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

Town House,
ABERDEEN 05 March 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 **THURSDAY, 13 MARCH 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 AND REFERRALS

3.1 Minute of Previous Meeting of 21 January 2014 (Pages 1 - 18)

3.2 Internal Audit and Risk Assessment Plan 2014/15 - Referred from Audit and Risk Committee - Report Recommendations were Approved at Audit and Risk Committee (Pages 19 - 50)

4 **MOTIONS**

4.1 Notice of Motion by Councillors Boulton and Delaney - Hazlehead to Westhill Road (A944) Pedestrian Crossings and Suitable Bus Laybys

“Instruct officers to provide a report to the next Enterprise, Strategic Planning and Infrastructure meeting including the financial implications on the most efficient way to progress pedestrian crossings and suitable bus laybys on the Hazlehead to Westhill Road, the A944 in the vicinity of the residential area by Kingswells Church and the Five Mile Garage”.

5 **FINANCE**

5.1 2013-14 Revenue Budget Monitoring (Pages 51 - 62)

5.2 Capital Monitoring - Enterprise, Planning and Infrastructure Projects (Pages 63 - 68)

6 **ENTERPRISE**

6.1 Twinning and International Partnerships (Pages 69 - 74)

6.2 The Scottish Cities Alliance - Delivering Scotland's Cities Strategy (Pages 75 - 80)

7 **PLANNING AND SUSTAINABLE DEVELOPMENT**

7.1 Roads and Transport Related Capital Budget Programme 2014-2015 (Pages 81 - 102)

Please note that an appendix relating to this report is included in the private section of this agenda at item 10.1.

7.2 Countesswells Development Framework and Phase 1 Masterplan (Pages 103 - 128)

7.3 Strategic and Local Transportation Projects (Pages 129 - 172)

7.4 Newhills Expansion Area Development Framework (Pages 173 - 210)

7.5 Supplementary Guidance - Serviced Apartments (Pages 211 - 226)

7.6 Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Developments (Pages 227 - 232)

- 7.7 Sponsorship of Roundabouts (Pages 233 - 236)
- 7.8 High Hedges Scotland Act 2013 Application Fees (Pages 237 - 248)
- 7.9 Bus Lane Enforcement Expenditure - Replacement Report (Pages 249 - 270)

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 271 - 302)
- 8.2 Various Small Scale Traffic Management and Development Associated Proposals (Initial Statutory Consultation from January 2014 Committee) (Pages 303 - 308)

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

- 8.3 Various Small Scale Traffic Management and Development Associated proposals - Final Stage (From November 2013 Committee) (Pages 309 - 334)
- 8.4 The Aberdeen City Council (Disabled Persons Parking Places in Aberdeen City Centre) (Regulatory Parking Places) Order - Final Stage of Statutory Process (Pages 335 - 338)

OTHER INFRASTRUCTURE, ROADS AND PARKING ISSUES

- 8.5 Driveway Application - 53 Tollohill Drive, Kincorth (Pages 339 - 346)
- 8.6 Festive Lighting

9 **COMMITTEE BUSINESS STATEMENT AND MOTIONS LIST**

- 9.1 Committee Business Statement (Pages 347 - 368)
- 9.2 Motions List (Pages 369 - 372)

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

- 10.1 Roads and Transport Related Capital Budget Programme 2014-15
(Appendix relating to item 7.1 on the agenda) (Pages 373 - 388)
- 10.2 AWPR Advance Works and Services (Pages 389 - 394)

Website Address: www.aberdeency.gov.uk

Should you require any further information about this agenda, please contact Mark Masson, tel. 522989 or email mmasson@aberdeency.gov.uk

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

ABERDEEN, 21 JANUARY 2014. Minute of Meeting of the ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE COMMITTEE. Present:- 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.

Also in attendance:- Councillors Cormie and Jennifer Stewart (for article 6).

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

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=140&MId=2898&Ver=4>

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

ANNOUNCEMENT BY THE CONVENER AND ORDER OF AGENDA

1. In terms of Standing Order 36(17) the Convener advised that the Housing and Environment Committee had referred to this Committee an item relating to the Review of Parking Charges and proposed that it be considered at item 3.2 on the agenda (article 4 of this minute refers).

In terms of Standing Order 32(1) the Convener advised that Councillors Cormie and Jennifer Stewart had intimated that they would like to address the meeting in relation to agenda item 7.1 (Flood Risk Management Scotland Act 2009 – Progress report), and in this regard, he proposed that this item would be considered after item 4.1 on the agenda (article 6 of this minute refers).

The Committee resolved:-
to concur with the proposals.

DETERMINATION OF EXEMPT ITEMS OF BUSINESS

2. 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 article 35 so as to avoid disclosure of exempt information of the class described in paragraph 6 of Schedule 7(A) to the Act.

MINUTE OF PREVIOUS MEETING OF 12 NOVEMBER 2013

3. The Committee had before it the minute of its previous meeting of 12 November, 2013.

The Committee resolved:-
to approve the minute.

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REVIEW OF PARKING CHARGES – REFERRAL FROM THE HOUSING AND ENVIRONMENT COMMITTEE OF 14 JANUARY 2014

4. With reference to article 4 of the minute of the previous meeting of 12 November 2013, the Committee had before it by way of referral, a minute extract from the Housing and Environment Committee of 14th January, 2014 relating to the Review of Parking Charges which had been previously referred by this Committee to the Housing and Environment Committee.

The Housing and Environment Committee had resolved:-

to recommend to the Enterprise, Planning and Infrastructure Service that they manage all parking across the city, and if agreed, to request that a report be submitted to this Committee in twelve months providing an update on how the service was operating.

The Committee resolved:-

to instruct the Director to report to the Committee on the proposal that the Enterprise, Planning and Infrastructure Service manage all parking across the city.

MOTION BY COUNCILLOR GREIG – SMALL AND MEDIUM ENTERPRISES – EPI/13/247

5. With reference to article 6 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 provided information relating to the support offered to small and medium enterprises.

The report recommended:-

that the Committee –

- (a) note the recent and current work carried out by the Business Growth team in support of Small and Medium Enterprises; and
- (b) approve the proposed outline plans to continue to support Small and Medium Enterprises in a range of ways, including with partner organisations.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) to thank the Director and the relevant officers for the work undertaken in relation to the report.

FLOOD RISK MANAGEMENT SCOTLAND ACT 2009 – EPI/13/245

6. With reference to article 17 of the minute of meeting of 29th August 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided an update on the progress with the Flood Risk Management Plan and the Integrated Catchment Study in terms of the specific flood protection and drainage initiatives identified for the city.

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The Convener advised that recommendation 2.6 in the report had been withdrawn.

The Committee heard from Councillor Cormie as ward member who welcomed the proposals outlined with the report, however he indicated that he had concerns that the scheme would not prevent problems persistently experienced in the Denburn, specifically the debris and raw sewage blockages to the two hakes at Jacks Brae/Mackie Place. He requested that action be taken to address the problem.

The Committee then heard from Councillor Jennifer Stewart as ward member in relation to the proposals outlined within the report for a detention pond in the Stronsay/Kingsgate area, who indicated her support for this course of action and requested that fencing and signage be put in place around the area concerned to alert the public. Councillor Stewart also asked officer to look at upgrading the footpath in this area which was in a poor condition and suggested that consideration be given to installing warning signs in the Woodend area near the old Roman Bridge.

The report recommended:-

that the Committee –

- (a) note the content of the report;
- (b) note that ultimate responsibility for avoiding or managing flood risk still lies with land and property owners;
- (c) note the key outputs which underpin the approach to Flood Risk Management;
- (d) note that local authorities and Scottish Water have a joint responsibility for surface water drainage which can be difficult to unravel; and
- (e) approve the proposed flood protection scheme for the Denburn.

The Committee resolved:-

- (i) to approve the recommendations;
- (ii) to instruct officers to write to Scottish Water expressing the Committee's concerns in relation to the recurring sewage and debris blockages to the Denburn hakes near Jacks Brae/Mackie Place and to seek an early response in this regard;
- (iii) that officers produce a single sheet guide for all elected members providing appropriate contact details to report potential flooding issues; and
- (iv) to indicate its support for the establishment of an additional Engineer post to assist with flooding and drainage duties.

2013-14 REVENUE BUDGET MONITORING – EPI/13/262

7. 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 -

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- (a) note the 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; and
- (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.

CAPITAL MONITORING - ENTERPRISE, PLANNING AND INFRASTRUCTURE PROJECTS - EPI/13/147

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.

ARMS LENGTH EXTERNAL ORGANISATIONS - GOVERNANCE ARRANGEMENTS – CG/14/009

9. The Committee had before it a report by the Director of Corporate Governance which provided details on the arrangements that the Council proposes to be put in place to design a positive framework of governance with Arm's Length External Organisations. The report also described within the framework the roles and responsibilities for Service Committees and the Audit and Risk Committee.

Committee members had received a presentation from the Director of Corporate Governance on the proposed arrangements, prior to the meeting.

The report recommended:-

that the Committee note the arrangements for scrutiny of the Arm's Length External Organisations 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.

The Committee resolved:-

to approve the recommendation.

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2012 INTERNATIONAL TRADE PLAN SURVEY - PRESENTATION

10. The Committee received a presentation from Nicolas Ellison, Senior Officer, International Trade and Investment in relation to the 2012/2013 Export Survey Results.

Mr Ellison (a) advised that an initial survey was issued electronically to over 2,000 business contacts and generated 105 valid answers which was a very low response rate; (b) explained that a second round of surveys had been conducted by telephone; (c) outlined the results of the current international and target markets; (d) indicated that the results would be used to inform the proposed 2014/2015 International Trade Plan; (e) intimated that there has been discussion with partners to establish a North East Export Forum with 100 Top Exporters; and (f) advised that additional considerations to ensure higher response rates would be used in future.

The Committee resolved:-

to note and thank Nicolas Ellison for the presentation.

DRAFT INTERNATIONAL TRADE PLAN 2014/2015 – EPI/13/248

11. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval for the Council's planned international trade development activities for 2014/15, 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 recommended:-

that the Committee -

- (a) approve the report and the activities described therein, 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; and
- (c) receive a bulletin report on each international event undertaken in the plan.

The Committee resolved:-

to approve the recommendations.

KIMO MEMBERSHIP REVIEW – EPI/13/263

12. With reference to article 15 of the minute of meeting of the 29 August 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided information in relation to the membership of Kommunenes Internasjonale Miljøorganisasjon (KIMO) (Local Authorities International Environmental Organisation).

The report recommended:-

that the Committee agree to cease membership of KIMO.

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The Committee resolved:-

- (i) to agree to continue membership of KIMO; and
- (ii) to review the decision in twelve months' time.

PROPOSAL FOR THE SIGNING OF A MEMORANDUM OF UNDERSTANDING BETWEEN ABERDEEN AND MOKPO, SOUTH KOREA – EPI/13/260

13. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined a proposal for the signing of a Memorandum of Understanding between Aberdeen and Mokpo, South Korea.

The report recommended:-

that the 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 (e.g. 2014 in Aberdeen; 2015 in Mokpo etc); and
- (b) request officers to report annually to Committee on outcomes achieved as a result of the Memorandum of Understanding.

The Committee resolved:-

to approve the recommendations.

OFFSHORE NORTHERN SEAS 2014 FESTIVAL, STAVANGER, NORWAY – EPI/13/250

14. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined a proposal for the Council's involvement in the Offshore Northern Seas Festival on 25-27 August 2014 in Stavanger, Norway.

The report recommended:-

that the Committee –

- (a) note the content of the report;
- (b) approve the Council's involvement in the Offshore Northern Seas Festival in 2014 and commit existing funding of £20,000 from the Economic and Business Development Budget;
- (c) approve the proposed direction for the promotion of Aberdeen at Offshore Northern Seas in 2014; and
- (d) 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.

The Committee resolved:-

to approve the recommendations.

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TWINNING AND INTERNATIONAL PARTNERSHIPS - EPI/13/255

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

The report recommended:-

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

- (a) £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;
- (b) £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; and
- (c) £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.

The Committee resolved:-

to approve the recommendations.

ROUTES EUROPE ABERDEEN 2014 - EPI/13/251

16. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the Council’s support of Routes Europe which is to be held in Aberdeen City and Shire on 12-14 April 2015 and detailed the actions the stakeholder group were required to support and deliver in advance of the event.

The report recommended:-

that the Committee –

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

The Committee resolved:-

to approve the recommendations.

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MANAGEMENT OF EVENTS IN ABERDEEN PARKS AND OPEN SPACES - EPI/13/186

17. With reference to article 20 of the minute of meeting of 11 September 2012, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure relating to the management of events within Council owned parks and open spaces.

The report recommended:-

that the Committee -

- (a) note the current arrangements in place within City Events to manage Aberdeen's parks and open spaces;
- (b) 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; and
- (c) 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.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) to note that, in determining whether charges would apply to Friends Groups of Parks, it was at the Council's discretion and that the appropriate decision making mechanism would be followed.

ABERDEEN CITY HYDROGEN ENERGY STORAGE - EPI/13/266

18. With reference to article 14 of the minute of the previous meeting of 12 November 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought 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 Aberdeen Western Peripheral Route.

The report recommended:-

that the Committee –

- (a) approve the request to confirm match funding of £1,136,500 from the year marked reserve identified for regeneration of the south of the City. This reserve currently stands at £1.35 million; and
- (b) approve the request to sign the Charter on HighVloCity.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) that any contribution received from Scottish Enterprise be put back to the identified reserve for regeneration south of the city.

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ENERGY CITIES ANNUAL RENDEZVOUS 2014 AND 2015 AND NORTH SEA COMMISSION CONFERENCE - EPI/14/001

19. With reference to article 13 of the minute of meeting of 21st May 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval for the attendance of elected members and officers at the European World Energy Cities Annual Conference on 4-5 April 2014, in Esbjerg, Denmark, the Energy Cities Annual Rendezvous on 23-25 April 2014, in Riga, Latvia and the North Sea Commission 25th Anniversary Conference in Aalborg on 12-14 March 2014.

The report recommended:-

that the Committee -

- (a) approve the travel and visit of the Lord Provost and three officers to attend the Mayors Meeting in Esbjerg, South Denmark which is organised by World Energy Cities;
- (b) approve 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;
- (c) approve the request to nominate Aberdeen City Council Leader to the Executive Committee of Energy Cities;
- (d) note the success of Aberdeen City Council in its bid to host the Annual Rendezvous in the city in 2015; and
- (e) approve the travel for two Officers and Council Leader to Aalborg for the North Sea Commission Conference.

The Committee resolved:-

to approve the recommendations.

ABERDEEN LOCAL DEVELOPMENT PLAN – DEVELOPMENT PLAN SCHEME 2014 – EPI/13/219

20. With reference to article 17 of the minute of meeting of 22 January 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which presented the second Development Plan Scheme for the next Aberdeen Local Development Plan and set out a detailed timetable and programme for the preparation and adoption of the plan.

The report recommended:-

that the Committee -

- (a) approve the adoption of the Local Development Plan Scheme, its publication (including electronically) and sending it to Scottish Ministers; and
- (b) inform the key agencies and consultees.

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The Committee resolved:-

to approve the recommendations.

SUPPLEMENTARY GUIDANCE – LOW AND ZERO CARBON BUILDINGS – EPI/13/257

21. With reference to article 20 of the minute of meeting of 29 August 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval of Supplementary Guidance for Low and Zero Carbon Buildings for adoption as Supplementary Guidance to the Local Development Plan.

The report recommended:-

that the Committee approve the Supplementary Guidance for Low and Zero Carbon Buildings and agree that officers undertake the statutory process for adoption of supplementary guidance.

The Committee resolved:-

to approve the recommendation.

SUPPLEMENTARY GUIDANCE – INFRASTRUCTURE AND DEVELOPER CONTRIBUTIONS MANUAL – EPI/13/258

22. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which sought approval of Supplementary Guidance for Infrastructure and Developer Contributions for public consultation.

The report recommended:-

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

The Committee resolved:-

- (i) to approve the recommendation; and
- (ii) to note that a presentation would be delivered at a future meeting of the Committee in relation to community facility developer contributions.

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

23. With reference to article 22 of the minute of the previous meeting of 12 November 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the results of a public consultation exercise undertaken for the Persley Den (Woodside) Masterplan Supplementary Guidance.

The report recommended:-

that the Committee -

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- (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; and
- (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:-
 - Confirmation Scottish Environment Protection Agency is satisfied with the findings of the finalised Flood Risk Assessment; and
 - Confirmation Aberdeen City Council Planning Authority is satisfied that the development would be served by adequate public transport provision.

The Committee resolved:-

to approve the recommendations.

STRATEGIC AND LOCAL TRANSPORTATION PROJECTS UPDATE REPORT – EPI/13/233

24. With reference to article 19 of the minute of meeting of 29 August 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided details of the progress to date of various strategic and local transportation projects within Aberdeen City and wider area.

The report recommended:-

that the Committee –

- (a) note the contents of the 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.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) that in terms of the decision by Nestrans to remove the Westhill to Aberdeen Cycle Route improvements from the project, to note that if a solution to the drainage problems was to be found, officers would request that Nestrans reinstate the route improvements to the project

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PLANNING PERFORMANCE FRAMEWORK 2012-2013 – EPI/13/269

25. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided feedback from the Scottish Government in relation to the second annual Planning Performance Framework covering the period April 2012, to March 2013.

The report recommended:-

that the Committee note the findings of the report and delegate authority to officers to take appropriate actions to address the issues raised.

The Committee resolved:-

to approve the recommendation.

COMMUNICATIONS STRATEGY FOR THE THIRD DON CROSSING – EPI/14/002

26. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which outlined the Communication Strategy that sought to ensure that elected members, frontagers, local communities and public services were kept apprised of construction activities that may impact upon them.

The report recommended:-

to approve the communications strategy outlined within the report.

The Committee resolved:-

to approve the recommendation subject to the following additions to the strategy:-

- (1) paragraph 4.2(d) that an up to date programme of works shall be made available for members of the public to view in the local Council offices throughout the city; and
- (2) paragraph 4.2(g) that the Director of Enterprise, Planning and Infrastructure, in consultation with the Vice Convener, shall issue where appropriate regular updates recording progress on the bridge.

VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (NEW WORKS) - EPI/13/237

27. 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.

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

- Proposals to be funded from Cycling, Walking and Safer Streets budget - Palmerston Road/Stell Road and Taxi Rank;
Kittybrewster Access Road;
Seafield Court;
Margaret Street;
Souterhead Road;
Lewis Road.
- Proposals to be funded from CARE North (Carbon Responsible Transport for the North Sea Region) budget –
Various Car Club spaces (15 spaces)
- Proposals to be funded from the Disabled Parking Revenue budget -
Various On-Street Parking (2 spaces);
Various Off-Street Parking (7 spaces).

The report recommended:-

that the Committee -

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

VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (INITIAL STATUTORY FROM NOVEMBER 2013 COMMITTEE)

28. This item had been included on the agenda in error. The report included in the papers related to the report circulated at item 8.4 (article 30 below)..

THE BUSH, PETERCULTER, ABERDEEN – PROHIBITION OF DRIVING ORDER – FINAL STAGE OF STATUTORY PROCESS REVISED - EPI/13/240

29. With reference to article 23 of the minute of meeting of 22 January 2013, the Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which advised that the main statutory advertisement period was now over in respect of the Prohibition of Driving Order relating to The Bush, Peterculter, Aberdeen and presented the objections (where relevant) in each case.

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The report recommended:-

that the Committee approve the order and that the order shall be made and implemented accordingly.

The Committee resolved:-

to approve the recommendation.

VARIOUS SMALL SCALE TRAFFIC MANAGEMENT AND DEVELOPMENT ASSOCIATED PROPOSALS (INITIAL STATUTORY AND FINAL STAGE OF STATUTORY PROCESS) (FROM AUGUST 2013 COMMITTEE) - EPI/13/235

30. 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 19 traffic orders and presented the objections which had been received where relevant in each case:-

- (1) The Aberdeen City Council (Beechgrove Place, Aberdeen) (Prohibition of Waiting) Order;
- (2) The Aberdeen City Council (Froghall Terrace, Aberdeen) (Prohibition of Waiting) Order;
- (3) The Aberdeen City Council (Hardgate, Aberdeen) (Prohibition of Waiting) Order;
- (4) The Aberdeen City Council (Marquis Road/Western Road, Aberdeen) (Prohibition of Waiting) Order;
- (5) The Aberdeen City Council (Frederick Street, Aberdeen) (Traffic Management) Order;
- (6) The Aberdeen City Council (East North Street, Aberdeen) (Prohibition of Stopping) Order;
- (7) The Aberdeen City Council (Powis Place, Aberdeen) (On-Street Parking Places and Revocation of Prohibition of Waiting) Order;
- (8) The Aberdeen City Council (Ardaroch Road, Aberdeen) (Revocation of Prohibition of Waiting) Order;
- (9) The Aberdeen City Council (Ashgrove Road) (Revocation of Prohibition of Waiting) Order;
- (10) The Aberdeen City Council (Berryden Mills, Aberdeen) (Prohibition of Waiting) Order;
- (11) The Aberdeen City Council (Binghill Crescent, Aberdeen) (Prohibition of Waiting) Order;
- (12) The Aberdeen City Council (Davidson Drive, Aberdeen) (Revocation of Prohibition of Waiting) Order;
- (13) The Aberdeen City Council (Esplanade, Aberdeen) (Limited Waiting On-Street Parking Places) Order;
- (14) The Aberdeen City Council (Golden Square, Aberdeen) (Loading Area) Order;
- (15) The Aberdeen City Council (Strathmore Drive, Aberdeen) (Prohibition of Waiting) Order;

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- (16) The Aberdeen City Council (Access Road Linking Hazledene Road to Countesswells Road, Aberdeen) (Prohibition of Driving) Order;
- (17) The Aberdeen City Council (Access Road Serving Marischal Court and Virginia Court, Aberdeen) (Prohibition of Waiting) Order;
- (18) The Aberdeen City Council (Stewart Park Place, Aberdeen) (Prohibition of Waiting) Order; and
- (19) The Aberdeen City Council (Disabled Persons Parking Places in Aberdeen) (Regulatory Parking Places) (No 5) Order.

The report recommended:-

that the Committee approve the orders that did not attract objections and that all the orders be made and implemented accordingly.

The Committee resolved:-

to approve the recommendation.

DYCE SHUTTLE BUS - EPI/13/265

31. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided information on the progress (by Planning and 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 2013-14.

The report recommended:-

that the Committee -

- (a) note that tenders would be invited (by Planning and 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; and
- (b) give 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).

The Committee resolved:-

to approve the recommendations.

DRIVEWAY APPLICATION APPEAL – 12 BERVIE BROW, COVE, ABERDEEN

32. The Committee had before it a report by the Director of Enterprise, Planning and Infrastructure which provided details of the appeal against officers' decision to refuse the application to form a driveway at 12 Bervie Brow, Cove, Aberdeen.

The report recommended:-

that the Committee rejects the application for a driveway at 12 Bervie Brow, Cove, Aberdeen due to the proposed access being taken from a public parking area, which is

ENTERPRISE, PLANNING AND INFRASTRUCTURE COMMITTEE

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against the approved policy for driveways, and the allowing of said driveway would be detrimental to the general parking provision for the area.

The Committee resolved:-

to approve the application for a driveway at 12 Bervie Brow, Cove, subject to agreement with the applicant that he meet the costs of reinstating the front garden should he vacate the property.

COMMITTEE BUSINESS STATEMENT

33. 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) in relation to item 7 (Extension of Pay by Phone Parking) that officers be instructed to submit a report to the next meeting of the Committee;
- (ii) to delete item 12 (Aberdeen Renewable Energy Group), item 13 (2012 International Trade Plan Survey – Presentation), item 16 (Flood Risk Management), and item 24 (Governance Arrangements for Arms Length External Organisations) from the statement.

MOTIONS LIST

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

The Committee resolved:-

to delete item 2 (Notice of Motion by Councillor Greig – Small and Medium Enterprises) from the list.

In accordance with the decision recorded under article 2 of this minute, the following item of business was considered with the press and public excluded.

ABERDEEN CITY COUNCIL'S APPROACH TO RENEWABLE ENERGY AND THE ABERDEEN RENEWABLE ENERGY GROUP – EPI/13/159

35. With reference to article 31 of the minute of meeting of 22 January 2013, the Committee had before it for consideration a report by the Director of Enterprise, Planning and Infrastructure which outlined the Council's approach to renewable energy along with its priority activities. In particular, the report considered the role of Aberdeen Renewable Energy Group (AREG).

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The report recommended:-

that the Committee -

- (a) note the content of the report;
- (b) note that funding for AREG of £200,000 for the 2013/2014 financial year was approved by Enterprise, Planning and Infrastructure Committee at its meeting of 22 January 2013;
- (c) approve that funding to AREG will cease after the end of the 2013/2014 period and any future assistance with Aberdeen City Council provides for AREG will be set down within a Service Level Agreement;
- (d) instruct officers to put in place the processes to return Council staff currently on secondment to AREG, to their substantive posts. These officers will undertake renewable energy related programmes and projects with Aberdeen City Council as part of the Enterprise, Planning and Infrastructure of the £200k per annum budget;
- (e) agree that AREG continues to operate as a membership organisation with AREG Board being responsible for overseeing and contributing to the development of membership services;
- (f) instruct officers to work with legal advisers to ensure that the necessary governance arrangements are put in place to effect the change in relationship between AREG and Aberdeen City Council; and
- (g) agree that Aberdeen City Council exit from the East Coast Renewables Group.

