for himself and his neighbours. Moreover incorporating a gate in the fencing would be of little use as his disability would prevent him from opening and closing the gate.
- Moreover as the resident was severely injured in a road traffic accident suffering a broken neck which resulted in him being paralysed from the waist down. This means that he cannot walk unaided and even with the use of elbow crutches it requires great effort to cover a very short distance. It can take him of the order 10 minutes to reach his front door from his current parking space. In inclement windy or wintry weather it becomes extremely hazardous for him and he has fallen on a number of occasions which necessitated that the emergency services were called to provide assistance.
- Despite the resident disability he continues to work full time in a job that requires him to work shifts. This means he is leaving or returning home at varying time during the day and night often when the surface of the footpath is at its most dangerous.

Councillor Neil Cooney - **emailed 29 November 2013 and has no comments on this report**

Councillor Callum McCaig - **emailed 29 November 2013 and has no comments on this report**

Lorna Inglis, Secretary to Head of Finance – **emailed 29 November 2013 and has no comments on this report no comments**

Jane MacEachran, Head of Legal and Democratic Services, Corporate Governance - - **emailed 29 November 2013 and has no comments on this report**

Ciaran Monaghan, Head of Service, Office of Chief Executive – **emailed 29 November 2013 and has no comments on this report**

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - **emailed 29 November 2013 and has no comments on this report**

Hugh Murdoch, Head of Asset Management and Operations, Enterprise, Planning and Infrastructure - **has been consulted**

Margaret Bochel, Head of Planning & Sustainable Development, Enterprise, Planning and Infrastructure - **emailed 29 November 2013 and has no comments on this report**

Mike Cheyne, General Manager Operations, Enterprise, Planning and Infrastructure – **has been consulted**

Neil Carnegie, Community Safety Manager, Housing and Environment - **emailed and has no comments on this report**

Dave Young, Account Manager, Corporate Governance - **emailed and has no comments on this report**

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ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE - COMMITTEE BUSINESS – UPDATED FOLLOWING MEETING 12/11/13

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 item overdue)</u> if	<u>Report Expected (if known)</u>
1.	Enterprise, Planning and Infrastructure Committee 26.11.09 (article 18)	<p><u>Berryden Corridor – Transport Infrastructure Improvements</u></p> <p>The Committee resolved to approve the preferred option for progression to detailed design (i.e. the so-called “Do Something” option for the corridor, in association with a bus gate at Bedford Road/Powis Terrace), and that the officials report back on detailed design, costs and programming.</p>	<p>Funding for the delivery of Phase 1 of the Berryden Corridor is now included in the Non-Housing Capital programme for 2013/14 to 2017/18. Updates on key milestones and delivery will be included in future ‘Strategic and Local Transport Projects Update’ reports.</p> <p>The Committee agreed on 6th November 2012 that this item was to remain on the Committee Business Statement.</p> <p>Key milestones for Phase 1</p>	Maggie Bochel		