The Committee resolved:-

to approve the recommendations.

COUNCILLOR BARNEY CROCKETT, Convener.

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ABERDEEN CITY COUNCIL

COMMITTEE	Audit and Risk
DATE	27 February 2014
DIRECTOR	Angela Scott
TITLE OF REPORT	Internal Audit Plan 2014/15
REPORT NUMBER:	CG/14/32

1. PURPOSE OF REPORT

The purpose of this report is to set out the proposed Internal Audit Plan for 2014/15.

2. RECOMMENDATION(S)

that the Committee:–

- (a) agree the Internal Audit Plan 2014/15 as set out in the attached paper;
- (b) note that proposed dates for commencement and reporting for each review have been included in the Plan and instruct the Council's internal audit supplier, PriceWaterhouse Coopers, to confirm dates with auditees and confirm a detailed schedule to the next meeting of the Committee;
- (c) agree that, once agreed, the Internal Audit Plan be referred to each Service Committee for their information;
- (d) note that the Council's external auditors, Audit Scotland, have been consulted on the Internal Audit Plan and confirmed they will place reliance on internal audit's continuous controls testing of financial governance for the 2014/15 accounts;
- (e) agree to refer the Internal Audit Plan to the Council's Local Area Network for their information; and
- (b) agree that, once the Council's Shared Risk Assessment has been prepared and made available by the Local Area Network, that officers and Internal Audit review the Annual Internal Audit Plan to determine whether further review work is required.

3. FINANCIAL IMPLICATIONS

The Council has agreed a budget of £400,000 for Internal Audit in 2014/15. The attached Plan can be delivered from within this budgeted figure.

4. OTHER IMPLICATIONS

Officers in all Services are required to assist Internal Audit in the conduct of the agreed reviews and recommendations from reviews will often require staff and other resources to implement.

5. BACKGROUND/MAIN ISSUES

The proposed Internal Audit Annual Plan is presented for the consideration of the Audit and Risk Committee. Full details of the approach and specific context for the Plan are included within the attached report.

6. IMPACT

The overall impact of an effective Internal Audit function is to add value to and improve the Council's operations and to protect its assets, reputation and sustainability.

7. MANAGEMENT OF RISK

There are no identified material risks which would result from the approval of the recommendations in this report. The Plan has been prepared on a risk based approach and detailed reviews are included as mitigation of identified risks.

8. BACKGROUND PAPERS

5 Year Corporate Service Business Plan	-	ACC
Corporate Risk Register	-	ACC
Service Risk Registers	-	ACC
Internal Audit Charter	-	ACC
Internal Audit Methodology	-	PWC
Internal Audit Contract	-	ACC / PWC

9. REPORT AUTHOR DETAILS

Martin Murchie, Community Planning & Corporate Performance
Manager
mmurchie@aberdeencity.gov.uk
(01224) 522008

***Internal Audit Annual
Risk Assessment and
Plan
For the financial year
ended 31 March 2015***

Aberdeen City Council

11 February 2014

**DRAFT FOR AUDIT AND RISK
COMMITTEE DISCUSSION**

27 FEBRUARY 2014

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Distribution List

For action – Corporate Management Team

For Approval – Audit and Risk Committee

This document has been prepared only for Aberdeen City Council and solely for the purpose and on the terms agreed with Aberdeen City Council.

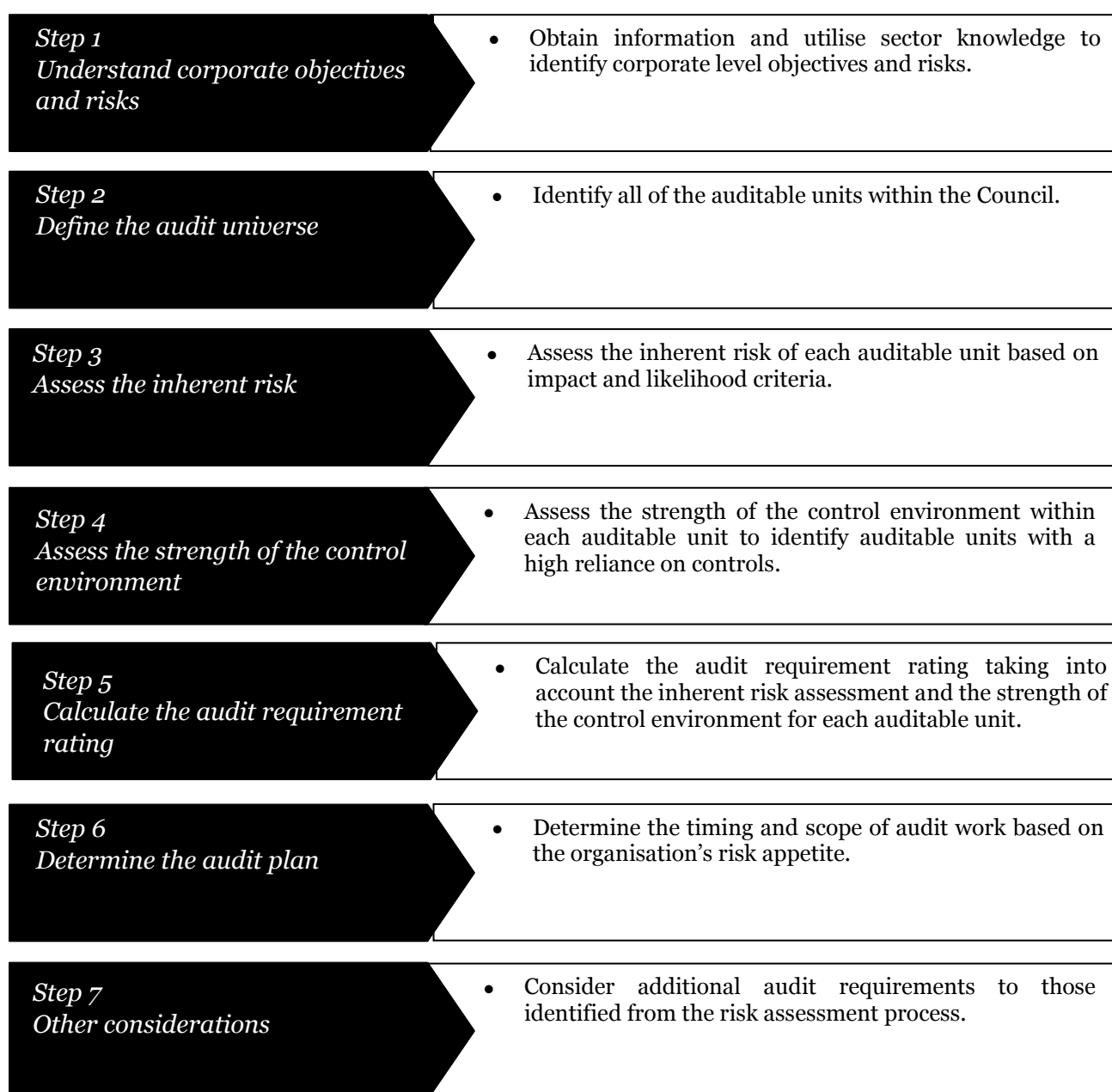
1. Introduction and approach

Introduction

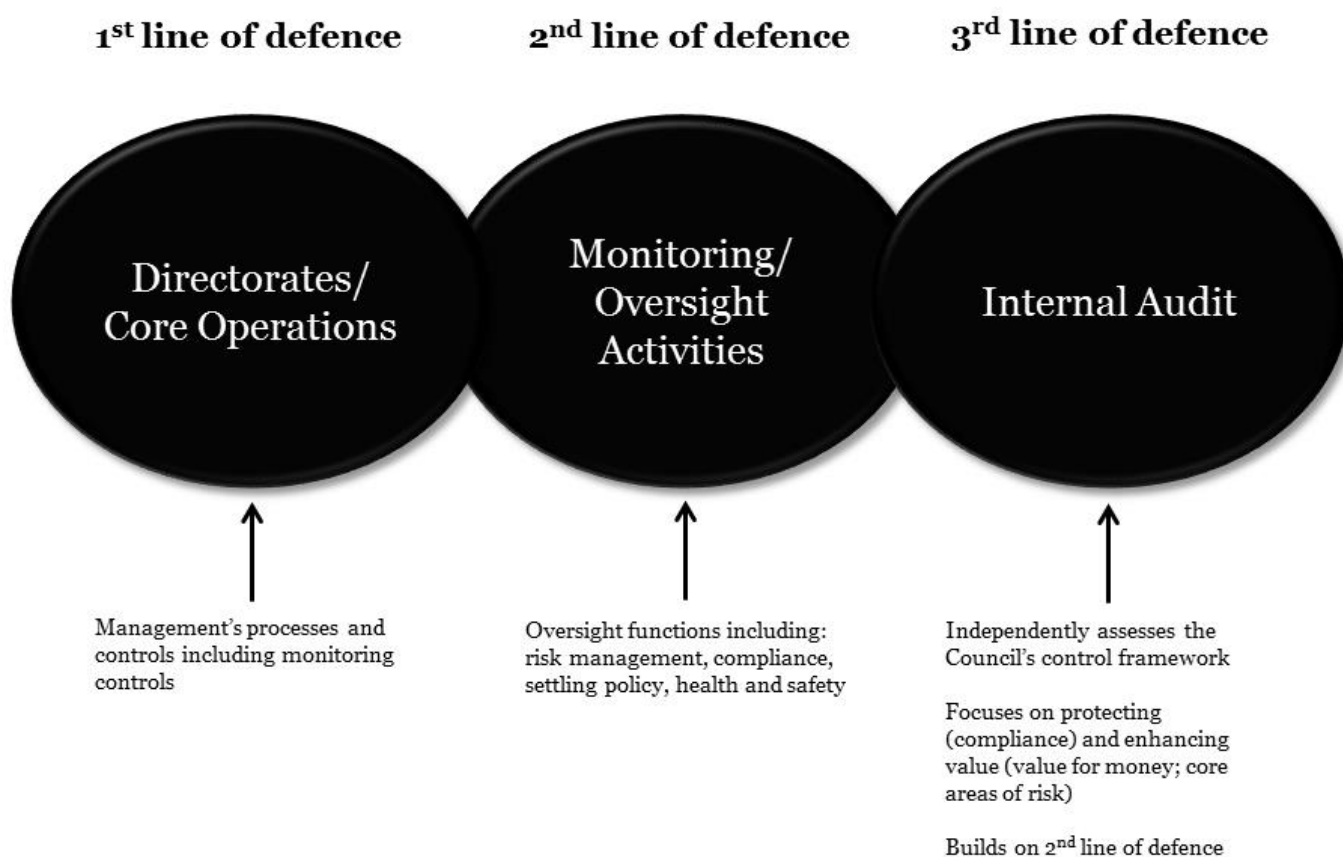
This document sets out the risk assessment and our internal audit plan for Aberdeen City Council.

Approach

The internal audit service will be delivered in accordance with the Internal Audit Charter. A summary of our approach to undertaking the risk assessment and preparing the internal audit plan is set out below. The internal audit plan is driven by Aberdeen City Council's organisational objectives and priorities, and the risks that may prevent Aberdeen City Council from meeting those objectives. A more detailed description of our approach can be found in Appendix 1 and 2.



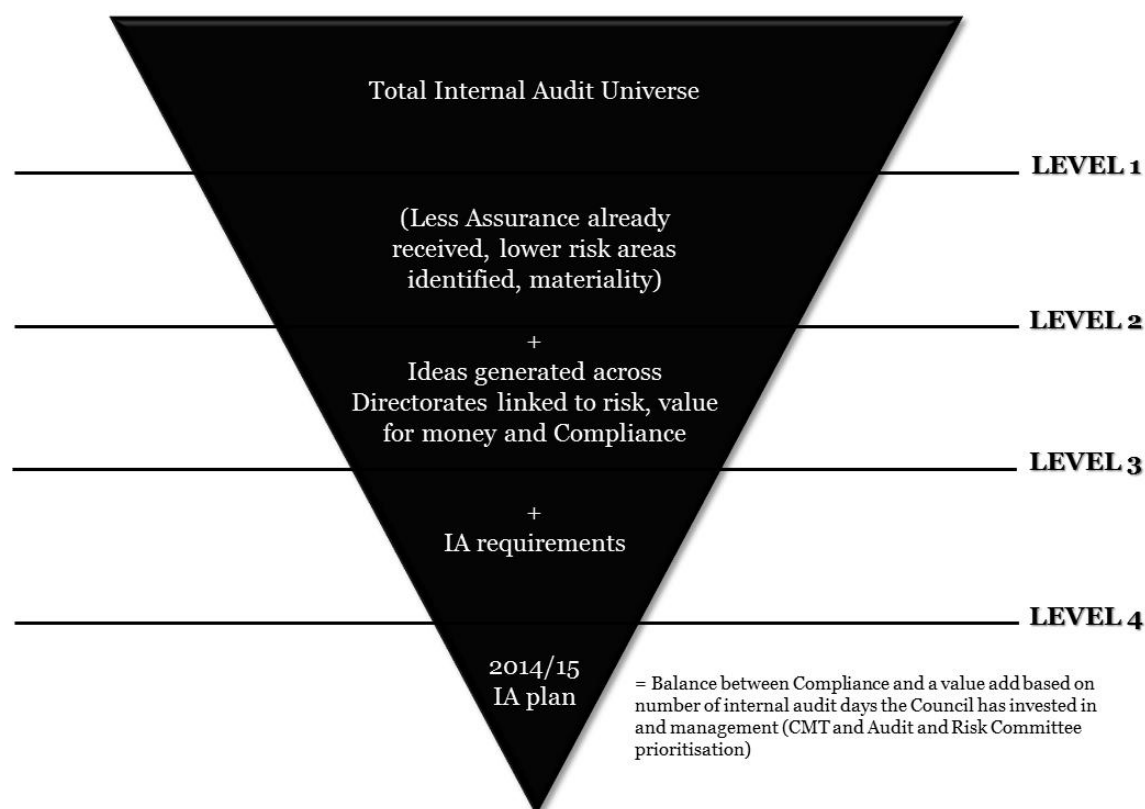
This approach takes into account the role of Internal Audit, as one of the Council's assurance providers from the 3rd line of defence:



Basis of our plan

In order to carry out the level of work that our risk assessment indicates is appropriate, we estimate that the resource requirement for Aberdeen City Council's internal audit service is **957**. Based on our risk assessment, this is the level of resource that we believe would be necessary to evaluate the effectiveness of risk management, control and governance processes. The level of agreed resources for the internal audit service for 1 April 2014 to 31 March 2015 is £400,000, and therefore the plan does not purport to address all key risks identified across the audit universe as part of the risk assessment process. Accordingly, the level of internal audit activity represents a deployment of limited internal audit resources and in approving the risk assessment and internal audit plan, the Audit and Risk Committee recognises this limitation.

Taking into account the above, the plan is drafted as follows:



Basis of our annual internal audit conclusion

Internal audit work will be performed in accordance with PwC's Internal Audit methodology which is aligned to the Public Sector Internal Audit Standards. As a result, our work and deliverables are not designed or intended to comply with the International Auditing and Assurance Standards Board (IAASB), International Framework for Assurance Engagements (IFAE) and International Standard on Assurance Engagements (ISAE) 3000.

Our annual internal audit opinion will be based on and limited to the internal audits we have completed over the year and the control objectives agreed for each individual internal audit. The agreed control objectives will be reported within our final individual internal audit reports.

In developing our internal audit risk assessment and plan we have taken into account the requirement to produce an annual internal audit opinion by determining the level of internal audit coverage over the audit universe and key risks. We do not believe that the level of agreed resources will impact adversely on the provision of the annual internal audit opinion.

Other sources of assurance

In developing our internal audit risk assessment and plan we have taken into account other sources of assurance and have considered the extent to which reliance can be placed upon these other sources.

The other sources of assurance for Aberdeen City Council include:

- External inspections such as those undertaken by the Care Inspectorate, Child Protection Inspection Unit, Education Scotland and Audit Scotland.
- External audit
- Information Commissioner reviews and inspections

In order to assess whether we can place reliance on these other sources of assurance we will undertake a controls assurance mapping exercise as part of the 2014/15 internal audit plan. This will involve mapping the sources of assurance against key activities of the Council and assessing the strength of this assurance through reviewing their methodology, staff skills, work plan, terms of reference and reporting.

Key contacts

Meetings have been held with the following key personnel during the planning process:

Valerie Watts

Chief Executive

Angela Scott

Director Corporate Governance

Pete Leonard

Director of Housing and Environment

Liz Taylor

Director Social Care and Wellbeing

Gordon McIntosh

Director of Enterprise, Infrastructure and Planning

Gayle Gorman

Director of Education, Culture and Sport

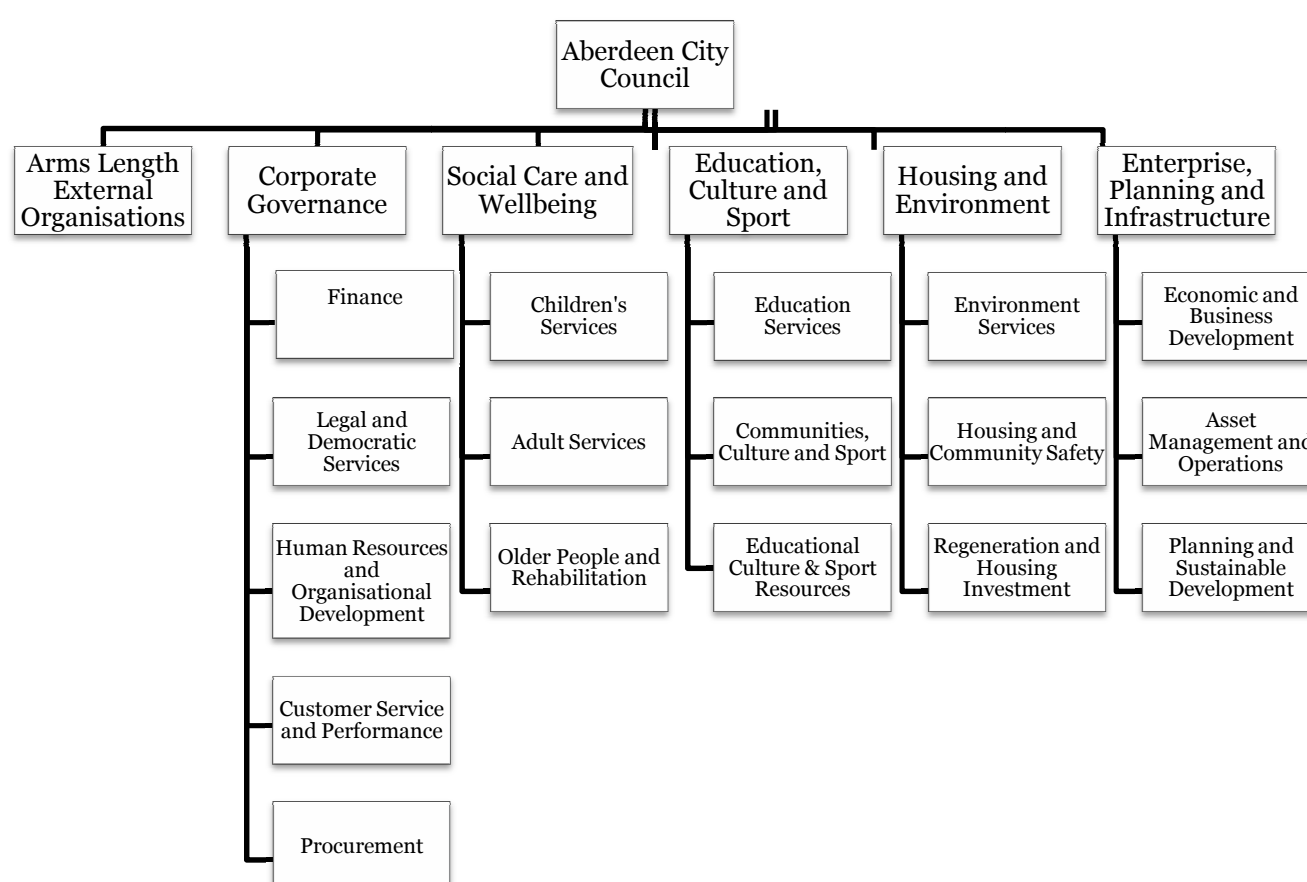
Martin Murchie

Community Planning and Corporate Performance
Manager

2. Audit universe, corporate objectives and risks

Audit universe

The diagram below represents the high level auditable units within the audit universe of Aberdeen City Council. These units form the basis of the internal audit plan.



Corporate objectives and risks

Included at Appendix 4 are the corporate risks as identified by Aberdeen City Council. The service level risks are shown within Appendix 5. The planned internal audit reviews for 2014/15 have been cross referenced to these risks within Section 4.

3. Risk assessment

Risk assessment results

Each auditable unit has been assessed for inherent risk and the strength of the control environment, in accordance with the methodology set out in Appendix 1 and 2. The results are summarised in the table below.

Ref	Auditable Unit	Inherent	Control	Audit	Risk	Frequency
A	Corporate Governance					
A.1	Finance	5	3	4	C	Annual
A.2	Legal and Democratic Services	4	4	2	M	Every 3 years
A.3	Human Resources and Organisational Development	5	2	4	C	Annual
A.4	Customer Services and Performance	6	3	5	C	Annual
A.5	Procurement	5	3	4	C	Annual
B	Enterprise Planning and Infrastructure					
B.1.	Asset Management and Operations	4	4	2	M	Every 3 years
B.2	Planning and Sustainable Development	4	2	3	H	Every 2 years
B.3	Economic and Business Development	5	3	4	C	Annual
C	Education, Culture and Sport					
C.1	Communities, Culture and Sport	4	4	2	M	Every 3 years
C.2	Schools and Education Establishments	5	2	4	C	Annual
C.3	Educational Development, Policy and Performance	4	4	2	M	Every 3 years
D	Housing and Environment					
D.1	Regeneration and Housing Investment	5	5	3	H	Every 2 years
D.2	Housing and community safety	3	3	2	M	Every 3 years
D.3	Environmental Services	3	2	2	M	Every 3 years
E	Social Care and Wellbeing					
E.1.	Adult Services	6	4	4	C	Annual
E.2	Children Services	6	4	4	C	Annual
E.3	Older people and rehabilitation	5	5	3	H	Every 2 years

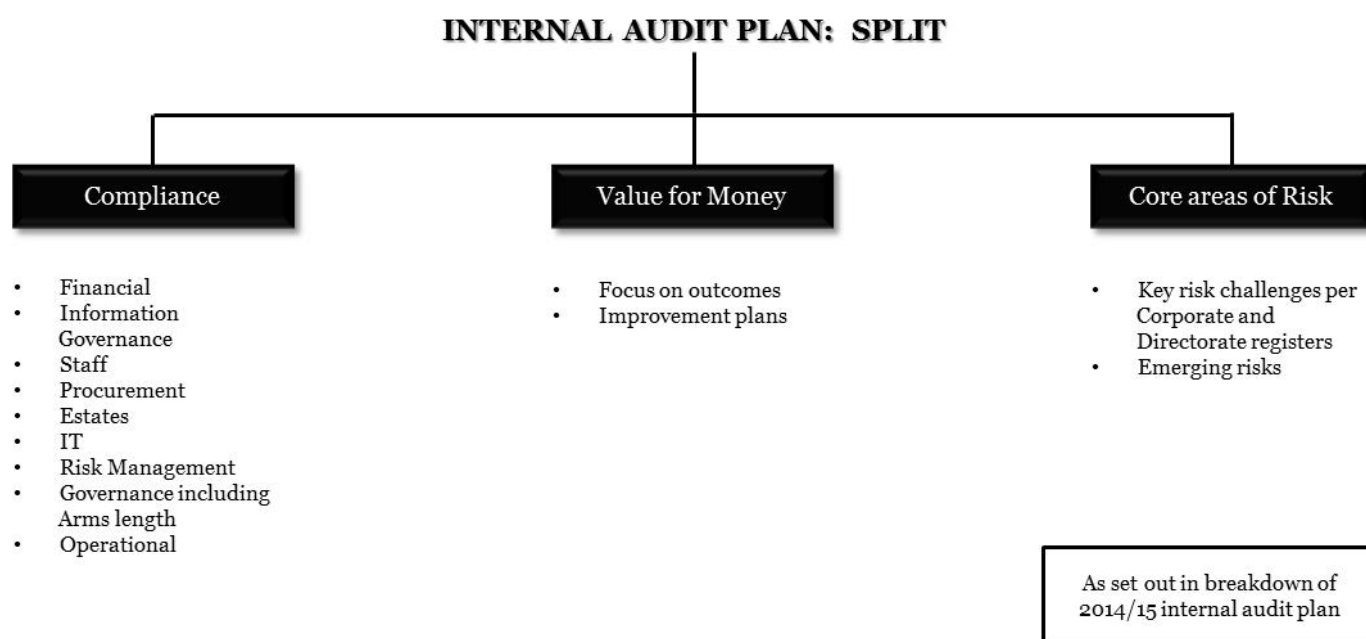
Key to frequency of audit work

Audit Requirement Rating	Frequency – PwC standard approach	Rating
6	Annual	Critical (C)
5	Annual	Critical (C)
4	Annual	Critical (C)
3	Every two years	High (H)
2	Every three years	Medium (M)
1	No further work	Low (L)

4. Annual plan and internal audit performance

Annual plan and indicative timeline

The internal audit plan has been split out as shown below to reflect the core areas of our Internal Audit programme and the balance between compliance, value for money and risk based internal audits, determined either by Council Management; risk registers; corporate priorities and Internal Audit standards.



The table on the following pages outlines the full suite of internal audit reviews based on our risk assessment and suggestions provided by each service.

This will be discussed at the CMT meeting to determine the reviews of highest priority and to help finalise the planned reviews, which will be presented to the Audit and Risk Committee on 27 February 2014.

Each proposed review has been cross referenced to corporate and service level risks, which are included within Appendix 4 and 5.

Review	Description	Area	Contact	Days	Link to Risks
Compliance					
Financial Governance					
Continuous Controls 6 October 2014 Reporting to ARC: February 2015 6 April 2015 Reporting to ARC: June 2015	Six monthly Financial Controls Assessment - Testing of key controls within the Council's key financial systems using continuous auditing techniques and data techniques to interrogate complete populations of data where controls are automated. Testing will cover compliance with processes and production of an internal audit report on a six monthly cycle, allowing for the identification of trends. Systems / processes to review include: - Housing Benefits; - Fixed Assets; - Council Tax; - NNDR; - Main Accounting System (Accounts Payable, Accounts Receivable, Cash & Bank, Treasury Management); and Payroll.	Corporate Governance	Steve Whyte	75	CG9
Car Parking 28 April 2014 Reporting to ARC: September 2014	Review into compliance of financial controls in relation to car parking - including cash collection, parking fines and bad debt management. Also to ensure that clear criteria are in place for the issue of Penalty Change Notices and to ensure that non-standard signage is appropriately approved.	Corporate Governance	Steve Whyte	12	CG3, CG9
School Amenity Funds 4 August 2014 Reporting to ARC: November 2014	Review of financial controls in place for school and amenity funds, including compliance with these controls and fair use of funds.	Education Culture and Sport	Gayle Gorman	12	ECS3, ECS11
Total potential days - financial controls:				99	

Review	Description	Area	Contact	Days	Link to Risks
Compliance					
Information Governance					
Early years provision 6 October 2014 Reporting to ARC: February 2015	Review to assess the controls and procedures in place surrounding the management information that is used to assist in planning for early years provision, including forecasting staff and nursery facility capacity.	Education Culture and Sport	Gayle Gorman	15	CR6, ECS13 ECS18
Disaster recovery 10 November 2014 Reporting to ARC: February 2015	Review of disaster recovery strategies and plans to ensure they are aligned with business continuity requirements, are fit for purpose (i.e. no critical single points of failure) and tested appropriately.	Corporate Governance	Paul Fleming	15	CR12, CR19, CR21, CG2 SC18 SC19
Security Review 12 January 2015 Reporting to ARC: April 2015	Review of threat and vulnerability management processes and security / identity management controls (will include specialist involvement, which is reflected in higher number of days).	Corporate Governance	Paul Fleming	20	CG15 ECS12
Asset management 3 November 2014 Reporting to ARC: February 2015	Review of processes and controls management have implemented to ensure they have complete and accurate records of all IT assets.	Corporate Governance	Paul Fleming	15	CG15
Compliance with the Public Records (Scotland) Act 15 September 2014 Reporting to ARC: February 2015	Review to assess controls and procedures, focussing on staff engagement and in place to ensure the Council is compliant with the Public Records (Scotland) Act 2011.	Cross-Cutting	Paul Fleming	20	CR6, CG5 SC12
Management Information 20 October 2014 Reporting to ARC: February 2015	This review will examine the adequacy of management information (including data quality) for decision making purposes within defined committees/areas. The key linkages with other relevant work streams will be considered as part of this review.	Cross-Cutting	Paul Fleming	20	CR1, CR6, CG5 EPI2 SC15
Total potential days - information governance:				105	

Review	Description	Area	Contact	Days	Link to Risks
Staff Governance					
Sourcing and Management of Agency Staff 19 May 2014 Reporting to ARC: September 2014	The review is to assess Council's compliance with statutory requirements and guidance; due diligence on use of Agencies and agency workers; and recording and analysis of data on agency workers.	Corporate Governance	Ewan Sutherland	15	CR7 CR11 CR15
	Total potential days - staff:			15	
Procurement Governance					
Procurement in Construction 23 June 2014 Reporting to ARC: 20 November 2014	The Scottish Public Sector Procurement in Construction review was released by the Scottish Government in October 2013. This IA review will assess the Council's appliance of the recommendations and actions coming out of the SG review.	Enterprise, Planning and Infrastructure /Corporate Governance	Maggie Bochel and Craig Innes	15	CG12 EPI8
Use of PECOS 18 August 2014 Reporting to ARC: 20 November 2014	Review into the use of PECOS and a value for money assessment into areas where PECOS has not been used.	CG	Craig Innes	25	ECS3
	Total potential days - procurement:			40	
Governance of Assets					
New Schools Programme 15 September 2014 Reporting to ARC: February 2015	The Council has an asset management plan to build new schools to meet increasing demand. This review will assess the controls and processes surrounding the approval process for new schools, including the controls surrounding data integrity of management information such as demographics. This will involve a post implementation review of previously submitted plans for school builds.	Enterprise, Planning and Infrastructure and Education, Culture and Sport	Maggie Bochel and Charlie Penman	20	ECS6, ECS9 EPI7

Review	Description	Area	Contact	Days	Link to Risks
Governance of Assets					
Corporate Landlord responsibilities (Asset Management) 5 January 2015 Reporting to ARC: April 2015	This review will look at whether the Council is meeting its legislative requirements around landlord responsibilities, for example, whether gas certificates and appropriate health and safety checks are in place.	Enterprise Planning & Infrastructure	Hugh Murdoch	15	HE3
Structures, Flooding and Coastal Risk Management 2 February 2015 Reporting to ARC: May 2015 ARC.	This review will look at the Council's arrangements to meet its responsibilities in respect of flooding and coastal risks.	Enterprise Planning & Infrastructure	Hugh Murdoch	10	EPI11
Total potential days - estates:				45	
Corporate Governance					
Policy and Procedure Development 24 November 2014 Reporting to ARC: February 2015	Review to assess key controls used to devise and approve policies and procedures, including how compliance is demonstrated, process for development, implementation and review of policies including the reporting to committees and effectiveness of communications to staff about policies.	Cross-Cutting	Tbc	12	CR6 CR18 SC17
ALEO review 13 October 2014 Reporting to ARC: February 2015	Rolling programme of reviews of whole control environment of ALEO "family" within each Service.	Corporate Governance	Angela Scott	25	CR10, CR11, CG3
Controls Assurance Mapping 11 August 2014 Reporting to ARC: November 2014	Controls assurance mapping exercise to assess the level of assurance each service receives. This will include gaining a better understanding of activities within our second line of defence and where we get assurance on our organisational culture from external (third party) assurance providers.	Cross-Cutting	Angela Scott	20	CR17
Complaints Handling Process	Review to assess compliance with the Council's complaints handling procedure and whether this follows	Corporate Governance	Neil Buck	12	CR4, CG7

Review	Description	Area	Contact	Days	Link to Risks
12 May 2014 Reporting to ARC: 23 September 2014	best practice guidance issued by the Scottish Public Services Ombudsman in 2011.				SC11
Total potential days –governance:				69	
Operational					
Legal Services 2 June 2014 Reporting to ARC: September 2014	Review of controls and processes which give assurance of legal compliance.	Corporate Governance	Jane MacEachran	15	CG12
Library Services 2 March 2015 Reporting to ARC: June 2015	Review into the decision making process surrounding library services and the use of community centres to manage this service provision and associated opening hours.	Education Culture and Sport	Gayle Gorman	15	CR4, CR15, ECS15 ECS19
Fraud governance within housing and environment 4 August 2014 Reporting to ARC: November 2014	Review into the integrity of processes and systems, including those under development, to ensure that controls offer adequate protection against fraud and loss of all kinds within housing and community safety; and process aligns with Council's strategic goals: Relating to welfare reform, e.g. benefits, discretionary payments, referrals to food banks etc.	Housing and Environment	Pete Leonard	15	CR2 HE1
Service reviews 14 July 2014 Reporting to ARC: November 2014	Compliance with service reviews for care users.	Social Care and Wellbeing	Liz Taylor	15	CR9, CR15 SC09
Roads 7 April 2014 Reporting to ARC: September 2014	Review into the Roads Construction Consent Process	Enterprise, Planning and Infrastructure	Gordon McIntosh	15	CR15 EPI10
Care First budgetary control and forecasting	Review of the arrangements to record care packages on care 1 st and the budgetary control and forecasting arrangements to ensure	Social Care and Wellbeing	Liz Taylor	20	CR6

Review	Description	Area	Contact	Days	Link to Risks
27 October 2014 Reporting to ARC: February 2015	controls in place to give complete and accurate data.				
	Total potential days –operational:			95	
Value for Money					
Music Services 20 October 2014 Reporting to ARC: February 2015	A value for money review into the music service and the music school.	Education Culture and Sport	Gayle Gorman	15	ECS3
Taxi Contracts 18 August 2014 Reporting to ARC: November 2014	Review into the value for money aspect of taxi contracts.	CG	Craig Innes	20	ECS3
	Total potential days –value for money:			35	
Follow Up Throughout: To go to ARC each meeting	Follow up of agreed action points from previous reports that have fallen due in the quarter. This will be reported at each Audit Committee. This will also include a review of the system of follow up applied by Services and Committees in relation to improvement recommendations and actions agreed with external inspection and regulation bodies.		Martin Murchie	25	
Contingency Days				50	
Total potential internal audit requirement				578	

In addition, we will also perform a review in relation to the North East of Scotland Pension Fund (NESPF) to satisfy a request from external audit:

Review	Description	Area	Contact	Days	Link to Risks
Pension Fund	Review of the key financial controls in operation within the pension fund.	Corporate Governance	Steve Whyte	30	CG9
Total potential internal audit requirement including NESPF				608	

The following potential reviews have been identified. They are not included in the Annual Plan, but can be brought forward for the Committee's consideration and use of contingency days, or in the event of the other agreed areas not proceeding due to changed circumstances and reduction in risk.

Review	Description	Area	Contact	Days	Link to Risks
Fraud Prevention and Detection	Potential use of tools for examination of the system of fraud prevention and detection as well as the analysis of transactions.	Corporate Governance	Steve Whyte	20	CR17
Reliability of benchmarked data	Potential review to examine the reliability and comparability of data used for benchmarking through the Local Government Benchmarking Project. This will require discussion and agreement with benchmark comparators.	Corporate Governance	Paul Fleming	15	CR6
Customer Service	Potential review of processes and controls to support "whole customer journeys".	Corporate Governance	Paul Fleming	15	CR4 CR15
Governance arrangements from joint venture structures	Review of governance arrangements within Housing Investment and Regeneration into construction/maintenance joint ventures and 1000 houses development Joint Venture.	Housing and Environment	Pete Leonard	20	HE1
Total potential reviews				70	

Appendix 1: Detailed methodology

Step 1 - Understand corporate objectives and risks

In developing our understanding of your corporate objectives and risks, we have:

- Reviewed your strategy, organisational structure and corporate risk register;
- Drawn on our knowledge of the local government; and
- Met with a number senior management and non-executive members.

Step 2 - Define the Audit Universe

In order that the internal audit plan reflects your management and operating structure we have identified the audit universe for Aberdeen City Council made up of a number of auditable units. Auditable units include functions, processes, systems, products or locations. Any processes or systems which cover multiple locations are separated into their own distinct cross cutting auditable unit.

Step 3 - Assess the inherent risk

The internal audit plan should focus on the most risky areas of the business. As a result each auditable unit is allocated an inherent risk rating i.e. how risky the auditable unit is to the overall organisation and how likely the risks are to arise. The criteria used to rate impact and likelihood are recorded in Appendix 2.

The inherent risk assessment is determined by:

- Mapping the corporate risks to the auditable units;
- Our knowledge of your business and its sector; and
- Discussions with management.

Impact Rating	Likelihood Rating					
	6	5	4	3	2	1
6	6	6	5	5	4	4
5	6	5	5	4	4	3
4	5	5	4	4	3	3
3	5	4	4	3	3	2
2	4	4	3	3	2	2
1	4	3	3	2	2	1

Step 4 - Assess the strength of the control environment

In order to effectively allocate internal audit resources we also need to understand the strength of the control environment within each auditable unit. This is assessed based on:

- Our knowledge of your internal control environment;
- Information obtained from other assurance providers; and
- The outcomes of previous internal audits.

Step 5 -Calculate the audit requirement rating

The inherent risk and the control environment indicator are used to calculate the audit requirement rating. The formula ensures that our audit work is focused on areas with high reliance on controls or a high residual risk.

Inherent Risk Rating	Control design indicator					
	1	2	3	4	5	6
6	6	5	5	4	4	3
5	5	4	4	3	3	n/a
4	4	3	3	2	n/a	n/a
3	3	2	2	n/a	n/a	n/a
2	2	1	n/a	n/a	n/a	n/a
1	1	n/a	n/a	n/a	n/a	n/a

Step 6 -Determine the audit plan

Your risk appetite determines the frequency of internal audit work at each level of audit requirement. Auditable units may be reviewed annually, every two years or every three years.

In some cases it may be possible to isolate the sub-process (es) within an auditable unit which are driving the audit requirement. For example, an auditable unit has been given an audit requirement rating of 5 because of inherent risks with one particular sub-process, but the rest of the sub-processes are lower risk. In these cases it may be appropriate for the less risky sub-processes to have a lower audit requirement rating be subject to reduced frequency of audit work. These sub-processes driving the audit requirement areas are highlighted in the plan as key sub-process audits.

Step 7 -Other considerations

In addition to the audit work defined through the risk assessment process described above, we may be requested to undertake a number of other internal audit reviews such as regulatory driven audits, value enhancement or consulting reviews. These have been identified separately in the annual plan.

Appendix 2: Risk assessment criteria

Determination of Inherent Risk

We determine inherent risk as a function of the estimated **impact** and **likelihood** for each auditable unit within the audit universe as set out in the tables below.

Impact rating	Assessment rationale
6	Critical impact on operational performance; or Critical monetary or financial statement impact; or Critical breach in laws and regulations that could result in material fines or consequences; or Critical impact on the reputation or brand of the organisation which could threaten its future viability.
5	Significant impact on operational performance; or Significant monetary or financial statement impact; or Significant breach in laws and regulations resulting in large fines and consequences; or Significant impact on the reputation or brand of the organisation.
4	Major impact on operational performance; or Major monetary or financial statement impact; or Major breach in laws and regulations resulting in significant fines and consequences; or Major impact on the reputation or brand of the organisation.
3	Moderate impact on the organisation's operational performance; or Moderate monetary or financial statement impact; or Moderate breach in laws and regulations with moderate consequences; or Moderate impact on the reputation of the organisation.
2	Minor impact on the organisation's operational performance; or Minor monetary or financial statement impact; or Minor breach in laws and regulations with limited consequences; or Minor impact on the reputation of the organisation.
1	Insignificant impact on the organisation's operational performance; or Insignificant monetary or financial statement impact; or Insignificant breach in laws and regulations with little consequence; or Insignificant impact on the reputation of the organisation.

<i>Likelihood rating</i>	<i>Assessment rationale</i>
6	Has occurred or probable in the near future
5	Possible in the next 12 months
4	Possible in the next 1-2 years
3	Possible in the medium term (2-5 years)
2	Possible in the long term (5-10 years)
1	Unlikely in the foreseeable future

Appendix 3: Key performance indicators

Key performance indicators

To ensure your internal audit service is accountable to the Audit and Risk Committee and management, we have proposed the following key performance indicators.

Key Performance Indicator	Target
Internal Audit Plan presented to Audit and Risk Committee in advance of the financial year commencing	100%
Actual reviews completed compared with planned number of reviews (per approved plan)	100%
Planned indicative days compared to actual number of days taken per internal audit review	100%
For each audit, planned deadline compared to actual date achieved for:- <ul style="list-style-type: none"> • Agreeing terms of reference (4 weeks prior to fieldwork); • Issuing draft reports for management comments (2 weeks after fieldwork complete and a close out meeting held at end of fieldwork); • Receiving management comments (2 weeks after issuing draft report); • Issuing finalised reports to Director, Head of Service, Director of Corporate Governance and Community Planning and Corporate Performance Manager (within 1 week of receiving final management response) 	95%
Proportion of recommendations agreed with management	100%
Final reports presented to the Audit and Risk Committee in accordance with pre-agreed timetable (as set out in approved Internal Audit Plan)	95%
Follow up review will take place within 4 months of the audit recommendations being due	100%
Annual Internal Audit Report presented to Committee on completion of work, no later than the June Committee on an annual basis	100%
Use of the calibre of audit staff and specialists agreed as appropriate both within the contract and identified for each audit within the Annual Audit plan	95%
Internal Audit feedback results collated from each review – Target score of 4 or more for each review	95%
Client Satisfaction survey issued annually to the Director of Corporate Governance and Community Planning and Corporate Performance Manager	100%
Responses to review points raised by the Contract Manager, or identified subordinate, made within 3 working days.	100%
Provision of performance against agreed key performance indicators reported to each Audit and Risk Committee	100%
Agreed reliance on internal audit by external audit	Yes

Appendix 4: Corporate risks

Corporate level objectives and risks have been determined by Aberdeen City Council. These are recorded in the table below and have been considered when preparing the internal audit plan. The internal audit plan within Section 4 details how each of the planned reviews can be cross referenced to a related risk for the Council.

<i>Ref</i>	<i>Corporate Risk</i>	<i>Included in current year internal audit plan</i>	<i>Included in internal audit plan of prior 2 years</i>
CR1	Risk that services do not deliver the 5 year business plan priorities.	✓	✓
CR2	Risk that planned welfare reform will negatively impact on the council and its communities.	✓	✓
CR3	Risk of Community Planning failing to deliver city wide projects/opportunities and associated funding.	×	✓
CR4	Risk that an adequate and consistent quality of service is not defined and delivered and keeps pace with changing internal and external customer expectations and technological change.	✓	✓
CR5	Risk that culture of council does not support an entrepreneurial operational approach to opportunities.	×	×
CR6	Risk that information is not managed effectively to support policy and decision making and statutory requirements.	✓	×
CR7	Risk of inadequate resourcing, including skills shortages and recruiting people with the wrong cultural / behavioural fit.	✓	✓
CR8	Risk that the aspirations of the city are not met in the delivery of the Strategic Development Plan.	✓	×
CR9	Risk that those in need are not protected.	✓	✓
CR10	Risk of market failure in commissioned services.	✓	✓
CR11	Risk of underperformance by suppliers of commissioned services.	✓	✓
CR12	Risk of not planning for (or having the trained staff to deal with) emergencies (as defined by the Civil Contingencies Act 2004) which may affect Aberdeen City and/or an incident having a significant adverse effect on the operations of ACC.	✓	✓
CR13	Risk of lower than anticipated income (national and local).	✓	✓
CR14	Risk that business rates collection in future years fall below anticipated levels impacting on funding from Scottish Government encompassing combined impact of TIF and BRIS.	✓	×
CR15	Risk that statutory obligations are not met.	✓	✓
CR16	Risk that the council does not fully comply with Health & Safety obligations.	×	✓
CR17	Risk that we do not demonstrate that the expectations of regulatory bodies are being met.	✓	✓

<i>Ref</i>	<i>Corporate Risk</i>	<i>Included in current year internal audit plan</i>	<i>Included in internal audit plan of prior 2 years</i>
CR18	Risk that the ability of the Council's workforce to deliver improved business performance is compromised due to a disengaged workforce with people who are not committed to the organisation's goals and values.	✓	×
CR19	Risk that the Council suffers loss of building facilities.	✓	✓
CR20	Risk of changes to national or local policies which impact on the Council's objectives and Corporate Business Plan.	×	×
CR21	Risk of major business systems failure.	✓	✓

Appendix 5: Service level risks

Service level objectives and risks have been determined by Aberdeen City Council. These are recorded in the tables below and have been considered when preparing the internal audit plan. The internal audit plan within Section 4 details how each of the planned reviews can be cross referenced to a related risk for the Council.

Corporate Governance

<i>Ref</i>	<i>Corporate Governance Risk</i>	<i>Included in current year internal audit plan</i>	<i>Included in internal audit plan of prior 2 years</i>
CG1	Risk that major projects are not effectively delivered.	✓	✓
CG2	Risk that effective business continuity and disaster recovery arrangements are not in place.	✓	✓
CG3	Risk of poor or inadequate management of contracts and contractors.	✓	✓
CG4	Risk that the needs of scrutiny and regulatory bodies are not met.	✓	✓
CG5	Risk that inadequate information management processes create inaccuracies and uncertainty over compliance with statutory obligations and lead to under-informed decision making	✓	×
CG6	Risk of not meeting Service Option/Targets	✓	×
CG7	Risk that the needs of our customers are not understood and met.	✓	✓
CG8	Risk of failing to fully engage with citizens during transformation process	✓	×
CG9	Risk of poor financial management and decision making.	✓	✓
CG10	Risk of collection levels deteriorating	✓	✓
CG11	Risk of poor or inadequate Health and Safety arrangements.	×	✓
CG12	Risk that legislative changes are not effectively planned for.	✓	✓
CG13	Risk of low levels of employee engagement	×	✓
CG14	Risk that workforce planning, recruitment, retention, training and development are not aligned to business and financial planning and the requirements of new technology	✓	✓
CG15	Risk of poor ICT security and operational arrangements	✓	✓

Education, Culture and Sport

Ref	Education, Culture and Sport Risk	Included in current year internal audit plan	Included in internal audit plan of prior 2 years
ECS1	Failure to deliver Directorate commitments in the 5 year Business Plan	✓	✓
ECS2	Failure to deliver commitments in the Directorate Service Plan	✓	✓
ECS3	Failure to deliver services within agreed budget	✓	✓
ECS4	Failure to take account of national, regional and local policies which impact upon Directorate services	✓	✓
ECS5	Failure to meet our statutory and regulatory obligations	✓	✓
ECS6	Failure to plan service delivery in the light of demographic demands	✓	✓
ECS7	Failure to ensure that effective business continuity and disaster recovery arrangements are in place	✓	✓
ECS8	Failure to deliver the Directorate Quality Improvement Framework	×	×
ECS9	Failure to deliver the Directorate Asset Management Plan	✓	×
ECS10	Failure to implement recommendations from inspecting/regulatory bodies	✓	×
ECS11	Failure to exercise effective management of grants and commissioned services	✓	✓
ECS12	Failure of ICT infrastructure across the Education, Culture and Sport network	✓	✓
ECS13	Failure to develop and retain our workforce	✓	✓
ECS14	Failure to exercise effective change management	✓	×
ECS15	Failure to work in partnership with key stakeholders	✓	✓
ECS16	Failure to maintain effective working relationships with elected members	×	✓
ECS17	Failure to maintain effective two-way communication with our stakeholders	×	✓
ECS18	Schools and Educational Establishments Risks	✓	✓
ECS19	Communities, Culture and Sport Risks	✓	✓
ECS20	Educational Development, Policy and Performance Risks	✓	✓

Enterprise, Planning and Infrastructure

Ref	Enterprise, Planning and Infrastructure Risk	Included in current year internal audit plan	Included in internal audit plan of prior 2 years
EPI1	Asset Management and Operations Risk Register	✓	✓
EPI2	Failure to provide the E,P& I Service with a robust system of Performance Management	✓	×
EPI3	Failure to comply with requirement to ensure quality assured systems are in place, incorporating new technologies and new ways of working	✓	×
EPI4	Failure to fulfil obligation to provide and deliver support across the Service	×	✓
EPI5	Failure to implement Council policies, procedures and strategy across the Service	✓	✓
EPI6	Failure to oversee Health & Safety related matters on behalf of the Service	×	✓
EPI7	Enterprise Planning and Infrastructure Risk Register	✓	✓
EPI8	Property Estates Risk Register	✓	✓
EPI9	Property Investment Risk Register	✓	×
EPI10	Roads Operations Risk Register	✓	×
EPI11	Structures, Flooding and Coastal Risk Register	✓	×
EPI12	Traffic Management Risk Register	✓	×

Housing and Environment

Ref	Housing and Environment Risk	Included in current year internal audit plan	Included in internal audit plan of prior 2 years
HE1	Risk of not delivering our Directorate priorities and meeting the needs of our tenants and customers	✓	✓
HE2	Risk of poor budget monitoring and decision making	✓	✓
HE3	Risk poor health and safety management	✓	✓
HE4	Risk of poor asset management	✓	×
HE5	Risk of welfare reform impact on our services	✓	✓
HE6	Risk of not delivering the waste strategy	×	×
HE7	Risk that we do not effectively communicate and engage with our staff and external stakeholders/customers	×	×
HE8	Risk of poor workforce planning and morale	×	✓
HE9	Risk of that effective business continuity and disaster recovery arrangements are not in place	✓	✓

Social Care and Wellbeing

Ref	Social Care and Wellbeing Risk	Included in current year internal audit plan	Included in internal audit plan of prior 2 years
SC1	Maintain adequate staffing resource	×	×
SC2	Consult with internal/external partners and stakeholders	✓	✓
SC3&4	Dealing with unexpected increase in demand for social care and wellbeing services	✓	×
SC5	Managing FOI requests ⁱ	×	×
SC6&7	Carrying out appropriate background checks on relevant staff	×	×
SC8	Protection of staff	×	✓
SC9	Protecting those in need	✓	✓
SC10	Managing the implementation of recommendations / findings of SWIA, HMIE, Scottish Commission of the Regulation of Care following inspections	✓	×
SC11	Responding to complaints	✓	×
SC12	Keep / maintain / store accurate client records / information (Legislative)	✓	×
SC13	Identify potential clients (referral processes ease of access to services)	×	×
SC14	Report on Statutory Performance Indicators and meet Performance Management targets	✓	×
SC15	Report and record unmet need	✓	×
SC16	Implement national strategies, policies including new legislation on both a local and national level	✓	✓
SC17	Policies and procedures in place to govern service delivery	✓	✓
SC18	IT System failure due to disaster external or internal incapacitated by fire, flood etc.	✓	✓
SC19	Ineffective business continuity planning	✓	✓
SC20	Management of Offenders Act (Scotland) 2005 and associated MAPPA Guidance	×	×

ⁱ External assurance has been provided through review by the Office of the Scottish Information Commissioner



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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/14/032

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 £40.5M 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 10 (end of January 2014) 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 10 is a net underspend of £660K. 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 £1.6M 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.
- The cost of fleet maintenance is forecast to exceed budget by £920K. 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 £210K below budget due to various staff relocations since the budget setting process.
- Energy costs for the main office sites are forecast to be £210K above budget.