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			<p>were included in the Strategic and Local Transport Projects update report at the meeting of 29 August 2013.</p>			
2.	<p>Enterprise, Planning and Infrastructure Committee 26.11.10 (article 19)</p> <p>Enterprise, Planning and Infrastructure Committee 18.01.11 (article 25)</p>	<p><u>(1) Access from the North – An Integrated Transport Solution - (2) Access from the North Proposals “Third Don Crossing”</u></p> <p>The Committee resolved, amongst other things to request a regular report back on progress in these matters, including the development of a Delivery Programme.</p> <p>the Committee resolved to-</p> <p>(a) agree, in principle, the provisional programme for delivery of the ‘Access from the North’ integrated transport proposals; instruct officers to continue discussions with BEAR and</p> <p>(b)</p>	<p>Future updates will be provided as funding is identified for delivery of this programme. It is proposed to update Members on an annual basis on progress of the whole programme, with separate reporting should individual elements require further Committee decisions. Where key progress is made during the year, ad-hoc updates can be provided as part of the bulletin or included within the Strategic Transport projects update report.</p> <p>The Council at its meeting on 6th March 2013 agreed:-</p> <p>(i) to progress construction of the Access from the North proposals (Third Don Crossing) on a</p>	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 item overdue)</u> if	<u>Report Expected (if known)</u>
	Enterprise, Planning and Infrastructure Committee 06.11.12	<p>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>(ii) “works only” approach to progress construction of the A96 Park and Choose/Dyce Drive Link Road on a “works only” approach outwith the arrangements for the AWRP/B-T;</p> <p>(iii) to take all necessary actions to progress the projects including budget provision with appropriate officers; 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> <p>(iv)</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 item overdue)</u> if	<u>Report Expected (if known)</u>
	(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> <p>The Aberdeen Coastal Regeneration Project can only be progressed as part of the mainstream development of climate change adaptation</p>			
3.	Enterprise, Planning and Infrastructure 13.09.11 (article 24)	<u>South Aberdeen Coastal Regeneration Project (SACRP) – Programme Developments</u>		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>
4.	Enterprise, Planning and Infrastructure 11.09.12 (article 23)	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.	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.	Maggie Bochel	29.08.13	13.03.14
	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 approval.	Project initiation documents including project brief have been developed. Officers within EP&I are currently investigating funding and resource options for strategy development including scoping external delivery partners. Unlikely to be at a stage to report full strategy to Committee in August. Anticipated to be able to report	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 item overdue)</u> if	<u>Report Expected (if known)</u>
5.	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</p>	<p>in first quarter of 2014.</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> <p>An update on the position relating to Bridge of Don Park and Ride is provided within the Strategic and Local Transportation Projects Update report which</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 item overdue)</u> if	<u>Report Expected (if known)</u>
		(iii) Ride location; and the request that the Director of Enterprise, Planning and Infrastructure further discuss all possible site opportunities and provide a detailed report back on all options to a future meeting of the Enterprise, Planning and Infrastructure Committee.	is on the agenda.			
6.	Enterprise, Planning and Infrastructure 11.09.12 (article 26)	<u>Shared Pathway - (A96/Old Meldrum Road/ Mugiemooss Road, Aberdeen) Dubford/ Greenbrae Area.</u> The Committee agreed that officers be instructed to report back in two years time on how these Traffic Orders have progressed.		Hugh Murdoch	04.09.14	
7.	Enterprise, Planning and Infrastructure	<u>Extension of Pay by Phone Parking</u>		Hugh Murdoch	22.01.13	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 item overdue)</u> if	<u>Report Expected (if known)</u>
	11.09.12 (article 29)	The Committee agreed to instruct officers to report back on the feasibility of paying parking charges by credit/debit cards at parking machines.				
8.	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 Contract and Variation.</p>	As noted previously, the Legal team is still dealing with this matter. It is likely that we will not be successful in reducing the contract length, however a clearer update will be provided on this in due course. Given that the contract end date is 2016, officers estimate the tender process will take approximately 2 years, which in itself results in difficulties in reducing contract length. Over Summer officers will commence preparatory work, with the aim of commencing tender procedures early 2014 and a report to Committee will be prepared for November 2013 requesting permission to commence tender procedures.	Maggie Bochel	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 item overdue)</u> if	<u>Report Expected (if known)</u>
9.	Housing and Environment 15.01.13	<u>Crematorium Bus Service</u> 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.	Service will commence on Monday 1 st 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. The service has now commenced. Officers will continue to monitor the service and will, as advised, report back to Committee in January 2014.	Maggie Bochel	21.01.14	21.01.14
10.	Enterprise, Planning and Infrastructure 22.01.13 (article 18)	<u>Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development</u> The Committee agreed for officers in Planning and Sustainable Development to consult on proposals to amend the commuted	The Committee at its meeting on 21 st 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	Maggie Bochel	13.03.14	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 item overdue)</u> if	<u>Report Expected (if known)</u>
		<p>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>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 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>At the meeting on 12th November 2013, the Committee agreed to (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</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 item overdue) if</u>	<u>Report Expected (if known)</u>
11.	Enterprise, Planning 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>Housing and Legal to incorporate target prices for affordable units to be incorporated within legal agreements and monitor the effects of this approach.</p> <p>(c) Report back to this Committee March 2014 with an up-date on progress of recommendation (b) and responses to comments from recommendation (a).</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</p>	Hugh Murdoch	21.05.13	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 item overdue)</u> if	<u>Report Expected (if known)</u>
12.	Enterprise, Planning 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 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>	<p>be to January meeting but more likely March 2014.</p> <p>The AREG Business Plan will be finalised for reporting to the November meeting.</p> <p>(A report is included on the agenda – Remove Item from the Statement?)</p>	Maggie Bochel	29.08.13	21.01.14
13.	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</p>	<p>Further to the information bulletin update provided to Committee in May 2013, a report on the new 2014/2015 International Trade Plan will be</p>	Gordon McIntosh	19.03.13	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 item overdue)</u> if	<u>Report Expected (if known)</u>
		relation to the 2012 International Trade Plan Survey.	submitted to the January 2014 Committee, which will include an analysis of the last iteration of the International Trade Survey. This report would be accompanied by a presentation from a member of the Business Growth team. A presentation will be made by Nicolas Ellison, Senior International Trade and Investment Executive to Committee on 21.01.14. (Remove Item from the Statement?)			
14.	Enterprise, Planning and Infrastructure 19.03.13 (article 25)	<u>SUMP (Sustainable Urban Mobility Plan)</u> 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		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 item overdue)</u> if	<u>Report Expected (if known)</u>
		Options 1-3 and report the results of this consultation back to Committee in due course.				
15.	Enterprise, Planning and Infrastructure 21.05.13 (article 14)	<u>Electric Vehicle Charging</u> The Committee agreed to make electric vehicle charging free to the public, initially until the end of 2014, and to review this position in March 2014, when usage and costs to date will be reported back to the Committee.		Maggie Bochel	13.03.14	03.06.14
16.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 17)	<u>Flood Risk Management</u> 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.	(A report is included on the agenda – Remove Item from the Statement?)	Hugh Murdoch		
17.	Enterprise, Strategic	<u>Market Street/Guild Street Junction</u>		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 item overdue) if</u>	<u>Report Expected (if known)</u>
	Planning and Infrastructure 29.08.13 (article 23)	(i) in relation to the Aberdeen City Council (Market Street/Guild 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 twelve months' time and report back to the Committee.				
18.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 27)	Speed Survey A944 to B9119 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	