- The outturns detailed in Appendix A incorporate the main risks identified by the Service to date. The most significant additional risk faced by the Service relates to the severity of the winter and its impact on roads maintenance and, to a lesser extent, school catering budgets.

6. IMPACT

Corporate - as a recognized top priority, the Council must take the necessary measures to balance its budget. Therefore Committees and Services are required to work within a financial constraint. Every effort is being focused on delivering services more efficiently and effectively.

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

7. MANAGEMENT OF RISK

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

8. BACKGROUND PAPERS

Financial ledger data extracted for the period.

9. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL
REVENUE MONITORING 2013 / 2014

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT	31 January 2014	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 10									
ASSET MANAGEMENT AND OPERATIONS	28,990	24,883	25,504	622	28,425	(564)	(1.9%)	(179)	
ECONOMIC AND BUSINESS DEVELOPMENT	4,096	3,382	3,604	222	4,199	103	2.5%	60	
PLANNING AND SUSTAINABLE DEVELOPMENT	6,562	5,426	3,919	(1,507)	4,846	(1,717)	(26.2%)	83	
DIRECTORATE SUPPORT	863	719	719	(0)	844	(19)	(2.2%)	(39)	
TOTAL	40,511	34,410	33,746	(664)	38,313	(2,197)	(5.4)%	(75)	

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE

AS AT	31 January 2014	ANNUAL BUDGET	YEAR TO DATE			OUTTURN			CHANGE FROM LAST REPORT
			PLANNED	ACTUAL	VARIANCE	FORECAST TOTALS	FORECAST VARIANCE		
ACCOUNTING PERIOD 10		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS		30,072	25,060	23,625	(1,435)	28,472	(1,600)	(5.3)%	(308)
PROPERTY COSTS		27,060	23,102	8,433	(14,668)	25,727	(1,333)	(4.9)%	(86)
ADMINISTRATION COSTS		995	829	1,096	267	1,493	498	50.1%	56
TRANSPORT COSTS		4,907	4,089	3,751	(338)	4,601	(307)	(6.2)%	29
SUPPLIES & SERVICES		26,926	22,429	27,520	5,091	30,263	3,337	12.4%	190
TRANSFER PAYMENTS		3,184	2,796	3,334	539	3,177	(8)	(0.2)%	52
GROSS EXPENDITURE		93,145	78,305	67,760	(10,545)	93,733	588	0.6%	(67)
LESS: INCOME									
GOVERNMENT GRANTS		(378)	(378)	(792)	(415)	(771)	(393)	104.2%	108
OTHER GRANTS		(15,851)	(13,228)	(8,219)	5,009	(15,740)	110	(0.7)%	57
INTEREST		0	0	(1)	(1)	(1)	(1)	0.0%	(0)
RECHARGES		(23,799)	(19,785)	(13,707)	6,077	(24,243)	(444)	1.9%	(22)
OTHER INCOME		(12,607)	(10,506)	(11,295)	(789)	(14,664)	(2,058)	16.3%	(151)
TOTAL INCOME		(52,634)	(43,895)	(34,014)	9,882	(55,420)	(2,785)	5.3%	(9)
NET EXPENDITURE		40,511	34,410	33,746	(664)	38,313	(2,197)	(5.4)%	(75)

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	CHANGE
£'000	£'000
(1,600)	(308)

Property Costs

Savings are forecast in building repairs and rates costs. Energy costs are forecast to exceed budget.

(1,333)	(86)
---------	------

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.

498	56
-----	----

Transport Costs

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

(307)	29
-------	----

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.

3,337	190
-------	-----

Transfer payments

No major variances are now being forecast in this area.

(8)	52
-----	----

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.

(393)	108
-------	-----

Other Grants & Contributions

Sponsorship income is forecast to be less than budgeted for.

110	57
-----	----

Interest

No significant variances from budget are forecast for this item.

(1)	(0)
-----	-----

Recharges

Accommodation recoveries from non-General Fund services are forecast to be below budget while Design Team income and Roads income is forecast to exceed budget.

(444)	(22)
-------	------

Other Income

Income from planning applications and building applications is forecast to exceed budget.

(2,058)	(151)
---------	-------

(2,197)	(75)
---------	------

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
ASSET MANAGEMENT AND OPERATIONS

AS AT	31 January 2014	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 10									
STAFF COSTS		20,470	17,058	16,007	(1,051)	19,310	(1,160)	(5.7)%	(431)
PROPERTY COSTS		11,116	9,798	8,188	(1,610)	9,787	(1,329)	(12.0)%	(82)
ADMINISTRATION COSTS		619	516	755	239	995	376	60.7%	80
TRANSPORT COSTS		1,598	1,332	1,094	(238)	1,395	(203)	(12.7)%	(82)
SUPPLIES & SERVICES		9,964	8,303	10,624	2,321	13,009	3,046	30.6%	179
TRANSFER PAYMENTS		863	861	858	(3)	874	11	1.3%	(10)
GROSS EXPENDITURE		44,630	37,869	37,525	(343)	45,370	740	1.7%	(346)
LESS: INCOME									
GOVERNMENT GRANTS		0	0	(183)	(183)	(342)	(342)	0.0%	70
OTHER GRANTS & CONTRIBUTIONS		(53)	(44)	(74)	(30)	(77)	(24)	44.9%	51
INTEREST		0	0	0	0	0	0	0.0%	0
RECHARGES		(7,957)	(6,583)	(6,154)	430	(8,430)	(472)	5.9%	(11)
OTHER INCOME		(7,630)	(6,358)	(5,611)	748	(8,097)	(467)	6.1%	57
TOTAL INCOME		(15,640)	(12,986)	(12,021)	965	(16,945)	(1,305)	8.3%	167
NET EXPENDITURE		28,990	24,883	25,504	622	28,425	(564)	(1.9)%	(179)

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.

FORECAST VARIANCE £'000	CHANGE £'000
(1,160)	(431)

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 £130K for the main office sites.

(1,329)	(82)
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Administration Costs

Postages are forecast to be overspent by £190K. Adverse variances are also forecast in printing, copying and advertising.

376	80
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Transport Costs

A favourable variance of £150K is forecast in fuel costs and a number of services are forecast to make savings in their travel costs.

(203)	(82)
-------	------

Supplies and Services

Fleet costs for vehicle repairs are forecast to be overspent by £820K, Roads operations and projects are forecast to be overspent by £1.2M on materials and contractors and the Design Team is forecast to be overspent by £740K on consultants costs. The overspends in Roads and the Design team reflect an increase over the budgeted workload and are offset by increased income.

3,046	179
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Transfer Payments

No significant variance from budget is forecast for this item.

11	(10)
----	------

Income

Roads income is forecast to be £1.7M above budget. Accommodation recoveries are forecast to be £280K below budget.

(1,305)	167
---------	-----

(564)	(179)
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DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
PLANNING AND SUSTAINABLE DEVELOPMENT

AS AT	31 January 2014	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 10									
STAFF COSTS	6,744	5,620	5,345	(275)	6,511	(233)	(3.5)%	100	
PROPERTY COSTS	15,944	13,303	245	(13,058)	15,940	(4)	(0.0)%	(4)	
ADMINISTRATION COSTS	113	94	98	3	126	13	11.6%	3	
TRANSPORT COSTS	3,213	2,677	2,542	(136)	3,055	(158)	(4.9)%	106	
SUPPLIES & SERVICES	14,724	12,261	14,982	2,720	14,849	126	0.9%	3	
TRANSFER PAYMENTS	714	595	898	304	688	(26)	(3.6)%	28	
GROSS EXPENDITURE	41,452	34,551	24,109	(10,441)	41,169	(282)	(0.7)%	235	
LESS: INCOME									
GOVERNMENT GRANTS	(189)	(189)	(89)	100	(107)	83	(43.6)%	48	
OTHER GRANTS & CONTRIBUTIONS	(15,159)	(12,652)	(7,763)	4,888	(15,170)	(11)	0.1%	0	
INTEREST	0	0	0	0	0	0	0.0%	0	
RECHARGES	(15,208)	(12,673)	(7,277)	5,397	(15,249)	(41)	0.3%	(80)	
OTHER INCOME	(4,333)	(3,611)	(5,062)	(1,451)	(5,798)	(1,465)	33.8%	(120)	
TOTAL INCOME	(34,889)	(29,125)	(20,191)	8,934	(36,324)	(1,435)	4.1%	(153)	
NET EXPENDITURE	6,562	5,426	3,919	(1,507)	4,846	(1,717)	(26.2)%	83	

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.

(233)

100

Property Costs

No significant variance from budget is forecast for this item.

(4)

(4)

Administration Costs

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

13

3

Transport Costs

Savings are forecast in vehicle running costs in the PTU of £90K and in School transport of £90K as the result of improved contract rates.

(158)

106

Supplies and Services

Savings amounting to £90K are now expected in Development Planning. Roads Projects are forecasting a requirement for consultants that was not provided for in the budget.

126

3

Transfer Payments

Savings are forecast in Environmental Projects.

(26)

28

Income

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

(1,435)

(153)

(1,717)

83

DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
ECONOMIC AND BUSINESS DEVELOPMENT

AS AT	31 January 2014	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 10									
STAFF COSTS	2,077	1,731	1,600	(131)	1,839	(238)	(11.4)%	12	
PROPERTY COSTS	0	0	0	(0)	0	0	0.0%	(0)	
ADMINISTRATION COSTS	208	174	228	54	355	147	70.5%	7	
TRANSPORT COSTS	91	76	108	32	143	52	56.6%	5	
SUPPLIES & SERVICES	2,110	1,758	1,892	134	2,291	181	8.6%	24	
TRANSFER PAYMENTS	1,608	1,340	1,578	238	1,615	7	0.5%	35	
GROSS EXPENDITURE	6,094	5,078	5,406	328	6,243	149	2.4%	82	
LESS: INCOME									
GOVERNMENT GRANTS	(188)	(188)	(520)	(332)	(322)	(134)	71.0%	(10)	
OTHER GRANTS & CONTRIBUTIONS	(584)	(486)	(382)	104	(438)	146	(24.9)%	6	
INTEREST	0	0	(1)	(1)	(1)	(1)	0.0%	(0)	
RECHARGES	(582)	(484)	(277)	208	(512)	70	(12.0)%	70	
OTHER INCOME	(644)	(536)	(622)	(86)	(770)	(126)	19.6%	(89)	
TOTAL INCOME	(1,998)	(1,695)	(1,802)	(107)	(2,044)	(46)	2.3%	(23)	
NET EXPENDITURE	4,096	3,382	3,604	222	4,199	103	2.5%	60	

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

(238)	12
-------	----

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.

147	7
-----	---

Transport Costs

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

52	5
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Supplies and Services

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

181	24
-----	----

Transfer Payments

No significant variance from budget is forecast for this item.

7	35
---	----

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.

(46)	(23)
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103	60
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DIRECTORATE : ENTERPRISE, PLANNING AND INFRASTRUCTURE
DIRECTORATE SUPPORT

AS AT	31 January 2014	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 10									
STAFF COSTS		782	652	673	21	812	31 3.9%	11	
PROPERTY COSTS		0	0	0	0	0	0 0.0%	0	
ADMINISTRATION COSTS		54	45	15	(30)	17	(37) (68.6)%	(34)	
TRANSPORT COSTS		5	4	8	4	8	3 60.0%	0	
SUPPLIES & SERVICES		128	107	23	(84)	113	(15) (11.9)%	(16)	
TRANSFER PAYMENTS		0	0	0	0	0	0 0.0%	0	
GROSS EXPENDITURE		970	808	719	(89)	951	(19) (1.9)%	(39)	
LESS: INCOME									
GOVERNMENT GRANTS		0	0	0	0	0	0 0.0%	0	
OTHER GRANTS & CONTRIBUTIONS		(55)	(46)	0	46	(55)	(0) 0.6%	(0)	
INTEREST		0	0	0	0	0	0 0.0%	0	
RECHARGES		(52)	(43)	0	43	(52)	0 0.0%	0	
OTHER INCOME		0	0	0	0	0	0 0.0%	0	
TOTAL INCOME		(107)	(89)	0	89	(107)	(0) 0.3%	(0)	
NET EXPENDITURE		863	719	719	(0)	844	(19) (2.2)%	(39)	

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	CHANGE
£'000	£'000

31	11
----	----

Property Costs

No significant variance from budget is forecast for this item.

0	0
---	---

Administration Costs

Savings are forecast in expenditure on stationery and courses.

(37)	(34)
------	------

Transport Costs

No significant variance from budget is forecast for this item.

3	0
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Supplies and Services

Savings are forecast in a number of items of expenditure.

(15)	(16)
------	------

Income

No significant variance from budget is forecast for this item.

(0)	(0)
-----	-----

(19)	(39)
------	------

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Capital Monitoring – Enterprise, Planning & Infrastructure Projects
REPORT NUMBER:	EPI/13/148

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 January is £23.046 million.

Appendix A shows a breakdown by project of spend to date and applicable supporting information.

An update on the capital position will be reported to this Committee on 3 June 2014.

6. IMPACT

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

Public - This report will be of interest to the public as it outlines the Council's capital spending to date on Enterprise, Planning & Infrastructure projects.

7. BACKGROUND PAPERS

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

8. REPORT AUTHOR DETAILS

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

Project Description	Revised Budget 2013/14	Spend to January 2013	Profiled out-turn 2013/14	Five year budget '13-'18	Legal Commitments	Profiled out-turn 2013-18
	£'000	£'000	£'000	£'000	£'000	£'000
Corp Property Condition & Suitability Programme	10,075	4,618	5,968	39,675	2,430	39,675
Cycling Walking Safer Streets Grant	232	72	232	573	17	573
Access From the North	5,293	1,448	1,667	15,473	50	15,062
Western Peripheral Route	4,945	7,135	7,335	7,345	0	9,035
Corporate Office Accommodation	1,000	302	352	1,000	50	1,000
NESTRANS - Capital Grant	882	882	882	6,062	882	6,062
Fleet Replacement	3,000	1,804	3,004	15,000	2,000	15,000
Planned Renewal & Replacement of Road Infrastructure	4,224	2,959	4,224	19,883	466	19,883
Land Acquisition - Contingency	554	0	0	554	0	0
Hydrogen Buses	7,000	1,954	7,000	11,000	5,046	11,000
City Broadband	1,949	72	72	1,949	0	2,022
St. Nicholas House Demolition	2,713	1,170	2,062	2,713	1,543	2,712
South College Street	1,400	2	5	5,500	0	5,505
Berryden Corridor	250	99	103	5,550	0	12,553
Union Street Pedestrianisation	265	88	137	9,000	40	9,037
A96 Park & Choose / Dyce Drive Link Road	100	442	702	15,200	50	15,162
Totals	43,882	23,046	33,744	156,477	12,574	164,280

- The Condition & Suitability Programme now has a combined spend and commitment of over £7 million. A significant amount of refurbishment works will be taking place in schools across the summer in 2014/15.
- Access from the North's maximum project outturn for 2013/14 is £2 million. The minimum projected outturn is £1.5 million. The difference between the spend profile outturn and the maximum projected is primarily due to land purchase costs which the budget holder expect will be incurred in 2014/15 but there is a low possibility that this could slip into March 2013/14.
- Following Reconciliation with Transport Scotland, the Councils share of preparation works for the Western Peripheral Route has been confirmed as £7.135 million to the end of January. £1.7 million is expected to following February.
- Corporate Office Accommodation budget has now completed relocation of Education, Culture & Sport staff to Frederick Street. Refurbishment of the Old Town House will be complete by the end of this financial year. Remaining projects for Chief Executive's new office and improved security at Marischal College will be initiated next financial year.
- It is anticipated that over £3 million will be spent on fleet replacement this financial year.
- St Nicholas House Demolition has been delayed with the discovery of asbestos in a number of window frames. The anticipated completion date is August 2014, however this will not have any impact on the Marischal Square development.
- Berryden Corridor's maximum project outturn for 2013/14 is £250,000. The minimum projected outturn is £100,000. The difference between the spend profile figure and the maximum figure is due to the possibility that the purchase of a flat would occur in 2013/14, however, it is unlikely that this will happen this financial year.
- The A96 Park & Choose / Dyce Drive Link Road's maximum project outturn for 2013/14 is £750,000. The minimum projected outturn is £580,000. The difference between the spend profile figure and the minimum figure is due to expenditure on utilities that are expected in 2013/14 but may overrun into 2014/15.

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Twinning & International Partnerships
REPORT NUMBER:	EPI/14/010

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) £7,000 contribution towards the commissioning and performance of two new works to commemorate the outbreak of World War One performed by local musicians from Clermont-Ferrand at the Sound Music Festival on the 24th October and in Clermont-Ferrand on the 10th November 2014.

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 March 2014	£29,011
i.	Contribution towards the commissioning and performance of two new works to commemorate the outbreak of World War One performed by local musicians from Clermont-Ferrand at the Sound Music Festival on the 24 th October and in Clermont-Ferrand on the 10 th November 2014.	£7,000
	TOTAL	£7,000
	Amount remaining in budget if recommendations approved:	£22,011

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 commissioning and performance of two new works to commemorate the outbreak of World War One performed by local musicians from Clermont-Ferrand at the Sound Music Festival on the 24th October and in Clermont-Ferrand on the 10th November 2014.**

As part of the commemorative events for the outbreak of World War One, the Sound Festival and its partner festival, *Musiques Demesurees* will commission two new works, one by Scottish Composer William Sweeney and the other by French composer Laurent Cuniot. These works will be 10-15 minutes each and will be performed by the combined forces of the Orchestre d'Auvergne (string orchestra from Clermont-Ferrand) and Scotland's Red Note Ensemble (in all 33 musicians).

Laurent Cuniot's work will seek inspiration from the perspective of a soldier going over the top, and Bill Sweeney's from the psychological after-effects of war on ex-soldiers and their families.

The works will be rehearsed in Scotland prior to the world premiere in Aberdeen at the Sound Festival on the 24th October 2014 and will then be performed in Clermont-Ferrand on the 10th November 2014.

This is the first joint activity of the two festivals, and follows on from a visit by Sound to Musiques Demesurees in November 2013. The two festivals, the two orchestras and the two composers will work closely together in the realisation of this project, which will be the first in a series of joint projects between the two festivals.

A full break-down of costs has been given below.

Expenditure	
Performance fee Orchestre d'Auvergne	£2,666
Per diems Orchestre d'Auvergne	£3,096
Accomodation Aberdeen	£5,200
Local transport (transfers)	£800
Venues Aberdeen (inc rehearsal venue)	£2,600
Percussion hire/transport	£1,000
Marketing	£800
50% of admin costs	£500
Contingency (approx. 8%)	£1,368
Total	£18,030
Income	
Estimated ticket sales	£2,000
Contribution by Participants Sound Festival	£3,000
Other sources of income	£6,030
Total	£11,030

Expenditure-Income	£18,030 -11,030
Total Applying For	£7,000

6. IMPACT

Aberdeen – the Smarter City

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

Smarter Living (Quality of Life)

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

Smarter Economy (Competitiveness)

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

Community Plan

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

Promoting and supporting international exchanges, involving various communities of interest, significantly contributes to Aberdeen City Council Vision as outlined above and to the actions of the Single Outcome Agreement. The outlined twinning projects also align with the cultural strategy vision as it allows for improved communication of cultural opportunities, helps with changing the perception of the city, to develop a stronger cultural identity and to have increased levels of effective partnership working.

Aberdeen's twin city partnership initiatives:

- Foster international understanding and friendship and an appreciation of cultural diversity
- Provide Aberdeen's citizens with an awareness of, and insight into, international issues and perspectives and their impact on Aberdeen and Scotland

- Promote the image and raise the profile of the city overseas; and
- Provide a forum for the exchange of knowledge, expertise, skills, ideas and best practice in any given field.

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

Human Rights, Equalities and Diversity: Aberdeen City Council has in place a range of statutory and discretionary plans, schemes and policies to promote equality. Officers endeavour to target groups and communities which have not previously had experience of international visits or exchanges, or have been under-represented in twin city activities. Applicants complete an equal opportunities monitoring form as part of the application process.

7. BACKGROUND PAPERS

None used

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Strategic Planning and Infrastructure Committee
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	The Scottish Cities Alliance -Delivering Scotland's Cities Strategy
REPORT NUMBER:	EPI/14/038

1 PURPOSE OF REPORT

This report provides an update to committee as to how the Scottish Cities Alliance (SCA) in its second year has been progressing in delivering Scotland's Cities Strategy, 'Scotland Cities Delivering for Scotland' (The Cities Strategy).

2 RECOMMENDATION(S)

It is recommended that the Committee -

- a. Notes this paper, and
- b. Approves that officers and elected members continue to support the activities of the Scottish Cities Alliance.
- c. Approves further three year funding of £15,000 per calendar year to 2018.

3 FINANCIAL IMPLICATIONS

- 3.1 The Scottish Government has allocated £7 million fund aimed at promoting economic growth in Scotland's cities as part of its Cities Strategy. The funds have been applied to collaborative programmes to deliver outcomes which are consistent to the Cities. The major funded projects have been focussed on Scottish Cities' investment and creating the conditions for investment.
- 3.2 Aberdeen City Council (ACC) has led on the Scottish Cities Hydrogen Economy Strategy receiving in the region of £50,000 in the 2013-2014 financial year and will receive a budget of £68,000 to host a one year fixed term G14 Project Manager to deliver the Scottish Cities Alliance (SCA) Hydrogen Strategy and coordinate the SCA's collaborative Hydrogen Feasibility Study

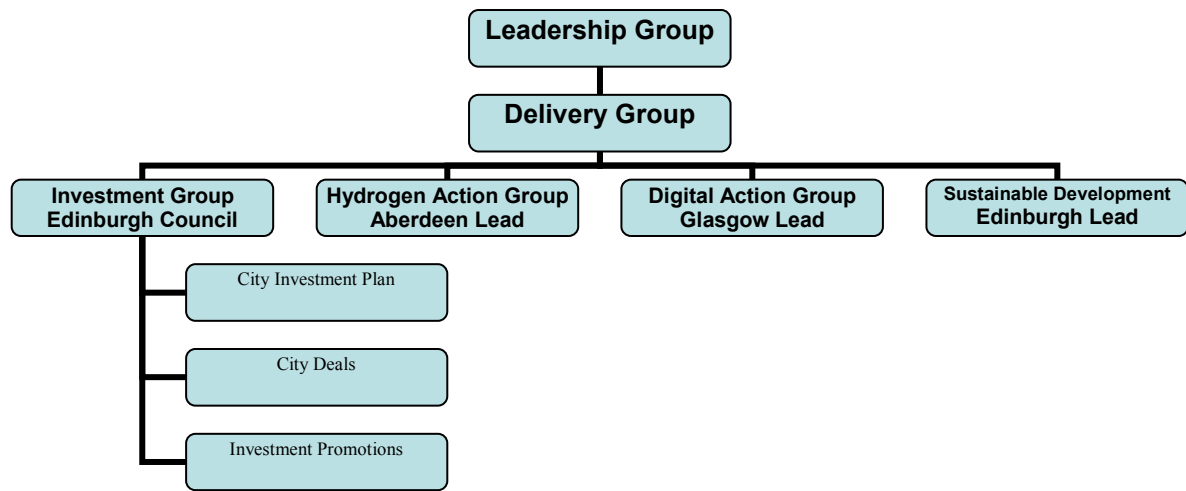
with the Fuel Cells and Hydrogen Joint Undertakings (FCH JU) for a year.

4 OTHER IMPLICATIONS

- 4.1 The Cities Strategy recognises the contribution of cities and their regions to deliver the Scottish Government's Economic Strategy. The Cities Strategy is consistent with current Council policy and priorities. The Cities Strategy supports the priorities within Aberdeen City's Single Outcome Agreement, in particular, the potential to: anchor the oil and gas industry in Aberdeen; Diversify Aberdeen's economy; ensure high quality business locations and support the attraction and the retention of skilled workers.
- 4.2 Similarly, the fund also supports the Council's Smarter Aberdeen Administration policy, in particular by focusing on connectivity, people, skills, investment, infrastructure and advancing innovation in our green energy credentials.
- 4.3 The work with the SCA supports the delivery of ACC's Strategic Infrastructure Plan.

5 MAIN ISSUES

- 5.1 On 31 January 2013 this Committee agreed an annual contribution of £15,000 for three years in order to deliver Scotland's Cities Strategy, 'Scotland Cities Delivering for Scotland' through the SCA. The collaboration has seen the development of the SCA's delivery plan.
- 5.2 The SCA's governance structure as outlined below consists of a Leadership Group whose members are the Council leaders and Chief Executives of each City Council and the Depute First Minister. The Cities Delivery Group consists of officers from each city, Scottish Government, Scottish Council for Development and Industry (SCDI) and the Director and Secretary of the Scottish Cities Alliance. Action Groups have been established to deliver identified projects. Supporting the SCA is the Scottish Knowledge Centre which is funded and resourced by both Glasgow University and Saint Andrew's University. The Scottish Knowledge Centre aims to act as an expert advisory resource to the Scottish Cities Alliance providing robust academic research and development. The SCKC is to be funded by SCA for specific evidenced based research relevant to the SCA's priorities.



SCA Governance structure

- 5.3 The SCA is undertaking a review of its second year of work on 3 February 2014. This coincides with the recent appointment of its new Strategic Director, Stewart Carruth who will lead the next phase of the SCA’s collaboration.
- 5.4 The second year has been successful and many lessons have been learned. The SCA has begun to deliver on its strategic implementation plan that builds on these successes whilst undertaking collaborative events and projects to attract investment into our cities and their regions. The implementation plan will have three elements which are attracting investment; creating the conditions and research and development initiatives.
- 5.5 Attracting Investment- builds on the work of the City Investment Programme, in particular, innovative financial instruments and identifying priority investments. The SCA has followed ACC’s lead with five of the seven cities undertaking City Investment Plans in a similar way to ACC’s Strategic infrastructure Plan. The investment work stream, led by the City of Edinburgh Council, has undertaken a considerable amount of work with investment promotion including taking a collaborative offer to MIPIM (The International Real Estate Show). The Investment stream also includes a work stream involving City Deals being led by Glasgow.
- 5.6 Creating the conditions for economic growth builds on the projects developed in the past year to ensure cities have the type of infrastructure which are important to retain and attract inward investment.
- 5.7 ACC leads the Hydrogen Action Group which has delivered the SCA Hydrogen Economy Strategy. It has been agreed by the SCA that ACC

will lead the further work on the Hydrogen Strategy which will be funded for a year. This will cover the coordination of the SCA Hydrogen Fuel Cell Buses Commercialisation Project which is fully funded by the FCH JU. This committee has already approved ACC's participation in this. The Scottish Collaboration involves all cities, all Road Transport Partnership, Transport Scotland and Scottish Government. A Memorandum of Understanding and Terms of reference for each city will need to be signed with the FCH JU. ACC has been given a budget to fund a post and cover travel and other project expenses.

- 5.8 Sustainable Development is the other action group. It is funding a mini Stern Review for each city. This will provide for each city the economic impact of undertaking low carbon projects. A review of this work stream is currently being undertaken as the SCA wishes to ensure that these projects can demonstrate direct economic impact. Much of the projects to date have been on initiatives already undertaken by ACC.
- 5.9 The Digital Action Group has been supportive to the work being undertaken as part of Accelerate Aberdeen. Because Accelerate Aberdeen is being implemented ACC is not currently participating in this initiative as it had done in the past. It is noteworthy that the Action Team has helped ACC with information sharing for the various procurements that will be required.
- 5.10 ACC is also leading on the Nordic Horizon's initiative which has various Nordic experts sharing their expertise. ACC will host the next SCA Delivery Group on 19 March 2013 with a guest speaker from the Nordic Horizons. This also coincides with the Scottish Knowledge Centre's event on 18 March 2014.
- 5.11 The work delivered by the Scottish Knowledge Centre has some successful initiatives in year one, particularly the strategic road map which has facilitated better engagement across the cities.

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.

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

7 BACKGROUND PAPERS

'Scotland Cities Delivering for Scotland' 2011

8 REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Roads and Transport Related Capital Budget Programme 2014-2015
REPORT NUMBER:	EPI/14/030

1 PURPOSE OF THE REPORT

This report brings together the proposed roads and transportation programme from the approved Capital budgets for 2014/15. This is presented as a provisional programme. Members are asked to approve the specific schemes where detailed and the budget headings for the remainder. In addition provisional programmes for 2015/16 and 2016/17 are also included where possible. This report should be read in conjunction with Report EPI/14/031

2 RECOMMENDATIONS

1. The Committee approves the schemes listed in the Appendices as the detailed proposals for expenditure within budget headings.
2. Instruct appropriate officials to implement the detailed programme.
3. (i) Authorises the Director of Enterprise, Planning and Infrastructure, the Head of Asset Management & Operations and the General Manager – Operations, in connection with the Programme, to undertake or instruct tendering procedures or competitive quotes procedures as appropriate and the awarding of contracts following thereon, subject to the necessary funding being available in the approved Non-Housing Capital Budget and

(ii) exempts all such procedures and contracts from Standing Order 1(3) of the Council's Standing Orders relating to Contracts and Procurement"
4. Where traffic legislation is necessary, to approve the proposals in principle and instruct the appropriate officials to progress the necessary legal procedures.

Where no significant objections have been received at the statutory consultation or public advertisement stages to instruct the appropriate

officials to implement the scheme, otherwise these would be reported back to future committee.

- 5 Grant approval to appropriate officers to award contracts on receipt of a valid tender submission subject to necessary funding in the approved revenue and capital budgets

3. FINANCIAL IMPLICATIONS

Expenditure will be in accordance with the Council's approved Capital budgets for 2014 - 2015.

4. SERVICE & COMMUNITY IMPACT

This report has no direct implications in relation to Equalities & Human Rights Impact Assessment.

The implementation of the programme will assist roads and footways within the City being maintained to an acceptable standard thus reducing the risk of injury to members of the public.

The proposals are in line with our Transportation Strategy to provide safe crossing, cycling and walking facilities and reduce traffic speeds thereby contributing to accident reduction across the City and improve safety for all road users.

Aberdeen – the Smarter City

We will promote Aberdeen as a great place to live, bring up a family, do business and visit.

We will provide and promote a sustainable transport system, including cycling, which reduces our carbon emissions

Single Outcome Agreement, National Outcomes 5, 6, 10, 12, & 14

5. OTHER IMPLICATIONS

There are risks in promoting Traffic Regulation Orders due to possible public objection and this may delay some of the proposed schemes.

6. REPORT

This report brings together, for members' information, the proposed programme for Capital Funding spend for both Roads and Transportation for 2014/2015 together with provisional reserve list programme for 2015/2016.

The provisional reserve programme for 2015/2016 will allow substitution of schemes should it not be possible to implement any of the proposed 2014/2015 schemes.

The appendices set out the proposed programme of works which will be funded through the approved Capital budgets of the Council together with linkages to the community action plans

Estimated Costs for the individual proposed works are included in the Confidential Report

Traffic Lights and Pedestrian Crossing: A Capital budget of **£450,000** has been allocated to allow the continued upgrade of the systems across Aberdeen, corridor delays are reduced by the upgrading of these outdated systems ensuring that there are no delays in obtaining outdated parts. This proposed programme of works and reserve programme are set out in **Appendix A**

Lighting Improvements: Planned lighting improvements have been allocated a capital budget of **£300,000**. More work is able to be programmed by using materials purchase in 2012/13 The budget will be used, in the majority, for the replacement of lighting columns that have been identified as potentially dangerous or beyond their design life. All new street lights are being designed with energy reduction being a major consideration this reduces the energy bill and also lowers Aberdeen City Council's carbon footprint. Proposed programme and reserve programme for Street Lighting are in **Appendix B and C**.

Cycling Walking Safer Streets: A grant of **£341,000** has been awarded by the Scottish Government for Cycling Walking Safer Streets (CWSS) projects in Aberdeen. The programme for these works are detailed in **Appendix D** and will provide significant road safety benefits in an effort to achieve accident reduction as well as reduce the number and severity of injuries sustained in road traffic accidents across the city. All schemes will be implemented as soon as possible subject to the successful promotion of any required legislation. A requirement for this budget is that the spend on cycling schemes should be a minimum of 36% of the grant.

Road Safety Schemes: Included in CWSS Budget

Footway Resurfacing: A budget of **£508,000** has been allocated for footway resurfacing. The programme has been formulated on the basis of detailed surveys and targeted at footways categorised as being in a bad or poor condition. The condition of sections of footway included in the programme are shown in the report under **Assessed Condition**, in order to maintain a standard level of comparison all footways have been assessed by the same person The detailed programme is set out in **Appendix E**. A Reserve programme is given in **Appendix F**

Carriageway Resurfacing: The Capital carriageway resurfacing programme has been allocated a budget of **£1,812,000**. The programme is generally prepared on the basis of the results of the road condition surveys of the existing infrastructure. The detailed programme is set out in **Appendix G**. A Reserve Programme is given in **Appendix H**.

Appendix M is the table showing the Road Condition Index(RCI) for the cities roads for the period 2012-2014, **Appendix N** is copy of the table showing the RCI for all Councils across Scotland with **Appendix O** showing Aberdeen City's position against the other 32 Scottish Local Authorities.

The condition of sections of carriageway included in the programme are shown in the report under **Assessed Condition**, in order to maintain a standard level of comparison all roads surfaces have been assessed to the same criteria. Due to the severity of the weather from the floods in August and December along with the continued rain, snow and extremely low temperatures from October through to present many road surfaces have suffered significant deterioration since the Road Condition Survey was carried out require staff to currently reassess all roads, this reassessment could necessitate changes to the proposed programme during the financial year.

Drainage: A Capital Budget of **£90,000** has been allocated for the Drainage works, this programme is shown in **Appendix J**

Road Sign Replacement: A Capital Budget of **£29,000** has been allocated for the Road Sign Replacement Programme.

Weak & Major Bridge Repairs: A Capital Budget of **£20,000** has been allocated for Weak Bridge Repairs and **£-----** Major Bridge Works.

Flood Prevention Schemes: A Capital Budget of **£100,000** has been allocated for Flood Prevention Schemes.

The allocation to these monies is shown in **Appendix K** but as yet no programme of works has defined.

Appendix L is a summary of the proposed allocated spend

7. REPORT AUTHOR DETAILS

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Appendix A

ITS Unit 2014/15 Traffic Signal Refurbishment Programme

No	Site	Installation	Type	Estimated Cost
1	Union Terrace / Rosemount Viaduct	Refurb'	Junction	
2	St Machar Drive/West of King Street	Refurb'	Pelican	
3	Wellington Road / Polworth Road	Refurb'	Pelican	
4	Albyn Place/ Rubislaw	Refurb'	Pelican	
5	Albert Stree/ Whitehall Place	Refurb'	Pelican	
6	Beach Boulevard/ East North Street / Commerce Street	Refurb'	Pelican	
7	King Street / Seaforth Road	Refurb'	Junction	
8	Fibre Optic Network Installation			
		Total Refurbishment Programme		£450,000

ITS Unit 2014/15 Traffic Signal Refurbishment Programme Reserve List

No	Site	Installation	Type	Estimated Cost
1	Union Grove/ St Swithin Street	Refurb'	Junction	
2	Gt Northern Road/ Barron Street	Refurb'	Pelican	
3	Gt Southern Road / Hardgate	Refurb'	Dual Pelican	
		Total Reserve Programme		

Appendix B

Proposed Capital Lighting Programme 2014/15

Scheme	Comments	Estimate
<u>8/10 m Height</u>		
Denmore Rd	whole length - replacement of remainder of steel poles (16)	
Belmont Road to be done with Liners	whole street - 2No cols	
Great Western Rd - Ph 1 (Holburn St to Rd)	Holburn St to Holburn Rd (16No cols)	
Ferryhill Terrace	whole street - 4No cols	
	8/10m Total	£65,000

Scheme	Comments	Estimate
<u>5/6 m Height</u>		
Birkhall Area - Phase 1	replacement of corroded columns faulty underground cable network	
St Ronan Area, Peterculter - Ph 1	replacement of corroded columns - 18 x St Ronan	
Binghill Rd W	replacement of corroded columns	
Doolie Ness & Marchmont St Area Phase 1	replacement of corroded columns with folding x 16	
Wagley Parade, Newhills Area Phase 1	replacement of corroded columns with folding	
Hamilton Lane	replacement of corroded columns and remove overhead cables for underground	
Devanha Lane	replacement of corroded columns with folding	
Footways / Resurfacing Contract		
Westholme Area PH1	replacement of corroded columns - 12	
Spital Walk	replacement of underground cable network	
	5/6m Total	£235,000

8/10m Total	£65,000
5/6m Total	£235,000
Total	£300,000

Appendix C

Proposed Lighting Reserve Capital Programme 2014/15

Scheme	Comments	Estimate
<u>8/10 m Height</u>		
	8/10m Total	£0
<u>5/6 m Height</u>		
Davan Park Area	road columns omitted from last year 20No	
Pittengullies Area, Peterculter	replacement of corroded columns - 24	
Doolie Ness & Marchmont St Area Phase 2	replacement of corroded columns with folding x 36	
Westholme Area - Ph2	replacement of corroded columns - 13	
Birkhall Area - Phase 2	replacement of corroded columns faulty underground cable network	
Spital Walk	replacement of underground cable network	
St Ronan Area, Peterculter Ph 2	replacement of corroded columns - 18 x St Ronan	
	5/6m Total	£245,000
Energy/Carbon Savings		
Replacement of inefficient lanterns		£55,000
	Energy Total	£55,000
	Reserve Total	£300,000

Appendix D

Road Safety Programme

CWSS Capital Grant

Location / Proposal	Description of Work	Estimated Expenditure/ Budget
Small scale improvements to pedestrian crossings / disabled crossing points/ Dropped kerbs and pedestrian Guard rails	Various locations city wide	
Publicity – Promotion of Bike Week / Cycle Map / Green Transport Week	City Wide	
Cycle facilities/Links /Parking/Lining	Various schemes city wide to be progressed following discussion with the Cycle Forum. Schemes may require legislative support and the promotion of Traffic Regulation Orders . A minimum of 36% of the grant to be expended on cycle initiatives.	
Small scale improvements for signing and lining, installation of bollards and new works associated with traffic management and road safety.	Schemes at various city wide with local members appraised of proposals as progressed	
Route Action work on various rural routes and city wide locations . Schemes to be based on findings of the annual accident scan.	Pedestrian and child safety prioritised together with speed reduction and driver safety.	
Publicity in relation to Road Safety Campaigns and Community Safety	Campaigns identified through the Roads Safety working group of the Community Safety Partnership.	
Review and publication of the Road Safety Plan	Plan to be developed in partnership with partner organisations.	
Implementation of new / improvements to existing footway and crossing facilities	City wide schemes	
	Total	£341,000

Appendix E

Capital Footway Resurfacing List 2014-2015

Name of Road	Location & Description of Works	Assessed Condition	Estimated Cost
VARIOUS SITES	Tree Removals and Footway Reinstatements	10	
VARIOUS SITES	Small capital schemes individually under £10000 in value - both bitmac and slabbed/pavoi locations	10	
VARIOUS SITES	Grind tree stumps and reinstate footway in bitmac or slabs	10	
ROSEMOUNT PLACE	Intermittent Sections on North Side from Watson St to View Terrace.(Watson St to Traffic Lights / Traffic Lights to Loanhead Terrace / Loanhead Terrace to opposite Short Loanings and lane to View Terrace) Replace flat granite kerbs with concrete kerbs/relay upright stone kerbs and resurface footwaywith slabs.Instal bollards.	10	
HOLBURN STREET	West Side from 452 to 458.Relay stone kerbs and resurface footway in concrete slabs.Instal bollards.	10	
UNIVERSITY ROAD	South Side from No 7 to University Road.Relay stone kerbs and resurface footway with slabs.	10	
BEECHGROVE TERRACE	South Side from No 5 to No 13.Relay stone kerbs and resurface footway with slabs.Instal bollards.	10	
KING STREET	West Side from No 11 to No 27.Relay stone kerbs and resurface footway with slabs.Instal bollards.	10	
FORBESFIELD ROAD	West Side from No 9 to No 37.Relay stone kerbs and resurface footway with slabs.	10	
STRATHMORE DRIVE	West Side from No 17 to Gadie Crescent.Renew K14 kerbs and resurface remote footway in bitmac.	10	
BEECHWOOD ROAD	North Side from No 146 Cornhill Terrace to opposite No 19. Renew kerbs and resurface footway in bitmac including removal of tree roots from Elm Tree in School	10	
WILLOWPARK CRESCENT	West Side from Willowpark Place to side of 23/25.Renew kerbs and resurface footway in bitmac.	10	
GEORGE STREET	West Side from 665/667 to Calsayseat Road.Relay stone kerbs and resurface footway in bitmac.	10	
Current Footway List Total			£508,000

**Appendix F
Footway Reserve List 2013-2014**

Capital Footway Resurfacing Reserve List 2014-2015

Name of Road	Location & Description of Works	Assessed Condition	Estimated Cost
VARIOUS SITES	Tree Removals and Footway Reinstatements	10	
VARIOUS SITES	Small capital schemes individually under £10000 in value - both bitmac and slabbed/pavior locations	10	
VARIOUS SITES	Grind tree stumps and reinstate footway in bitmac or slabs	10	
GRAY STREET	Phase 5 from No 21 to No 31. Relay stone kerbs and resurface footway in precast concrete slabs.	10	
MURRAY TERRACE	Phase 5 South Side from Polmuir Rd to opposite Bright St.(No 23/25) Relay stone kerbs and resurface footway in concrete slabs.	10	
HOLBURN STREET	East Side.Entance to Talisman Oil to Holburn Bar excluding section recently completed outside Tesco Express.Relay stone kerbs and resurface footway with precast concrete slabs.Instal bollards.	10	
WILLOWPARK CRESCENT	South Side from Willowpark Road to opposite 136.Renew kerbs and resurface footway in bitmac.	10	
BON ACCORD STREET	East Side from Union Street to Langstane Place. Resurface footway with precast concrete slabs.Instal bollards.	10	
DOMINIES ROAD	North Side from No 4 to Car Park entrance and short section o/s No 1.	10	
HARLAW ROAD	North Side from Queens Lane South to Forest Avenue	10	
STRATHMORE DRIVE	West Side from No 17 to Gadie Crescent.Renew kerbs and resurface footway in bitmac.	9	
BRIGHTON PLACE	West Side from No 33 - No 47.Relay stone kerbs and resurface footway with slabs	9	
PROVOST FRASER DRIVE	South Side from opposite No 12 to Upper Mastrick Way.Resurface sections of remote footway in bitmac.(Sections 8m, 176m, 105m and 48m long)	9	
HALLFIELD ROAD	North side, Springhill Road to Hallfield Crescent. Renew kerb and resurface footway with bitmac.	9	
MANOR WALK	West and North Side from Manor Avenue to opposite 17.Relay stone kerbs and replace slabs with bitmac.	9	
DUNBAR STREET	West Side from 59 to 73. Resurface footway with precast concrete slabs.Instal bollards.	9	
RICHMONDHILL PLACE	East Side from Kingsgate to opposite 21. Relay stone kerbs and resurface footways in PC Slabs.Remove mature trees.	9	
GREAT NORTHERN ROAD	South Side.Sections outside Lloyds Pharmacy(451) and Iceland.Resurface footway with bitmac.	9	
CAIRNWELL DRIVE	West Side from Birkhall Place to Cairnwell Avenue including remote loop.Renew kerbs and resurface footway with bitmac.	9	
WINDFORD ROAD	North Side Renew kerbs and resurface footway in bitmac	9	

Appendix F (Cont)
Footway Reserve List 2014-2015

Name of Road	Location and Description of Works	Assessed Condition	Estimated Cost
MANOR WALK	West and North Side from opposite 17 to Manor Drive. Relay stone kerbs and replace slabs with bitmac.	9	
WALKER ROAD	West Side from Grampian Place to Polwarth Road. Relay stone kerbs and resurface footway in bitmac.	9	
FERNHILL ROAD	North Side from no 16 (end of loop) to Fernhill Drive. Renew kerbs and resurface footway in bitmac.	9	
ASHGROVE PLACE	South Side from No 2 to No 12. Renew kerbs and resurface footway with bitmac.	9	
MOIR DRIVE	1 - 17/19 Moir Drive. Renew kerbs and resurface footway with bitmac.	9	
Current Condition 9 &10 Footway Reserve List Total			£957,324

Appendix G

Capital Works Resurfacing List 2014-2015

Name of Road	Location & Description of Works		Assessed Condition	Estimated Cost
Riverside Drive	Polmuir Road Junction Resurface Carriageway	2013	Red	
Riverside Drive	Riverside House Junction Resurface Carriageway	2013	Red	
Great Northern Road	Northbound approach to Haudigan Roundabout Left Turn Lane Resurface Carriageway	2013 Visual	Red	
Rosemount Viaduct	Junction with Union Terrace Resurface Carriageway	2013	Red	
Great Southern Road	Roundabout at Whinhill Road Resurface Carriageway	2013 Visual	Red	
Great Southern Road	Whinhill Road to Murray Terrace Southbound Resurface Carriageway	2013	Red	
Bon Accord Street	Caledonia Place to Springbank Terrace Resurface Carriageway	2013	Red	
Redmoss Road	From Speed Limit Sign to past Parkhead Farm Resurface Carriageway	2013 Visual	Red	
Summerhill Drive	Summerhill Road to Stronsay Place Resurface Carriageway	2013 Visual	Red	
Albert Street / Waverley Place	Carden Place to Victoria Street Resurface Carriageway	2013	Red	
Newhills Avenue	Dykeside Way (LP15) to Kepplehills Road Resurface Carriageway	2011	Red	
Kingswalk	Kepplehills Road to Kingsway Structural Carriageway Repairs	2013 Visual	Red	
Marischal Gardens	Marlpool Place to Netherhills Avenue Structural Carriageway Repairs	2011	Red	
Wingate Place	Wingate Road to Bradley Terrace Resurface Carriageway	2013	Red	
Bradley Terrace	Wingate Place to Tedder Road Resurface Carriageway	2013	Red	
Beach Boulevard	Beach Ballroom. Road Realignment Consultation and Design	2012	Red	
Various Locations	Structural carriageway repairs at Junctions	N/A		
Countesswells Road	Mains of Countesswells Eastwards Resurface Carriageway	2013	Red	
Westburn Road	Junction of Raeden Park Road. Resurface Carriageway	2012	Red	
Newton Road, Middlefield	Fowler Avenue to Clark Street Resurface Carriageway	2013	Red	
Cairngorm Place	Cairngorm Drive to Cairnvale Crescent Resurface Carriageway	2013 Visual	Red	

Name of Road	Location & Description of Works		Assessed Condition	Estimated Cost
Faulds Row	Kincorth Circle To Provost Watt Drive Resurface Carriageway	2011	Red	
Cove Village	Access to village from Cove Road over Railway Bridge Resurface Carriageway	2011	Red	
Coast Road	South of Treatment Works to Traffic Lights at Railway Bridge Resurface Carriageway	2013 Visual	Red	
Riverside Drive	Duthie Park (LP32 to LP23) Resurface Carriageway	2013	Red	
Malcolm Road	Speed limit sign to No 98 Resurface Carriageway	2013	Red	
Lang Stracht	Anderson Drive towards Summerhill Road Resurface Carriageway	2013	Red	
Provost Rust Drive	North of Manor Avenue to Fowler Avenue Resurface Carriageway	2012	Red	
Trinity Quay	Pedestrian crossing to Market Street. Resurface Carriageway	2012	Red	
Station Road Dyce	Resurface Carriageway	2013 Visual	Red	
Allison Close	Resurface Carriageway	2012	Red	
Woodside Road	The Parkway to Denmore Road (West section). Resurface carriageway	2012	Red	
Crown Street	Wellington Place to Marywell Street Resurface Carriageway	2013	Red	
Ladyhill Road	Baillieswells Road to Kirk Brae Resurface Carriageway	2013	Red	
Don Street Woodside	Gordons Mills Road to No 78 Resurface Carriageway	2013	Red	
Laurel Braes	Laurel Park to Laurel Place Resurface Carriageway	2013 Visual	Red	
Morningfield Road	Forest Road to No. 40. Resurface Carriageway	2012	Red	
Victoria Road	South Esplanade to Menzies Road. Resurface carriageway	2011	Red	
Victoria Road	Menzies Road Junction. Resurface carriageway	2012	Red	
Strategic Bus Stops	Reinforce bus stops at key locations.	N/A		
				£1,812,000