<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 item overdue)</u> if	<u>Report Expected (if known)</u>
19.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 27)	<p><u>Extension of 30mph Speed limit on A93 to Old Ferry Road and 153 North Deeside Road</u></p> <p>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.</p>	The extension of this 30mph speed limit is about to go out to Initial Statutory for the required Traffic Regulation order and the results will be presented to the March 2014 Committee.	Hugh Murdoch	21.01.14	13.03.14
20.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 28)	<p><u>Area Around Hill of Rubislaw – Parking Review</u></p> <p>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</p>	Limit Officers are currently in discussions with the companies within the Hill of Rubislaw office complex. Priority Parking is one of a number of options that are currently being looked at and its expected that this further report will be submitted to the June 2014 Committee.	Hugh Murdoch	21.01.14	03.06.13

<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 item overdue)</u> if	<u>Report Expected (if known)</u>
21.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 9)	C127 Blacktop Road – Flashing Speed Limit Signs 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).	Officers are currently looking at the installation of VMS signs on this route, however it is proving difficult due to the widths of verge on the approach to some of the corners. Further investigation work is planned and this report is due back to the March 2014 Committee.	Hugh Murdoch	21.01.14	13.03.14
22.	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	
23.	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	Reporting back to the Committee depends on whether funding is made available through the annual budget process.	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 item overdue)</u> if	<u>Report Expected (if known)</u>
		<p>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;</p> <p>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</p> <p>4. to instruct officers to monitor the take up on this provision and to report back to the committee at a future date.</p>				