Appendix H
Capital Works Resurfacing Reserve List 2014-2015

Name of Road	Location & Description of Works		Assessed Condition	Estimated Cost
Malcolm Road	Speed limit sign to Contlaw Road. Resurface carriageway	2013	Red	
Regent Walk	King Street to Golf Road Resurface Carriageway	2013	Red	
Commerce Street	Virginia Street Junction Resurface Carriageway	2011	Red	
Tedder Road	St Machar Drive to Harris Drive Resurface Carriageway	2013	Red	
Russell Road	North Esplanade West to Poynerook Road Resurface Carriageway	2013	Red	
Tollohill Square	Cairngorm Drive to Caiesdykes Road Resurface Carriageway	2013	Visual Inspection	
Bishopsloch Row	Netherview Avenue to School Access Resurface Carriageway	2013	Visual Inspection	
Mansefield Road	Sinclair Road to Victoria Road Resurface Carriageway	2013	Visual Inspection	
Ruthrieston Road	Cul-de-sac to Ruthrieston Crescent Resurface Carriageway	2013	Visual Inspection	
Hilton Avenue	No 150 to Rosehill Drive Resurface Carriageway	2013	Red	
Skene Road	Westbound Kingswells House to Backill of Brodiach Resurface carriageway	2013	Red	
Skene Road	Eastbound 5 Mile Garage to Kingswells House Resurface Carriageway	2013	Red	
Skene Road	Westbound Brodiach Road to Westhill Roundabout Resurface carriageway	2013	Red	
Wellington Road	Northbound Soutarhead Road to Wellington Hotel Resurface carriageway	2013	Red	
Balloch Way	Resurface Carriageway Riverview Drive to Netherview Avenue	2013	Red	
Fraser Place	George Street to Causewayend Resurface Carriageway	2013	Red	
Pittodrie Street	Golf Road to King Street Resurface Carriageway	2011	Red	
Primrosehill Gardens	Clifton Road to Primrosehill Drive Resurface Carriageway	2013	Visual Inspection	
Craigshaw Drive	Craigshaw Road Road to Craigshaw Street. Resurface carriageway	2013	Red	
Market Street	Commercial Quay to North Esplanade. Resurface carriageway.	2013	Red	
Market Street	Junction Virginia Street. Resurface Carriageway	2013	Red	
Beach Boulevard	Beach Ballroom Road Re-align and Carriageway Resurfacing	2012	Red	

Capital Works Resurfacing Reserve List 2014-2015 Cont

Name of Road	Location & Description of Works		Assessed Condition	Estimated Cost
Cove Road/ Loirston Road	Lampost No.3 to Redwood Crescent. Resurface carriageway	2012	Red	
Riverview Drive	East of Overton Circle to Asda Junction at Netherview Avenue Resurface Carriageway	2008	Red	
Westburn Road	Junction of Argyll Place. Resurface carriageway	2013	Red	
Dyce Drive	Various locations. Structural carriageway repairs	2011	Red	
Kirkton Avenue	Lamp Post 6 to Pitmedden Road.	2012	Red	
Netherview Avenue	Balloch Way/Princess Drive to Berrywell Walk Resurface Carriageway	2005	Red	
				£1,971,000

Appendix J

Capital Works Drainage Programme 2014-2015

Name of Road	Location & Description of Works	Estimated Cost
Great Southern Road	Provost Watt Drive to Bridge of Dee. Drainage improvement.	
Great Southern Road	Provost Watt Drive Junction. Drainage improvement.	
Coast Road	2 Locations at Cove Drainage Improvements	
Powis Terrace	Adjacent to Railway Install New Drainage	
Pitmedden Road	Drainage Improvement Near Recycling Centre	
King Street	Lidl. Slow running gully	
North Deeside Road	Millside Junction Drainage Improvement	
Various	Unallocated to Resolve Serious Flooding Issues Arising	
Various	Replacement of Gullies	
Redmoss Road	Near Nature Reserve drainage Improvement	
Chapel of Stoneywood Road	Aprox 100m from Dyce Drive. Pipe Ditch	
Capital Works Drainage Programme 2014-2015 Total		£90,000

Appendix K

Capital Works Major Bridge Repairs

Location & Description of Works	Estimated ACC Share
A93 Culter Bridge Strengthening and Service Diversions. The total Estimated for this Operation is £ is shared between Nestrans and Aberdeen City Council. Estimated allocated share of the budget is shown	£

Capital Works Other Un-programmed Budgets

Road Sign Replacement:	£ 29,000
Weak Bridge Repairs:	£ 20,000
Flood Prevention Schemes:	<u>£100,000</u>
	<u>£149,000</u>

Appendix L

Summary

Capital Works Traffic Signal Refurbishment Programme:	
Capital Works Lighting Programme:	
CWSS Capital Grant: Road Safety Programme:	
Capital Footway Resurfacing Programme:	
Proposed Capital Works Resurfacing Programme:	
Capital Works Drainage Programme:	
Capital Works Major Bridge Repairs:	
Capital Works Road Sign Replacement:	
Capital Works Weak Bridge Repairs :	
Capital Works Flood Prevention:	
Total	

Appendix M

ABERDEEN CITY SRMCS RCI 2012-2014

System:	WDM PMS	System Version:	4.6.0	Run Identifier:	SRMCS PI
Calculation Date:	17-May-13	Report Run Date:	17/May/2013	Rule Set ID:	RP10.01
Weighting Set ID:	WSAIIClassesv0202	To Date:	31 December 2013		
From Date:	01 January 2012				

SPI CARRIAGEWAY CONDITION INDICATOR 27.00

Environment	Class	Red		Amber		Green		Coverage		Network
		km	%	km	%	km	%	km	%	km
Urban	A	2.504	2.61	17.323	18.03	76.241	79.36	96.068	188.00	51.1
	B	0.783	3.42	4.766	20.81	17.352	75.77	22.901	79.24	28.9
	C	1.841	3.95	7.611	16.32	37.187	79.73	46.639	105.76	44.1
	U	11.684	4.44	63.277	24.03	188.358	71.53	263.319	40.76	646.1
Rural	A	0.21	1.29	1.833	11.30	14.175	87.40	16.218	225.25	7.2
	B	0.463	3.23	2.846	19.84	11.038	76.94	14.347	93.77	15.3
	C	1.328	2.96	9.872	21.99	33.695	75.05	44.895	76.88	58.4
	U	1.504	5.93	5.572	21.95	18.306	72.12	25.382	57.43	44.2
Overall By Class	A	2.714	2.42	19.156	17.06	90.416	80.52	112.286	192.60	58.3
	B	1.246	3.35	7.612	20.44	28.39	76.22	37.248	84.27	44.2
	C	3.169	3.46	17.483	19.10	70.882	77.44	91.534	89.30	102.5
	U	13.188	4.57	68.849	23.85	206.664	71.58	288.701	41.82	690.3
Urban	All	16.812	4.25	92.977	23.07	319.138	72.68	428.927	55.69	770.2
Rural	All	3.505	3.94	20.123	21.10	77.214	74.96	100.842	80.61	125.1
All	All	20.317	4.21	113.1	22.79	396.352	73.00	529.769	59.17	895.3
Environment	Class	Red		Amber		Green		Coverage		Network
		km	%	km	%	km	%	km	%	km
Urban	A	1.332	2.61	9.214	18.03	40.554	79.36			51.1
	B	0.988	3.42	6.014	20.81	21.897	75.77			28.9
	C	1.741	3.95	7.197	16.32	35.163	79.73			44.1
	U	28.669	4.44	155.261	24.03	462.170	71.53			646.1
Rural	A	0.093	1.29	0.814	11.30	6.293	87.40			7.2
	B	0.494	3.23	3.035	19.84	11.771	76.94			15.3
	C	1.727	2.96	12.842	21.99	43.831	75.05			58.4
	U	2.619	5.93	9.703	21.95	31.878	72.12			44.2
Overall By Class	A	1.409	2.42	9.946	17.06	46.945	80.52			58.3
	B	1.479	3.35	9.033	20.44	33.689	76.22			44.2
	C	3.549	3.46	19.578	19.10	79.374	77.44			102.5
	U	31.533	4.57	164.622	23.85	494.145	71.58			690.3
Urban	All	32.730	4.25	177.687	23.07	559.784	72.68			770.2
Rural	All	4.934	3.94	26.393	21.10	93.773	74.96			125.1
All	All	37.663	4.21	204.080	22.79	653.557	73.00			895.3
		Road Condition Index		27.00						

Appendix N

RCI Results 2011_13 (Using 4 years data on unclassified Roads)

Authority	Network				A Roads				B Roads				C Roads				Classified Roads				U Roads			
	Red	Amber	Green	RCI	Red	Amber	Green	RCI	Red	Amber	Green	RCI	Red	Amber	Green	RCI	Red	Amber	Green	RCI	Red	Amber	Green	RCI
1	5.12	27.90	67.0	33.0	5.61	25.64	68.7	31.3	5.24	28.39	66.4	33.6	3.89	24.78	71.3	28.7	4.88	26.24	68.9	31.1	5.30	29.10	65.6	34.4
2	3.77	26.26	70.0	30.0	3.09	25.12	71.8	28.2	4.04	29.55	66.4	33.6	3.04	25.65	71.3	28.7	3.40	26.90	69.7	30.3	4.20	25.54	70.3	29.7
3	11.96	34.87	53.2	46.8	7.26	34.37	58.4	41.6	10.55	39.16	50.3	49.7	13.58	34.44	52.0	48.0	11.22	36.22	52.6	47.4	12.69	33.53	53.8	46.2
4	6.69	28.70	64.6	35.4	6.57	30.84	62.6	37.4	4.67	30.13	65.2	34.8	6.14	26.90	67.0	33.0	5.89	28.91	65.2	34.8	7.85	28.38	63.8	36.2
5	4.72	27.05	68.2	31.8	2.16	20.04	77.8	22.2	3.15	24.16	72.7	27.3	3.79	24.52	71.7	28.3	3.13	23.07	73.8	26.2	5.60	29.25	65.1	34.9
6	14.83	34.43	50.7	49.3	5.86	28.93	65.2	34.8	6.26	28.93	64.8	35.2	13.05	34.59	52.4	47.6	9.50	31.70	58.8	41.2	22.21	38.22	39.6	60.4
Aberdeen	4.21	22.80	73.0	27.0	2.44	17.20	80.4	19.6	3.35	20.47	76.2	23.8	3.38	19.55	77.1	22.9	3.11	19.08	77.8	22.2	4.53	23.90	71.6	28.4
8	9.42	37.41	53.2	46.8	9.30	32.50	58.2	41.8	11.50	32.12	56.4	43.6	9.39	45.36	45.3	54.7	9.84	35.90	54.3	45.7	8.89	39.31	51.8	48.2
9	8.42	27.16	64.4	35.6	3.23	22.10	74.7	25.3	7.76	28.14	64.1	35.9	11.66	30.23	58.1	41.9	7.58	26.73	65.7	34.3	9.51	27.72	62.8	37.2
10	3.59	21.61	74.8	25.2	1.40	17.89	80.7	19.3	1.08	14.79	84.1	15.9	2.55	18.93	78.5	21.5	1.80	17.24	81.0	19.0	5.59	26.49	67.9	32.1
11	6.86	28.74	64.4	35.6	3.15	21.60	75.2	24.8	4.31	25.12	70.6	29.4	13.88	28.51	57.6	42.4	6.55	24.10	69.4	30.6	6.98	30.39	62.6	37.4
12	8.96	34.54	56.5	43.5	3.79	25.59	70.6	29.4	5.50	33.39	61.1	38.9	6.58	32.19	61.2	38.8	5.52	30.93	63.5	36.5	14.52	40.40	45.1	54.9
13	9.57	33.94	56.5	43.5	2.78	18.83	78.4	21.6	3.70	24.27	72.0	28.0	7.87	28.81	63.3	36.7	5.62	25.51	68.9	31.1	11.72	38.53	49.7	50.3
14	20.23	37.42	42.4	57.6	10.62	33.90	55.5	44.5	25.40	39.56	35.0	65.0	22.88	39.74	37.4	62.6	19.57	37.64	42.8	57.2	21.69	36.94	41.4	58.6
15	5.10	21.24	73.7	26.3	2.86	19.84	77.3	22.7	2.41	19.67	77.9	22.1	4.23	19.08	76.7	23.3	3.44	19.41	77.2	22.8	7.20	23.54	69.3	30.7
16	6.23	28.01	65.8	34.2	4.42	23.80	71.8	28.2	3.06	21.20	75.7	24.3	5.56	25.84	68.6	31.4	4.61	24.11	71.3	28.7	6.71	29.16	64.1	35.9
17	8.93	31.87	59.2	40.8	9.36	26.13	64.5	35.5	7.18	32.66	60.2	39.8	13.76	37.41	48.8	51.2	10.60	33.35	56.1	43.9	7.57	30.64	61.8	38.2
18	9.91	31.83	58.3	41.7	4.23	21.93	73.8	26.2	7.36	30.42	62.2	37.8	12.82	33.64	53.5	46.5	8.66	29.63	61.7	38.3	11.07	33.89	55.0	45.0
19	2.93	17.17	79.9	20.1	1.95	14.87	83.2	16.8	2.97	17.98	79.0	21.0	0.82	10.70	88.5	11.5	2.00	14.82	83.2	16.8	4.00	19.90	76.1	23.9
20	10.86	31.19	57.9	42.1	4.13	24.15	71.7	28.3	6.56	32.37	61.1	38.9	10.24	32.01	57.7	42.3	6.77	29.05	64.2	35.8	15.65	33.68	50.7	49.3
21	10.19	31.25	58.6	41.4	2.02	19.06	78.9	21.1	7.90	30.11	62.0	38.0	6.89	31.33	61.8	38.2	5.30	26.28	68.4	31.6	16.41	37.58	46.0	54.0
22	6.23	23.86	69.9	30.1	1.80	16.70	81.5	18.5	5.65	29.67	64.7	35.3	7.64	23.93	68.4	31.6	5.82	23.87	70.3	29.7	6.69	23.84	69.5	30.5
23	5.54	28.48	66.0	34.0	2.99	22.50	74.5	25.5	6.08	32.12	61.8	38.2	8.66	29.90	61.4	38.6	5.93	27.93	66.1	33.9	5.33	28.77	65.9	34.1
24	9.44	32.54	58.0	42.0	6.20	27.73	66.1	33.9	4.41	24.92	70.7	29.3	5.22	29.36	65.4	34.6	5.33	27.15	67.5	32.5	10.95	34.52	54.5	45.5
25	4.61	26.45	68.9	31.1	2.80	19.29	77.9	22.1	3.49	24.69	71.8	28.2	3.47	26.33	70.2	29.8	3.27	23.62	73.1	26.9	5.71	28.76	65.5	34.5
26	3.09	22.34	74.6	25.4	1.30	15.30	83.4	16.6	3.23	23.16	73.6	26.4	6.39	32.57	61.0	39.0	3.42	22.91	73.7	26.3	2.89	21.98	75.1	24.9
27	8.85	29.98	61.2	38.8	2.93	22.86	74.2	25.8	4.76	24.04	71.2	28.8	11.65	27.54	60.8	39.2	7.92	25.59	66.5	33.5	9.31	32.16	58.5	41.5
28	7.43	28.47	64.1	35.9	2.68	19.98	77.3	22.7	2.92	22.09	75.0	25.0	7.45	32.60	60.0	40.0	4.79	25.97	69.2	30.8	9.29	30.25	60.5	39.5
29	12.69	36.55	50.8	49.2	7.80	30.01	62.2	37.8	6.53	36.84	56.6	43.4	10.96	38.16	50.9	49.1	9.21	35.95	54.8	45.2	13.99	36.78	49.2	50.8
30	4.69	22.65	72.7	27.3	1.69	15.57	82.7	17.3	0.99	16.42	82.6	17.4	1.63	15.42	82.9	17.1	1.60	15.54	82.9	17.1	6.25	26.24	67.5	32.5
31	5.61	29.40	65.0	35.0	3.56	22.80	73.6	26.4	2.12	22.38	75.5	24.5	4.95	29.45	65.6	34.4	3.46	24.34	72.2	27.8	7.00	32.67	60.3	39.7
32	5.82	27.19	67.0	33.0	4.82	23.41	71.8	28.2	3.65	22.61	73.7	26.3	3.24	21.62	75.1	24.9	3.88	22.42	73.7	26.3	6.56	28.99	64.4	35.6
Scotland LA Ave.	8.15	28.52	63.3	36.7	4.53	24.13	71.3	28.7	7.00	28.17	64.8	35.2	8.36	28.24	63.4	36.6	6.84	27.01	66.2	33.8	9.43	30.01	60.6	39.4

Appendix O

RCI Results 2011_13 (Using 4 years data on unclassified Roads)

Authority	Network				A Roads				B Roads				C Roads				Classified Roads				U Roads			
	Red	Amber	Green	RCI	Red	Amber	Green	RCI	Red	Amber	Green	RCI	Red	Amber	Green	RCI	Red	Amber	Green	RCI	Red	Amber	Green	RCI
19	2.93	17.17	79.9	20.1	1.95	14.87	83.2	16.8	2.97	17.98	79.0	21.0	0.82	10.70	88.5	11.5	2.00	14.82	83.2	16.8	4.00	19.90	76.1	23.9
10	3.59	21.61	74.8	25.2	1.40	17.89	80.7	19.3	1.08	14.79	84.1	15.9	2.55	18.93	78.5	21.5	1.80	17.24	81.0	19.0	5.59	26.49	67.9	32.1
26	3.09	22.34	74.6	25.4	1.30	15.30	83.4	16.6	3.23	23.16	73.6	26.4	6.39	32.57	61.0	39.0	3.42	22.91	73.7	26.3	2.89	21.98	75.1	24.9
15	5.10	21.24	73.7	26.3	2.86	19.84	77.3	22.7	2.41	19.67	77.9	22.1	4.23	19.08	76.7	23.3	3.44	19.41	77.2	22.8	7.20	23.54	69.3	30.7
Aberdeen	4.21	22.80	73.0	27.0	2.44	17.20	80.4	19.6	3.35	20.47	76.2	23.8	3.38	19.55	77.1	22.9	3.11	19.08	77.8	22.2	4.53	23.90	71.6	28.4
30	4.69	22.65	72.7	27.3	1.69	15.57	82.7	17.3	0.99	16.42	82.6	17.4	1.63	15.42	82.9	17.1	1.60	15.54	82.9	17.1	6.25	26.24	67.5	32.5
2	3.77	26.26	70.0	30.0	3.09	25.12	71.8	28.2	4.04	29.55	66.4	33.6	3.04	25.65	71.3	28.7	3.40	26.90	69.7	30.3	4.20	25.54	70.3	29.7
22	6.23	23.86	69.9	30.1	1.80	16.70	81.5	18.5	5.65	29.67	64.7	35.3	7.64	23.93	68.4	31.6	5.82	23.87	70.3	29.7	6.69	23.84	69.5	30.5
25	4.61	26.45	68.9	31.1	2.80	19.29	77.9	22.1	3.49	24.69	71.8	28.2	3.47	26.33	70.2	29.8	3.27	23.62	73.1	26.9	5.71	28.76	65.5	34.5
5	4.72	27.05	68.2	31.8	2.16	20.04	77.8	22.2	3.15	24.16	72.7	27.3	3.79	24.52	71.7	28.3	3.13	23.07	73.8	26.2	5.60	29.25	65.1	34.9
32	5.82	27.19	67.0	33.0	4.82	23.41	71.8	28.2	3.65	22.61	73.7	26.3	3.24	21.62	75.1	24.9	3.88	22.42	73.7	26.3	6.56	28.99	64.4	35.6
1	5.12	27.90	67.0	33.0	5.61	25.64	68.7	31.3	5.24	28.39	66.4	33.6	3.89	24.78	71.3	28.7	4.88	26.24	68.9	31.1	5.30	29.10	65.6	34.4
23	5.54	28.48	66.0	34.0	2.99	22.50	74.5	25.5	6.08	32.12	61.8	38.2	8.66	29.90	61.4	38.6	5.93	27.93	66.1	33.9	5.33	28.77	65.9	34.1
16	6.23	28.01	65.8	34.2	4.42	23.80	71.8	28.2	3.06	21.20	75.7	24.3	5.56	25.84	68.6	31.4	4.61	24.11	71.3	28.7	6.71	29.16	64.1	35.9
31	5.61	29.40	65.0	35.0	3.56	22.80	73.6	26.4	2.12	22.38	75.5	24.5	4.95	29.45	65.6	34.4	3.46	24.34	72.2	27.8	7.00	32.67	60.3	39.7
4	6.69	28.70	64.6	35.4	6.57	30.84	62.6	37.4	4.67	30.13	65.2	34.8	6.14	26.90	67.0	33.0	5.89	28.91	65.2	34.8	7.85	28.38	63.8	36.2
9	8.42	27.16	64.4	35.6	3.23	22.10	74.7	25.3	7.76	28.14	64.1	35.9	11.66	30.23	58.1	41.9	7.58	26.73	65.7	34.3	9.51	27.72	62.8	37.2
11	6.86	28.74	64.4	35.6	3.15	21.60	75.2	24.8	4.31	25.12	70.6	29.4	13.88	28.51	57.6	42.4	6.55	24.10	69.4	30.6	6.98	30.39	62.6	37.4
28	7.43	28.47	64.1	35.9	2.68	19.98	77.3	22.7	2.92	22.09	75.0	25.0	7.45	32.60	60.0	40.0	4.79	25.97	69.2	30.8	9.29	30.25	60.5	39.5
Scotland CA Ave.	8.15	28.52	63.3	36.7	4.53	24.13	71.3	28.7	7.00	28.17	64.8	35.2	8.36	28.24	63.4	36.6	6.84	27.01	66.2	33.8	9.43	30.01	60.6	39.4
27	8.85	29.98	61.2	38.8	2.93	22.86	74.2	25.8	4.76	24.04	71.2	28.8	11.65	27.54	60.8	39.2	7.92	25.59	66.5	33.5	9.31	32.16	58.5	41.5
17	8.93	31.87	59.2	40.8	9.36	26.13	64.5	35.5	7.18	32.66	60.2	39.8	13.76	37.41	48.8	51.2	10.60	33.35	56.1	43.9	7.57	30.64	61.8	38.2
21	10.19	31.25	58.6	41.4	2.02	19.06	78.9	21.1	7.90	30.11	62.0	38.0	6.89	31.33	61.8	38.2	5.30	26.28	68.4	31.6	16.41	37.58	46.0	54.0
18	9.91	31.83	58.3	41.7	4.23	21.93	73.8	26.2	7.36	30.42	62.2	37.8	12.82	33.64	53.5	46.5	8.66	29.63	61.7	38.3	11.07	33.89	55.0	45.0
24	9.44	32.54	58.0	42.0	6.20	27.73	66.1	33.9	4.41	24.92	70.7	29.3	5.22	29.36	65.4	34.6	5.33	27.15	67.5	32.5	10.95	34.52	54.5	45.5
20	10.86	31.19	57.9	42.1	4.13	24.15	71.7	28.3	6.56	32.37	61.1	38.9	10.24	32.01	57.7	42.3	6.77	29.05	64.2	35.8	15.65	33.68	50.7	49.3
12	8.96	34.54	56.5	43.5	3.79	25.59	70.6	29.4	5.50	33.39	61.1	38.9	6.58	32.19	61.2	38.8	5.52	30.93	63.5	36.5	14.52	40.40	45.1	54.9
13	9.57	33.94	56.5	43.5	2.78	18.83	78.4	21.6	3.70	24.27	72.0	28.0	7.87	28.81	63.3	36.7	5.62	25.51	68.9	31.1	11.72	38.53	49.7	50.3
3	11.96	34.87	53.2	46.8	7.26	34.37	58.4	41.6	10.55	39.16	50.3	49.7	13.58	34.44	52.0	48.0	11.22	36.22	52.6	47.4	12.69	33.53	53.8	46.2
8	9.42	37.41	53.2	46.8	9.30	32.50	58.2	41.8	11.50	32.12	56.4	43.6	9.39	45.36	45.3	54.7	9.84	35.90	54.3	45.7	8.89	39.31	51.8	48.2
29	12.69	36.55	50.8	49.2	7.80	30.01	62.2	37.8	6.53	36.84	56.6	43.4	10.96	38.16	50.9	49.1	9.21	35.95	54.8	45.2	13.99	36.78	49.2	50.8
6	14.83	34.43	50.7	49.3	5.86	28.93	65.2	34.8	6.26	28.93	64.8	35.2	13.05	34.59	52.4	47.6	9.50	31.70	58.8	41.2	22.21	38.22	39.6	60.4
14	20.23	37.42	42.4	57.6	10.62	33.90	55.5	44.5	25.40	39.56	35.0	65.0	22.88	39.74	37.4	62.6	19.57	37.64	42.8	57.2	21.69	36.94	41.4	58.6

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Countesswells Development Framework and Phase 1 Masterplan
REPORT NUMBER:	EPI/14/006

1 PURPOSE OF REPORT

- 1.1 This report outlines the Countesswells Development Framework and Phase 1 Masterplan, prepared as a strategy for the future development of land identified in the Aberdeen Local Development Plan (ALDP) as OP58.
- 1.2 A summary document of the Development Framework is appended to this Committee Report. The full Development Framework and Phase 1 Masterplan for Countesswells is a large document containing a lot of illustrative material and can be viewed by accessing the following link:

www.aberdeencity.gov.uk/masterplanning
- 1.3 A hard copy of the full Development Framework and phase 1 Masterplan is available in the Members' Library (Town House), within the Planning and Sustainable Development Service at Ground Floor North, Marischal College, or by contacting the Masterplanning, Design and Conservation team.
- 1.4 The Development Framework and Phase 1 Masterplan has been made available to the Cults, Bieldside and Milltimber, Kingswells and Craigiebuckler and Seafield Community Councils for information prior to this report being considered for public consultation in accordance with the Council's approved Aberdeen Masterplanning Process.
- 1.5 Given the school holidays, a 6 week public consultation exercise rather than the usual 4 weeks is proposed.

2 RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:

- (a) Approve the Countesswells Development Framework and Phase 1 Masterplan as interim planning advice; and
- (b) Agree for officers to implement the process to ratify the Development Framework as Supplementary Guidance. This will include a 6 week public consultation with results reported to Committee prior to submission to Scottish Government.

2.2 Definitions

‘Interim Planning Advice’ – this specifies that the Development Framework is in the public domain and available for the purposes of a formal City-wide consultation. As such it becomes a material consideration in the determination of any planning application. The duration of consultation will typically be 4 weeks, given that public engagement has taken place throughout the preparation of the Framework. This allows responses to be collated and reported back in the next Committee cycle.

‘Supplementary Guidance’ (SG) – this is adopted and issued by a planning authority in connection with a Local Development Plan, as a result any such guidance will form part of the Development Plan. Before adoption, the SG must be publicised and a period for representations to be made specified, this includes targeting key consultees and stakeholders who may want the opportunity to comment. Following the specified consultation period and as a result of comments received, relevant changes will be made to the final document before reporting back to Committee and subsequent submission to Scottish Ministers. After 28 days have elapsed, the authority may then adopt the guidance unless Scottish Ministers have directed otherwise.

3 FINANCIAL IMPLICATIONS

- 3.1 The Landowner has met the cost of preparation of the Development Framework and Phase 1 Masterplan including all consultation and engagement. The proposals will result in efficiencies in the determination of future planning applications related to the Development Framework, leading to a reduction in Council staff time to assess future detailed proposals.

4 OTHER IMPLICATIONS

- 4.1 The Development Framework and Phase 1 Masterplan reduce the risk of piecemeal and inappropriate development in the site area. Mixed use development and the efficient use of land will contribute towards the Council’s aim of promoting sustainable economic development.
- 4.2 Approving the Development Framework and Phase 1 Masterplan will contribute to efficiencies in determining future planning applications

and a reduction in Council staff time to assess future detailed proposals. By encouraging acceptable forms and uses of new development to be agreed publicly, it allows more informed decision making to be made earlier, saving time and resources for staff, applicants and the public.

- 4.3 The Development Framework and Phase 1 Masterplan contribute towards a higher rate of new house building in the City, including 25% on site affordable housing provision in accordance with the Aberdeen Local Development Plan (2012).
- 4.4 In accordance with the Aberdeen Local Development Plan: Action Programme and the Infrastructure and Developer Contributions Manual, the Development Framework and Phase 1 Masterplan references how the development will seek to address requirements for cumulative and local transport infrastructure; public transport along with walking and cycling.
- 4.5 A Strategic Environmental Assessment has been undertaken on the Countesswells site as part of the preparation for the Aberdeen Local Development Plan.

5 BACKGROUND / MAIN ISSUES

- 5.1 The Development Framework and Phase 1 Masterplan has been produced by Optimised Environments on behalf of The Countesswells Consortium (Stewart Milne Homes, Heron Property and Ian Suttie) and aims to create a new settlement in an attractive, well contained landscape setting. The development will deliver a mixed use community, complete with supporting infrastructure and increased opportunity for sustainable solutions. A multi disciplinary project team has contributed to the preparation of the Framework, consisting of:

Developers - The Countesswells Consortium
Masterplanners - OPEN (Optimised Environments Ltd)
Planning Consultant- Ryden
Engineering and Transportation Consultants – Fairhurst
Environmental Consultants – Ironside Farrar
Education Consultants – TPS
Public Relation Consultants – Orbit Communications

Site Description

- 5.2 The Countesswells site (OP58) is located to the West of Aberdeen. It is situated between Bielside to the south and Kingswells to the north. The site is bounded to the east by Hazelhead Woods, Park and Golfcourse and to the west by Foggieton and Countesswells Wood. The site is currently largely in agricultural use and measures approximately 165.9 hectares.

- 5.3 The AWPR is located to the west with a proposed new junction on the A93 between Milltimber and Peterculter and on the A944 between Kingswells and Westhill.
- 5.4 The site is well contained within its landscape framework of woodland and undulating landscape within a natural bowl. The site is approximately 1,964m at its longest and 1,423m at widest. The lower lying areas to the south of the site are well contained by woodland blocks and are less prominent than the more elevated northern areas.
- 5.5 There are some tree belts and trees within the site which are being maintained and enhanced. It is identified that the tree lined part of Countesswells Road is one of the key character features for retention on the site.
- 5.6 The site falls within the Cults, Bielside and Milltimber and Craigebuckler and Seafield Community Council catchments and adjoins the Kingswells Community Council boundary at the A944.

Policy Summary

- 5.7 The Development Framework and Phase 1 Masterplan has been prepared following the Council's adopted Aberdeen Masterplanning Process and contributes towards the Scottish Government and Aberdeen Local Development Plan policy aims of raising design quality through the 6 key qualities of creating successful places, namely – distinctive, welcoming, safe and pleasant, adaptable, easy to get to and move around, and resource efficient.
- 5.8 The Countesswells site is identified in the Aberdeen Local Development Plan (2012) as Opportunity Site (OP58) for 3000 homes (including 25% affordable) and 10 hectares of employment land. The housing provision is split into two land release phases, 2,150 homes proposed for the period up to 2016, 850 homes up to 2023. 10 hectares of employment land are required prior to 2024.
- 5.9 This proposal helps bring forward land for development in the early phases of the Local Development Plan and helps meet the targets and objectives in the Structure Plan, including that development should generally be no less than 30 dwellings per hectare as an average across the whole site.

Opportunity and Vision

- 5.10 Countesswells presents a unique opportunity for the creation of a new place with its own character and identity. It is different from other developments within the City given that they predominantly represent the expansion of existing large communities. The quantum of proposed development allows the creation of a deliverable mixed use

community, complete with supporting infrastructure and increased opportunities for sustainable solutions.

- 5.11 Creating an identity and sense of place will be central to the new Community's success. At the heart of this vision is the desire to create opportunities for residents to live more sustainable lifestyles.
- 5.12 The key opportunities for the site have been identified as:
 - 1. Rural setting on the edge of the city
 - 2. A place in itself
 - 3. Scale of development
 - 4. Integrated approach to design
 - 5. A place for everyone

Access and Connectivity

- 5.13 An extensive permeable network of paths will be provided within Countesswells. A main east-west connection along the Cults Burn corridor is prioritised. The core path connecting Countesswells Wood and Hazelhead Park is maintained and will be within an open space area.
- 5.14 The Development Framework aims to ensure a high degree of pedestrian connectivity with a number of paths throughout the site which will also connect into the wider core path and cycle network.
- 5.15 A bus (and access) only route is proposed to connect into the Kingswells Roundabout to alleviate pressure on this junction. A potential bus route has been identified around the whole site ensuring all residents should be within a 400 metre walk from a bus stop.
- 5.16 The main vehicular connection to the A944 will be an upgraded Jessiefield Junction. The upgrades are proposed as part of phase 1 of the development, further detail on phasing can be found on p73. There will be cycle and pedestrian paths adjacent to the main vehicular route.
- 5.17 A Transport Assessment (TA) is currently being prepared and will determine the level of development that can be accommodated on the road network prior to the Jessiefield Junction upgrade. The TA will also determine road and junction requirements for the development and will help to inform the requirements for each phase of development. The Transport Assessment will also determine what local road improvements and upgrades are required.

Uses

- 5.18 The site is allocated for 3000 houses and 10ha of employment land. There are two local centres proposed, one around the central square and one to the north of the site. Both the local centres are in close

proximity to the schools. Within the site, two primary schools are proposed along with a secondary school. One of the primaries is associated with the secondary school in a Community Campus. Further detail on Education can be seen on pages 70 and 71 of the Development Framework. Health care, open space and drainage provision will also be provided within the site.

- 5.19 The Development Framework identifies 9.76 hectares of mixed use containing opportunities for employment including supporting infrastructure. The employment provision and mixed use areas are shown on page 67 of the Development Framework. The tables on page 68 provide further detail about the density, uses and number of units.

Streets

- 5.20 The street structure of Countesswells aims to be permeable with a clear hierarchical network. This includes a primary street, secondary street, and tertiary streets along with smaller lanes and courtyards. The permeability of the site and the indicative street types are shown on pages 64+65 of the Development Framework.

Environment, ecology and Open Space

- 5.21 The site is contained within a natural bowl with the lower lying areas to the south being less prominent than the more elevated areas to the north. The landscape setting around the site also provides a level of containment and attractive setting for the development. The main aim of the Development Framework is to connect the large areas of open space at Hazelhead and Countesswells through the creation of landscape links within the development.
- 5.22 The provision of Open Space within the site exceeds the Council's Open Space requirements. Areas of open space include the Countesswells Central Park, Cults Burn Corridor, Countesswells Road Avenue and edge boundary landscaping. Fig 102 on page 55 shows where the different open spaces are located. Within these larger areas other provision includes play areas, allotments and outdoor sports areas. Details of the provision can be found on page 56+57 of the Development Framework. The Framework has been designed with reference to ACC's Open Space Supplementary Guidance (March 2012).
- 5.23 The Open Space will be managed by a private management company or similar.
- 5.24 It should be noted that due to their scale, some of the open spaces within the site will be multifunctional and have more than one use. The final design, detail and maintenance of these open spaces will be addressed through detailed planning applications for each phase of the

site. Each area of open space is included within a phase, including the Central Park being delivered as part of Phase 1. Phasing is shown in more detail on pages 73-75 of the Development Framework.

- 5.25 A number of ecological surveys have been carried out to inform the document, these include otter, badger, phase 1 habitat, bat and a red squirrel surveys. The Framework and subsequent Masterplans aim to enhance biodiversity and improve ecology within the site. There is the requirement to carry out further ecological studies to inform any planning application.

Cultural Heritage

- 5.26 Baseline studies were carried out for the proposed development site. A number of known cultural sites were assessed. It is likely that further assessments will be required as part of the planning application process.

Housing

- 5.27 The proposals for Countesswells include a mix of house types, densities and uses. The majority of development will be 2-3 storeys in height with properties around the central park/ mixed use areas mainly 4 storeys with opportunities for key corners or focal points to be higher.
- 5.28 The density of the site averages out at approximately 30 dwellings per hectare in accordance with both Structure and Aberdeen Local Development Plan policies. The higher density will be in mixed use cores with lower density towards the edges of the site. The mixed cores will also likely have commercial premises on the ground floor with residential properties above. The diagram explaining density is on page 69 of the Framework document.
- 5.29 The residential mix will cover all market sectors and will include:
- Flats/apartments
 - Terraced houses
 - Semi detached houses
 - Detached properties
- 5.30 There is a requirement for the site to deliver 25% affordable housing in accordance with Policy H5 – Affordable Housing of the Local Development Plan. The affordable housing provision will be tenure blind and spread throughout the whole site through all phases of the development. Affordable housing will predominantly be located in areas which are well connected in terms of path network, access to public transport and accessible to the proposed mixed use centres. A contribution towards offsite provision of a Gypsy Traveller site will be made.

Infrastructure

- 5.31 A detailed break down of the Infrastructure Requirements and delivery for the site can be found on page 125-129 of the Development Framework and Phase 1 Masterplan.
- 5.32 Education provision –two primary schools and a secondary school will to be provided within the site (discussions on going with Education). It is anticipated that local provision will be made in neighbouring schools until such a time as on site provisions is needed. It is envisaged the first primary school will be required within phase 1 of the development.
- 5.33 The site has affordable housing provision of 25%. An appropriate off site financial contribution towards a Gypsy Traveller site will be agreed through planning gain contributions and a Section 75 Agreement.
- 5.34 New road links and improvements at A944 and upgrades to the local road network, with appropriate design standards to accommodate forecasted traffic volumes are required. The detail of these connections and upgrades will be determined through the traffic assessment process.
- 5.35 Health care provision – the ALDP Action Programme details the requirement for planning gain contributions and land (where identified) to support a General medical service capable of holding 5 GP's, a new 4 chair dental surgery (could be accommodated in the new health centre and 2 community pharmacies. Detailed discussions will take place and agreement reached on phasing and delivery through a Section 75 Agreement as part of the planning application process.
- 5.36 Water and drainage – a full list of requirements will be identified following completion of detailed Drainage and Full Water Impact Assessments and a Scottish Water Development Impact Assessment and the linking of any requirements to the phases of development.
- 5.37 Strategic Transport Fund contribution will be made in accordance with the Supplementary Planning Guidance.
- 5.38 Countesswells is one of 17 UK projects announced by the UK Government in October 2013 as having 'pre-qualified' for the UK Guarantee Scheme. In all, 40 projects are earmarked for benefitting from the £40billion scheme which provides Government Guarantees for major Infrastructure projects. The Guarantee will be used to ensure funding will be put in place to deliver the project over the anticipated 15 year development period by the Consortium.

Phasing

- 5.39 An indicative phasing strategy has been developed which details the delivery of the allocation in accordance with the ALDP 2012.

	Approximate house numbers
Phase 1	1005
Phase 2	1013
Phase 3	985

- 5.40 The phasing strategy amounts to approximately 3000 units as identified in the Local Development Plan allocation. The phasing plan also includes the relevant associated open space and the employment. The phasing plans can be viewed on pages 73-75 of the Development Framework.

Public Consultation and Involvement

- 5.41 Throughout the design process for Countesswells, the project team have involved the local community and stakeholders in the proposals. A Countesswells Liaison Group was set up including representatives from the Community Councils and local residents. The first meeting of the liaison group took place on 12 July 2012.

- 5.42 Design for the site has evolved with continued input from the community. Their input has been fundamental in shaping the proposals ensuring that they meet the aspirations for the site. Events that took place during the Masterplanning process for the sites include:

- Community Council meetings,
- A 3 day Public exhibition took place with a total of 244 people attending,
- A second 3 Day public exhibition took place in September in varying locations around the site. In total around 230 people attending over the 3 days,
- Community Workshops took place on 26 + 26 September 2012,
- A second liaison group took place on the 9 October 2012,
- A meeting took place with the Airyhall Primary School Parents Council 6 November 2012,
- A third liaison group was held on 3 February 2014, updating on the current position.

- 5.43 The main issues arising from consultation during the preparation of the Development Framework include:

- **Current Infrastructure**

Concern was raised about the existing transport network and the capacity on the existing roads. Concern highlighted the poor quality of the existing roads and the use of country roads as 'rat runs.' Safety

concerns relating to local school and access to existing properties were also identified as essential to maintain.

Detailed Transport Assessments will determine the level of development that can be accommodated prior to the implementation of the Jessiefield access being in place. The TA will also determine the level of improvement required to the current road network and junctions. The street network of Countesswells has also been designed to discourage rat running.

The tree lined Countesswells Road is to be retained as a pedestrian/ cycle route with the street being realigned to better integrate it into the development area.

Detailed discussions will take place with the bus operators to ensure that the site is well serviced by public transport.

- **Education**

Existing school capacity and the delivery of schools onsite was deemed to be very important and had to be considered carefully. The initial primary school is proposed as part of phase 1 with children prior to this going to schools in the local area with existing capacity. The participants in the event were satisfied that the community would be self-sufficient in terms of education and that the schools would be at the heart of the community. The provision of community facilities within the community campus schools was also welcomed.

- **Environment and open space**

The environment at Countesswells was seen to be a major asset of the site. The opportunity for forest walks, outdoor activities and exercise within the area should not be affected by the development. The framework creates green corridors and connects existing green spaces and woodlands. A new central park is proposed which will be a focal point of the community with further green spaces and paths along the Cults Burn Corridor. The Development Framework maintains a network of green spaces across the whole site in accordance with policy.

5.44 Details of the comments received throughout the preparation of the Framework, the engagement process and responses can be found on Pages 11-15 of the Development Framework.

Phase 1 Masterplan

5.45 This document includes a Masterplan for phase 1 of the Countesswells development. The phase 1 Masterplan is included on pages 83-125 of the document. The Masterplan provides more detail on topics such as street network, key buildings, spaces, heights, parking provision and

connections. It also sets out some key principles for the development including the open spaces. Detailed layout of phase 1 can be seen on pages 90 and 91.

5.46 Pending approval of this report, the Countesswells Development Framework and Phase 1 Masterplan will be the subject of a 6 week statutory consultation (given the school holidays an additional 2 weeks have been added to the consultation period) beginning on Monday 17 March 2014. The following list highlights those that will be consulted. Please note that this is not an exhaustive list:

- Cults, Bieldside and Milltimber Community Council
- Kingswells Community Council
- Craigiebuckler and Seafeld Community Council
- Aberdeen City and Shire Strategic Planning Authority
- Aberdeenshire Council
- Forestry Commission Scotland
- Scottish Water
- SEPA
- Scottish Natural Heritage
- Historic Scotland
- Scottish Enterprise Grampian
- Transport Scotland
- NHS Grampian
- NESTRANS
- Planning Gain
- Countesswells Liaison Group

5.47 The results of the statutory consultation will be reported to the Enterprise, Strategic Planning and Infrastructure Committee in due course, including any recommended amendments to the document.

5.48 It is important to note that engagement will continue throughout the development process, during detailed Masterplan stages and any subsequent planning applications.

6 IMPACT

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

6.2 The proposal contributes to the 5 Year Business Plan in terms of objective – Communication and Community Engagement; sharing our plans and aspirations for the city, – delivering an up-to-date plan, –

facilitating new development projects to improve Aberdeen's living environment and, – support open space initiatives.

- 6.3 The proposal contributes towards the Aberdeen City Council Administrations vision for Aberdeen: 2012 – 2017, particularly creating a City which is a great place to live, bring up a family, do business and visit. It specifically contributes to the follows objectives: Governance – encouraging citizens to participate in design and development; Living – improving opportunities for physical activity; Environment – energy efficient design and construction, attractive streetscapes and access to green space; Economy – improve access to range of affordable housing; Mobility – encourage cycling, walking and promoting a sustainable transport systems which reduce carbon emissions.
- 6.4 The proposal is consistent with the Council's Corporate Plan in particular with regard to delivering high levels of design from all development, maintaining an up-to-date planning framework, sustainable development and open space provision.
- 6.5 The proposal contributes to one of the key goals on the Strategic Infrastructure Plan – A step change in the supply of housing. In particular Countesswells relates to the project: Delivery of the housing element of the Strategic Development Plan and is the pilot project highlighted in paragraph two "The Council is in ongoing discussions with HM Treasury and in particular its infrastructure development arm – Infrastructure UK – to investigate options to help release funds to enable investment in the infrastructure for such developments to take place. A pilot project to use the Governments Guarantee Scheme is currently being progressed with a developer and Infrastructure UK with the guarantee being sought amounting to £30-40 million."
- 6.6 The proposal is consistent with the Planning and Sustainable Service Plan, in particular engaging the community in the planning process, and the delivery of Masterplans/Development Frameworks in line with The Aberdeen Masterplanning Process.
- 6.7 An Equalities and Human Rights Impact Assessment has been prepared. In summary:

In summary, many of the aims of the proposal will have positive benefits, including;

- Younger – the proposals include the provision of Play Space, open spaces and recreational facilities for children.
- Race – the development proposals include financial contributions towards and off-site Gypsy Traveller site.
- Other / Housing – greater provision of housing to meet the housing demand and affordable housing to meeting range of housing needs.
- Other / Health – improved access useable open spaces for leisure pursuits and opportunities for walking/cycling/exercise.

7 BACKGROUND PAPERS

- 7.1 The Countesswells Development Framework and Phase 1 Masterplan February 2014 is a large document containing a lot of illustrative material and can be viewed by accessing the following link:

www.aberdeencity.gov.uk/masterplanning

- 7.2 Aberdeen Local Development Plan 2012

<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=42278&SID=9484>


- 7.3 Aberdeen Masterplanning Process 2008 (article 22, Planning Committee Minute, 6/11/08)

http://www.aberdeencity.gov.uk/Planning/pla/pla_planningbriefs.asp

8 REPORT AUTHOR DETAILS

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COUNTESSWELLS

Development Framework and Masterplan
February 2014

SUMMARY

Countesswells Development Framework and Phase 1 Masterplan: Summary

Introduction

This document has been produced to provide a brief summary of the Countesswells, Development Framework and Phase 1 Masterplan document. This summary aims to highlight the key information and guidance contained within the document however for a more complete and comprehensive understanding of the process, aims and outcomes of the Development Framework and Phase 1 Masterplan the main document should be referred to.

The Development Framework and Phase 1 Masterplan document has been produced to fulfil the Aberdeen Local Development Plan requirement for the production of a Masterplan for the land at Countesswells, site OP58, aiming to coordinate the planning and delivery of both the development and its associated infrastructure requirements. It is intended that this Development Framework and Phase 1 Masterplan will be adopted by Aberdeen City Council as formal Supplementary Guidance to the Local Development Plan.

The Development Framework and Phase 1 Masterplan has been produced by a multi-disciplinary team assembled by The Countesswells Consortium. The Consortium comprises Heron Property, Stewart Milne Homes and Ian Suttie. The team have worked closely together to provide a well considered and appropriate masterplan response to the site. The Development Framework and Masterplan has been informed and supported by a series of technical studies and reports.

Throughout the evolution of the Development Framework and Masterplan the design has benefitted from both community consultation and also regular meetings with Aberdeen City Council.

The document is set out in seven sections, these are:

1. Introduction
2. Planning Context and Masterplan Process
3. Site Analysis
4. The Opportunity and Vision
5. The Development Framework
6. Phase 1 Masterplan
7. Delivery statement

The following pages give a brief description of the key information contained within these sections.



fig. 01: Countesswells site location.

Section 1: introduction

The Countesswells site is located approximately 7km to the west of Aberdeen city centre. The site OP58 as included within the Aberdeen Local Development Plan covers an area of approximately 165.9 hectares (410acres).

Supporting information

A number of technical studies and surveys have been produced to support the production of the Development Framework and Phase 1 Masterplan. These include:

- Planning Statement
- Consultation Report
- Environmental Statement
- Traffic Impact Assessment
- Drainage Impact Assessment
- Education Strategy
- Outline tree survey

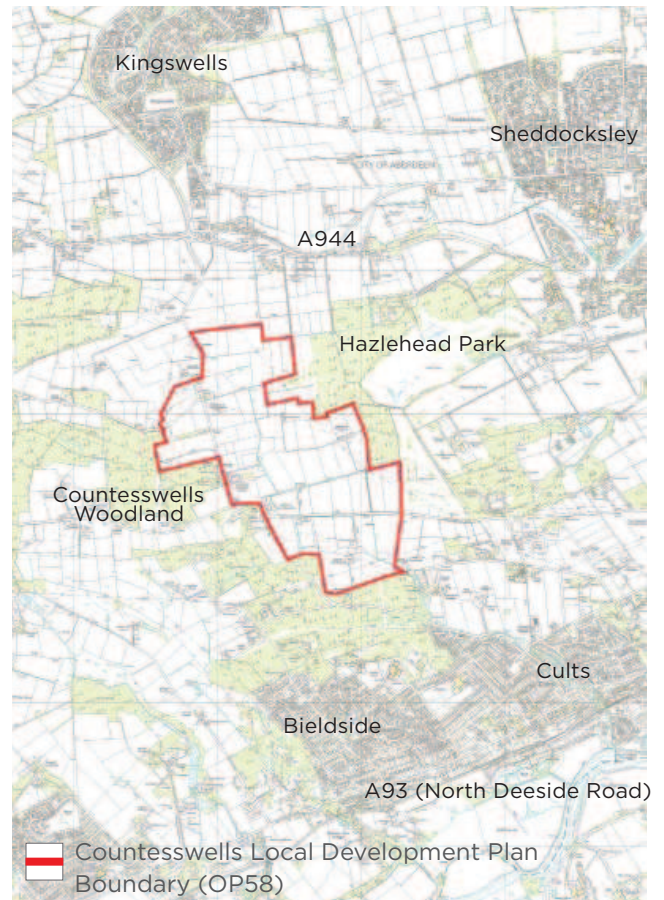


fig. 02: Countesswells (OP58) site boundary



fig. 03: Countesswells (OP58) site aerial.

Section 2: Planning Context and Masterplan process

This section describes the relevant planning background of the site. Countesswells has been identified by the Aberdeen Local Development Plan as an opportunity site for the development of 3,000 homes and 10 hectares of employment land. It is a key element of the Plan's spatial strategy to address the housing requirements of the Aberdeen and Aberdeenshire Structure Plan approved in August 2009. The Development Framework and Phase 1 Masterplan has been prepared having regard to guidance from a wide variety of sources.

The Development Framework and Masterplan have been developed following the Masterplanning Process 2012 as well as with reference to other national and local policies. The masterplanning approach taken has been particularly important to ensure the site realises the wider opportunities to create efficient and effective environmental and community connections that integrate the site both internally, and with its surroundings.

This section goes on to explain the Consortiums aspiration (following approval of the Development Framework and Masterplan document as interim planning advice by Aberdeen City Council and completion of the necessary supporting studies) to make an application for Planning Permission in Principle. The application will comply with the guidance set down in the interim planning advice.

The Consortium will then bring forward individual detailed planning applications for parts of the site identified as the first phases of the development.

This section also describes the consultation process undertaken to date. In preparing the Development Framework and Masterplan the Consortium has been committed to involving the local community, the wider public, local Councillors and the Community Councils within or adjacent to the proposal site. At the outset, the Consortium took the decision to hold a minimum of two public consultation events in each of the three Community Council areas. This was to be complemented by meetings with the respective Community Councils, locally elected Members, Members of the Scottish Parliament and Members of Parliament within whose area the site fell. A specific Liaison Group was established comprising members of the Community Councils, a member of the Scottish Youth Parliament and nominated residents within and adjoining the site, in order to facilitate discussion and an ongoing involvement in the preparation of the Development Framework and Phase 1 Masterplan. A number of residents workshops have also been held and a website was also established, www.countesswells.com in an effort to disseminate information and gather as much feedback as possible. A full record of the consultation process, including all comments and how it has informed the Development Framework and Masterplan is documented in the Consultation Report.