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24.	Council 21.08.13	<p><u>Governance Arrangements for Arms Length External Organisations</u></p> <p>The Council agreed to instruct officers to report to the relevant committees on arms length external organisations.</p>	(A report is included on the agenda – <i>Remove Item from the Statement?</i>)	Acting Director of Corporate Governance	12.11.13	21.01.14
25.	Enterprise, Strategic Planning and Infrastructure 12.11.13 (article 4)	<p><u>Review of Parking Charges</u></p> <p>The Committee agreed to 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 (1) 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). (2) Establish the process and cost implications for a pay &</p>		Hugh Murdoch	May 2015	

<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 item overdue)</u> if	<u>Report Expected (if known)</u>
		display scheme to roll out across the City as 'phase 2' of EBPC.				
26.	Enterprise, Strategic Planning and Infrastructure 12.11.13 (article 18)	<u>Park and Ride Sites</u> The Committee agreed that a report be submitted to a future meeting on the use of Park and Ride sites as a safe pick-up and drop-off point for private companies operating buses to transport their employees to their place of employment.		Hugh Murdoch	13.03.14	
27.	Enterprise, Strategic Planning and Infrastructure 12.11.13 (article 32)	<u>Galas and Festive Community Grants</u> The Committee agreed that officers identify an appropriate Council service to support the delivery of Galas and Festive Community Grants and report back to the Committee in this regard.		Maggie Bochel	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 item overdue)</u> if	<u>Report Expected (if known)</u>
28.	Council 18.12.13	<p><u>Sistema Scotland and Aberdeen - Report by Chief Executive</u></p> <p>It was agreed that a subsequent report be brought to Council, which would include the business plan, financial costings, asset and other implications; and thereafter reports be submitted to the Education, Culture and Sport, Enterprise, Strategic Planning and Infrastructure, Housing and Environment and Social Care, Wellbeing and Safety Committees, to ensure that the introduction of a "Big Noise" Centre in the city, its principles and experience could be integrated in other aspects of the Council's work</p>		Maggie Bochel		

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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 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 have to wait until 2019. Immediate improvements would allow the long awaited regeneration of Middlefield to begin.”</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> <p>At the meeting on 12th November 2013, the Committee agreed that officers be instructed to invite a response to the previous letter submitted to the Transport Minister.</p>	Planning & Sustainable Development	22.01.13	No
2.	<p><u>Notice of Motion by Councillor Greig</u></p> <p>“That the Council recognises and</p>	22.01.13	<p><u>Enterprise, Planning and Infrastructure 19.03.13</u></p> <p>The Committee agreed that officers be instructed</p>	<p>A report will be submitted to the August meeting.</p> <p>At the meeting on 12th November 2013 the</p>	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>
	<p>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.</p> <p>That this Council undertakes a broad-ranging review to identify specific ways that the Council and its partners can work together to support and foster micro, small and medium sized business activity.</p> <p>To this end, that the Council carries out a consultation exercise to enable micro, small and medium sized business people to have their say in identifying specific suggestions and proposals; and that a report is produced with recommendations for action."</p>		<p>to submit a report on the terms of the motion to the next meeting of the Committee.</p>	<p>Committee agreed that officers be instructed to submit a report to the next meeting of the Committee.</p> <p><i>(Will there be a report submitted to the January 2014 meeting?)</i></p>			

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
3.	<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 be given advance notice.”</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> <p>Will there be a report submitted to the January 2014 meeting?)</p>	Planning & Sustainable Development	21.01.14	No
4.	<p><u>Notice of Motion by Councillor Malone</u></p> <p>“With reference to the petition received from 108 residents expressing their dismay at the poor condition of Earlsparke Drive Bieldside: Request that</p>		<p><u>Enterprise, Strategic Planning and Infrastructure 12.11.13</u></p> <p>The Committee agreed to instruct officers to refer this to the budget process</p>		Asset Management and Operations		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>
	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.”						

Exempt information as described in paragraph(s) 6 of Schedule 7A of the Local Government (Scotland) Act 1973.

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