Section 3: Site Analysis

This section describes the site, historic development and site analysis. A brief outline of the EIA process is also presented. The site is currently in agriculture use, predominantly for grazing and includes some individual dwellings and farmhouses. All existing properties within the site area (ALDP boundary) are proposed to be retained.

The proposed development site does not contain any sites statutorily designated for nature conservation.



fig. 04: Site photo, looking north west.

Section 4: The Opportunity and Vision

The site at Countesswells offers a unique opportunity within Aberdeen City for the creation of a new settlement in an attractive and well contained landscape setting, close to the city centre. The quantum of proposed development allows the creation of a deliverable mixed use community complete with supporting infrastructure and increased opportunities for sustainable solutions.

Countesswells is a rural site in one of the most accessible parts of the City area. It has the capacity to create a development that fits within the attractive landscape setting in a way that will make it one of the pre-eminent places to live in the City region and provide new opportunities for employment, education and recreation.



fig. 05: Site concept.

Section 5: The Development Framework

The purpose of this chapter is to set out a Development Framework which will describe the concept for the site and how the main aims will be realised through site wide design principles.

In line with the Aberdeen City Council 'Masterplanning Process' the Development Framework sets out a vision and a spatial framework for the way in which the Countesswells area will be developed. It creates a co-ordinating structure which sets a robust and viable vision for Countesswells from which more detailed design can follow.

It aims to:

- Establish a clear and exciting future vision for Countesswells;
- Describe and explain the integrated land-use, landscape and transport proposals; and
- Set out a clear phasing strategy.

Layers of the Development Framework

The Countesswells Development Framework illustrated opposite is described in detail through its component layers in the next section of this document.

The key layers of the Development Framework described are:

- Landscape strategy
- Drainage strategy
- Access and connectivity strategy
- Land use strategy
- Phasing strategy
- Character areas

Land use

The Aberdeen Local Development Plan allocates Countesswells for 3000 houses and 10 hectares of employment land plus appropriate community facilities. It is anticipated these community facilities will include a Secondary School and two triple stream primary schools. The Development Framework is designed to be flexible and responsive to change in market conditions and as such provides what is considered the maximum potential developable land take to provide the appropriate scale of uses in relation to what is identified within the ALDP.

Access

Vehicular access to the north will be to the A944 via a public transport only connection to Kingswells junction and a link to a new junction at Jessiefield. Connections will also be made with Countesswells Road, Kirk Brae (C189) on approach to Cults and Blacktop Road to integrate the proposed development street structure with the surrounding existing network. Connection to the North Deeside Road (A93) will be provided via Kirk Brae (C189) on approach to Cults. The TA has investigated the likely impact of the development traffic on these extended links and suggest mitigation where necessary.

The ability for pedestrians and cyclists to move through Countesswells using a permeable network of paths, including Core Path 57 is at the core of the design of the Development Framework.



fig. 06: Development Framework.

Section 6: Phase 1 Masterplan

This section provides specific design guidance for the Phase 1 Masterplan Area, which expands upon the general principles set out for the Development Framework. Masterplan guidance for the remainder of the Development Framework area will be produced at the appropriate time.

The Phase 1 Masterplan area identified on the plan below is approximately 48ha. The area represents the first phase of development, around 1,000 homes, mixed use and employment areas as identified in the Development Framework.

Design Guidance for the phase 1 Masterplan is provided in this section and has been prepared, working within the parameters set out in the Development Framework.

The guidance will therefore assist developers and their designers, in preparing future detailed applications at later stages in the development process.

The guidance is written to focus on the key generators of character, which include key routes, corners, buildings, edges, spaces, uses, and articulate the main design intent.

Masterplan Guidance

The following sections provide specific design guidance for the Masterplan area, which expands upon the general principles set out for the Development Framework.

- 01 The Illustrative Masterplan
- 02 Layers of the Masterplan
- 03 Design Principles



fig. 07: Countesswells Masterplan boundary.



fig. 08: Diagram of Cults Burn Corridor.



fig. 09: Countesswells illustrative Masterplan.

01 The illustrative Masterplan

The illustrative masterplan has been produced to describe in more detail key design principles for the ‘Development blocks’ and ‘Core landscape areas’ previously set out. The guidance aims to ensure that these are developed with a strong identity that responds to both their context and setting and also to their relationship with the wider site.

Some of the key areas and elements of the Phase 1 Masterplan are listed below and labelled on the plan opposite.

1. Countesswells woodland.
2. Hazlehead woodland.
3. Kirk Brae (C189) on approach to Kingswells
4. Blacktop Road.
5. Primary Street - Connection to A944 at Jessiefield.
6. Countesswells Core Area (mixed use area).
7. Countesswells Academy (Community campus).
8. Countesswells Primary School (first primary school).
9. Central Park.
10. Cults Burn Corridor (realigned water course).
11. Core Path 57 - proposed alignment of path through Countesswells.

02 Layers of the Masterplan

The aims and parameters of the Masterplan are described through the following layers in this section.

- The street network
- Pedestrian, cyclist and equestrian connections
- Public transport
- Car parking
- Built form and land use
- Building heights
- Key frontages
- Key buildings
- Open space

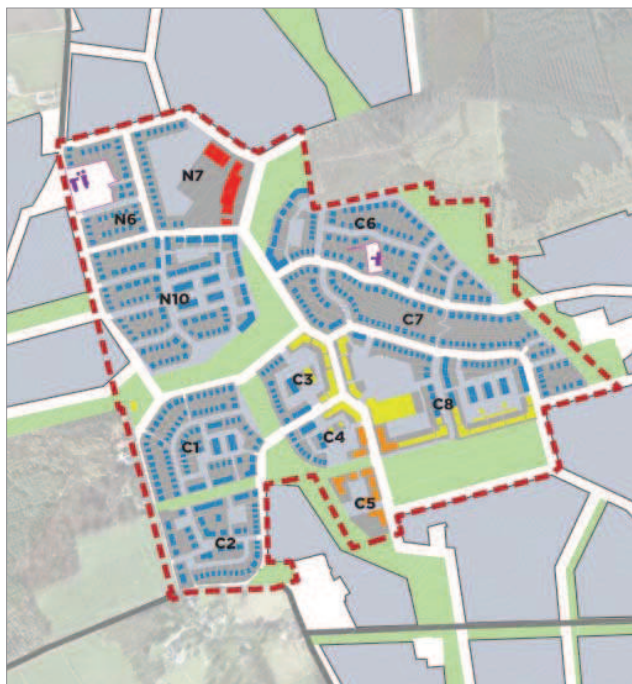


fig. 10: Layers of the Masterplan, built form and land use.

03 Design Principles

The Masterplan describes principles which are generic across the development blocks and relate to urban design, architecture and place making. Viewed as a whole Countesswells will have a cohesive identity and structure. There will however be considerable variation between development blocks in response to their location, proposed land use and existing context. To this end the document describes in more detail the design principles for each individual development block. The principles aim to ensure that each block is rich in character and creates an urban form with a strong sense of place. The document describes how the design of access and connectivity, buildings, spaces, spatial definition, parking and servicing should be approached for each block and includes guidance on building typology, height and architectural style. The Masterplan then sets out the function and design principles of the core public spaces which were identified within the Phase 1 area, aiming to ensure that these integrate with development well, benefit from natural surveillance and are pleasant and safe places to be.



fig. 11: Illustration of Central Park frontage.



fig. 12: Illustration of Cults Burn Corridor.



fig. 13: Diagram highlighting locations of core spaces within Countesswells.

Section 7: Delivery statement

The last section of the document includes a matrix describing an outline delivery strategy that identifies the key infrastructure requirements and the parties to be involved in their delivery at later stages. This sections explains how the development will provide 25% affordable housing, which requirements will be provided on site by the developers and which will be supported by developer contributions.

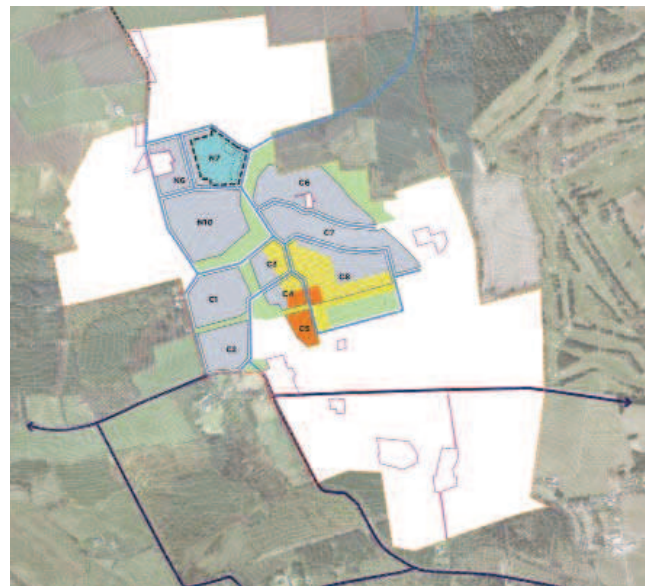


fig. 14: Countesswells, phase 1.



fig. 15: Countesswells, phase 2.



fig. 16: Countesswells, phase 3.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Strategic and Local Transportation Projects Update Report
REPORT NUMBER:	EPI/14/009

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, completion of the 2013/14 programme of works and proposals for the 2014/15 programme of works;
- c) Consider the findings and outcomes of the draft Bridge of Dee Scottish Transport Appraisal Guidance (STAG) Part 1 Appraisal and approve the publication of a final version on the Council website;
- d) Agree that, as resolved by the Nestrans Board at its meeting on 12th February 2014, Concepts 6, 6B and 7 for the Bridge of Dee be progressed to STAG Part 2 Appraisal;
- e) Subject to the agreement of recommendation d), approve the immediate commissioning of the Bridge of Dee STAG Part 2 Appraisal;
- f) Instruct officers to progress the necessary Temporary Traffic Regulation Order (TTRO) for the closure of Schoolhill (between Blackfriars Street and Back Wynd) and Belmont Street (between Schoolhill and Little Belmont Street) on Sunday 21st September 2014 between the hours of 0800 and 1700 for an event to mark In Town Without My Car Day 2014;
- g) Note the costs to the Council associated with the publicly-available electric vehicle (EV) charging points; and

- h) Continue to offer the EV charging service for free until the end of 2014 and instruct officers to review this position in January 2015.

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 30th October and 16th December 2013 and on 12th February 2014. Minutes of the October and December meetings are included as Appendix A to this report. A draft minute of the February meeting is also included in Appendix A – this is due to be agreed at the next meeting of the Board on 2nd April and an approved minute will be included in the next report to this Committee.
- 1.2 Key points to be noted from the reports considered by the Nestrans Board between October 2013 and February 2014 are:
- The Regional Transport Strategy refresh has been approved by the Minister for Transport and Veterans and is now available on the Nestrans website;
 - Scottish Ministers have approved the appointment of Gerry Donald and Duncan Cameron (with immediate effect) and Sandra Macdonald (from April 2014) as non-Councillor members of the Nestrans Board;
 - On 20th March, a new multi-operator bus ticket, the 'Grasshopper', will be launched, with day (£10.50) and weekly (£34.00) tickets available, allowing unlimited travel on all First Aberdeen and Stagecoach Bluebird services, as well as on the services of six smaller operators, within Zones 1-3 (Aberdeen – Stonehaven - Banchory – Echt – Inverurie – Oldmeldrum – Ellon);
 - Trend analysis on the results of the annual Bus Passenger Satisfaction Survey show a gradual improvement in satisfaction levels in Aberdeen, equal to or above benchmark figures;
 - Transport Scotland has announced its Invitation to tender for the ScotRail franchise, with five companies shortlisted. Final bids are required in April 2014, with the contract expected to be

awarded at the end of October and the new franchise coming into operation in April 2015;

- Final invitations to tender for the Caledonian Sleeper franchise have been received. An announcement is expected soon, with a ten year franchise due to commence in April 2015;
- The Department for Transport (DfT) has announced the shortlisted bidders for the InterCity East Coast Passenger franchise. Invitations to tender have now been issued, with bidders given at least three months to develop proposals. The new operator will take over services from February 2015;
- A new overbridge and lifts (fully Disability Discrimination Act compliant) are under construction at Dyce Station and should be fully operational by the end of March 2014;
- A study commissioned by Nestrans to look at crowding in peak time trains in the North East indicates that peak time overcrowding is significant and has increased since 2011;
- A new Health and Transport Plan Programme Support Officer is in post and a consultant has been appointed to review and update the Plan;
- Nestrans has agreed to appoint a local Cycling Development Officer for the North East, jointly funded with Sustrans Scotland. The post holder will support the development of a regional Active Travel Strategy and will assist the Councils and Nestrans in the development and delivery of active travel projects (particularly cross-boundary strategic routes), promotion and marketing of walking and cycling, submission of applications for external funding, monitoring of cycle usage and liaising with organisations such as Sustrans and Cycling Scotland to ensure that the North East is contributing towards the national vision for cycling and that the area is getting its fair share of funding; and
- Nestrans has initiated discussions on an 'Energetica All-Modes Study' with Aberdeenshire Council, Aberdeen City Council and Transport Scotland, to look beyond the planned transport interventions of the Aberdeen Western Peripheral Route (AWPR), Balmedie-Tipperty, 3rd Don Crossing and other schemes, to the future transport needs of the corridor from Aberdeen northwards to Peterhead and Fraserburgh. The study will include the route of the former railway line and the A90. The first steps of this project will be to agree the scope of this study and to develop a brief, as well as to establish a Client Group to oversee the project. It is expected that this study will be conducted in 2014/15.

1.3 Nestrans Capital Programme 2013/14

The Nestrans capital programme expenditure for 2013/14 was agreed at the Nestrans Board meeting on 20th February 2013. A summary of the full programme within Aberdeen City, which is now largely complete, is provided below.

1.3.1 Active Travel

Core Paths

Masonry repairs were undertaken, jointly funded with Aberdeenshire Council, to prevent structural decay to the Don Bridge at Parkhill which forms part of the Formartine and Buchan Way. Coastal path upgrades have been completed, while work on the Woodside House to Persley Castle path to remove a narrow bridge and replace it with a culvert will be complete by the end of March 2014. A number of feasibility studies are being undertaken and will be complete by the end of March. A trail leaflet for the Bridge of Don area is also due for publication in March.

Greenbrae Cycle Project

Continuing the work that has been undertaken within the community since 2011, two new off-road cycle routes have been installed, one from Dubford Road to Middleton Park, the other from Dubford Gardens to Cypress Walk. Infrastructure improvements have continued to be supported by a programme of 'soft measures' interventions including public and school engagement exercises, events and educational initiatives.

Ellon Road Strategic Cycle Links

Following completion of the feasibility study, a detailed design has been prepared for a continuous cycle route north of the Bridge of Don to the B999/A90 roundabout. Funding for implementation of this scheme is now being sought for 2014/15.

Anderson Drive Strategic Cycle Links

Some small-scale improvements have been implemented along the route for the benefit of pedestrians and cyclists. Officers are currently seeking funding for implementation of further improvements during 2014/15.

Dyce Drive Strategic Cycle Links

The design and installation of a missing cycle link from Dyce Avenue to Argyll Road along the north side of Dyce Drive is now being undertaken using Cycling, Walking and Safer Streets (CWSS) funding and will be complete by the end of March 2014.

A96 Aberdeen to Blackburn Cycle Route

A review of the existing facilities has been undertaken, with some recommendations for localised widening and consideration of crossing points along the route. Issues exist with regards to the immediate implementation of these improvements, however officers will continue to seek opportunities for improvements and take advantage of these when they arise. In the meantime, resurfacing work will take place on a section of the shared use route along Auchmill Road to provide a safer surface for users and will be complete by the end of March 2014.

The Parkway Strategic Cycle Links

A feasibility study into, and preliminary design of, a pedestrian and cycle route along the whole length of the Parkway has been completed. Funding is now being sought for detailed design of the preferred route during 2014/15.

Aberdeen Beach Recreational Cycle Route

A recreational route linking School Drive/Golf Road with the Beach Esplanade, jointly funded by the Council's CWSS allocation, is due for completion by the end of March 2014.

Westhill to Aberdeen Cycle Route Improvements

An examination of the Westhill to Aberdeen cycle route was undertaken to identify solutions for drainage problems along the route. No satisfactory solution was found, however, therefore the project was removed from the Nestrans programme. The Council has agreed to add the route to its winter maintenance programme which should ensure problem areas are given attention in the cold weather and icing will be prevented. A grit bin was also added to the area in January to allow cyclists to grit the route when required.

1.3.2 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. The programme for 2013/14 will be complete by the end of March 2014.

Airport Bus Turning Circle

Preliminary work on implementing a bus turning circle at Dyce Station took place during 2013/14. The tender is due to go out in March, with construction expected to be complete during 2014/15.

A96 Park and Choose

Design and contract documentation is underway in anticipation of the facility opening in autumn 2015.

1.3.3 Strategic Road Safety Improvements

Accident Reduction on Strategic Routes

Retexturing took place on sections of the B999 (Murcar Roundabout to Potterton), B979 (Malcolm Road to Westhill) and the road from Kingswells Roundabout to Kirk Brae, Cults.

1.3.4 Freight

A947 Oldmeldrum Road/Dyce Drive Junction Improvement

Relining and junction widening was undertaken to improve turning manoeuvres for HGVs and to ease congestion.

Howe Moss Drive/Dyce Drive Junction Improvement

Design work was undertaken to look at increasing the radii of this junction to improve turning manoeuvres for HGVs, ease congestion and improve pedestrian safety. The project was unable to conclude this year as a result of land ownership issues but is being taken forward as part of the 2014/15 programme.

1.4 Nestrans Revenue Programme 2013/14

The Nestrans revenue programme expenditure for 2013/14 was also agreed at the Nestrans Board meeting on 20th February 2013 and a summary of the projects that took place in Aberdeen City is provided below.

1.4.1 Bus Action Plan

Bus Link Improvements to Anderson Drive

The study to identify improvements for public transport along and across Anderson Drive following implementation of the AWPR continued during 2013/14.

1.4.2 Rail Action Plan

Contribution to Dyce Shuttle Bus

Nestrans made a final financial contribution to the Dyce Shuttle Bus (Service 80) which links Dyce Railway Station to Kirkhill Industrial Estate and Aberdeen International Airport. The service is now operated by Stagecoach Bluebird on a fully commercial basis.

1.4.3 Project Feasibility and Monitoring

Bridge of Dee Project Feasibility and Development

The study into possible transport improvements on and around the Bridge of Dee continued during 2013/14, with the STAG Part 1 Appraisal now largely complete. Further information can be found in section 2 of the main body of this report.

Feasibility and Design Aspects of Locking in the Benefits

The investigation of schemes prioritising sustainable transport movements in the City to take advantage of the benefits offered by the AWPR continued during 2013/14.

Economic and Environmental Assessment for City Centre Pedestrianisation

The Aberdeen City Centre Traffic Model upgrade is complete and has been used to test traffic options for Broad Street in relation to the Marischal Square development.

- 1.5 Nestrans's total expenditure within Aberdeen City for 2013/14 is anticipated to be £892,000 capital and £270,000 revenue.

1.6 Nestrans Capital Programme 2014/15

The Nestrans capital programme for 2014/15 was agreed at the Nestrans Board Meeting on 12th February 2014, subject to the approval of Aberdeen City Council and Aberdeenshire Council. A summary of the proposed programme within Aberdeen City is provided below.

1.6.1 Active Travel

Core Paths (£179,750)

Complete the hard surfacing of the Deeside Way from Peterculter to the City boundary and install hard surfacing and drainage along the Formartine and Buchan Way between Dyce Station and the Parkhill Bridge. Match-funding from Sustrans Scotland is being sought for these projects. Continue the promotion of the Core Path network through the provision of signage and publish a leaflet on the Deeside Way with route details and information on the history and wildlife of the corridor.

Ellon Road Cycle Route Implementation (£110,000)

Implementation of a section of cycle route along Ellon Road between the Bridge of Don and the Parkway, as identified by the feasibility study undertaken in 2013/14. The Council is seeking match-funding from Sustrans Scotland for this project.

Ellon Road Cycle Path Feasibility (£25,000)

Feasibility study into a cycle route on Ellon Road between the Murcar Roundabout and the City boundary, thus extending the feasibility study carried out on the southern section of the route in 2013/14. If budget permits a study will also be undertaken on improving conditions for cyclists south of the Bridge of Don, along King Street towards the City Centre.

The Parkway Cycle Path Detailed Design (£12,500)

Detailed design of a cycle route along the Parkway, following the feasibility study and preliminary design undertaken in 2013/14. The Council is seeking match-funding from Sustrans Scotland for this project.

Riverside Drive Cycle Path (£190,000)

Cycle path improvements and upgrades between King George VI Bridge and the Bridge of Dee to complete a cycle route between Wellington Road suspension bridge and the Bridge of Dee. The Council is seeking match-funding from Sustrans Scotland for this project.

1.6.2 Public Transport

Airport Bus Turning Circle (£394,000)

Completion of work funded in previous years to implement a bus turning circle at Dyce Station. On-site works are anticipated to start in May 2014.

Kingswells Park and Ride Through Access (£37,500)

Contribution to Bus Investment Fund project to improve access to and through Kingswells Park and Ride for bus services.

1.6.3 Strategic Road Safety Improvements

Variable Message Signs (£100,000)

Installation of variable message signs (VMS) to expand coverage. The signs can be used to display road safety and road closure messages, along with journey time information in the future.

1.6.4 Freight

Howe Moss Drive / Dyce Drive Junction Improvement (£40,000)

Increase radii to improve turning manoeuvres for HGVs, ease congestion and improve pedestrian safety.

1.6.5 Strategic Road Prioritised Maintenance

Rob Roy Bridge Reconstruction (£161,250)

Strengthening works on reinforced concrete arch, to be match-funded with Aberdeen City Council.

1.6.6 Various

Aberdeen Cross City Transport Connections (£20,000)

Feasibility study to investigate ways to maximise connectivity between new developments identified in the Aberdeen Local Development Plan.

Energetica Corridor Multimodal Study (£50,000)

All modes study for the Aberdeen to Buchan corridor to consider the feasibility, costs and benefits of options, including new rail lines.

1.7 Nestrans Revenue Programme 2014/15

The Nestrans revenue programme expenditure for 2014/15 was also agreed at the Nestrans Board meeting on 12th February 2014, subject to approval from the Councils. A summary of the proposed programme within Aberdeen City is provided below.

1.7.1 Active Travel

Greenbrae Cycle Project (£5,000)

Soft measures programme, including publicity and promotions, in support of physical measures installed in previous years.

Assessment for City Centre Pedestrianisation (£40,000)

Economic and environmental assessments for Aberdeen City Centre pedestrianisation options.

1.7.2 Bus Action Plan

Repair and Maintenance of Bus Publicity in Aberdeen City and Shire (£10,000)

A programme of repair and maintenance of at-stop publicity throughout the North East during 2014/15.

1.7.3 Rail Action Plan

Aberdeen to Inverness Timetabling Study (£12,000)

Feasibility study into possible timetable changes on the Aberdeen to Inverness railway line.

1.7.4 Project Feasibility and Monitoring

Bridge of Dee Study (£160,000)

Continuation of the study into improving conditions for transport on and around the Bridge of Dee, including STAG Part 2 Appraisal, as described in the next section of this report.

Feasibility and Design Aspects of Locking in the Benefits (£20,000)

Identify, investigate and design improvements to the transport network to "lock in" the benefits of the AWPR.

Wellington Road Multimodal Corridor Study (£20,000)

Study to look at ways of improving conditions for all transport users, but particularly buses and cyclists, along Wellington Road.

1.8 Nestrans's total expenditure within Aberdeen City for 2014/15 is anticipated to be £1,320,000 capital and £267,000 revenue.

1.9 It is therefore recommended that Members endorse development through Nestrans as outlined above, including Board decisions, completion of the 2013/14 programme of work and proposals for the 2014/15 programme of work.

2 Bridge of Dee Capacity Study

2.1 A study commenced in 2010/11 to investigate capacity issues and potential opportunities relating to the existing transport network in the Bridge of Dee area of Aberdeen using the methodologies set out in Scottish Transport Appraisal Guidance (STAG) and Design Manual for Roads and Bridges (DMRB). This update on the latest progress of the study gives a summary of the STAG Part 1 process and seeks approval to commence the formal STAG Part 2 and DMRB Stage 2 assessments.

2.2 Information and documentation on this project are available on the Aberdeen City Council website at the following link:
http://www.aberdeencity.gov.uk/transport_streets/roads_pavements/transport_projects/road_access_from_south_home.asp

A draft report on the STAG Part 1 process, including traffic modelling outcomes and overall conclusion of the study, is now available to view on the website.

2.3 STAG Pre-Appraisal Work

2.3.1 The Bridge of Dee Study STAG Report Volume 1 of 4: Pre-Appraisal was published in April 2012 and outlined the activities comprising the STAG Pre-Appraisal stage. These are:

- Analysis of Problems and Opportunities;
- Objective Setting; and
- Option Generation, Sifting and Development

2.3.2 The STAG Pre-Appraisal concluded with three concepts (plus variants) being taken forward to Part 1 Appraisal, namely:

- Concept 5 – Downstream Crossing;
- Concept 6 – Upstream Crossing of which there are two additional variants:
 - Concept 6A – Upstream Crossing (including link road north of the River Dee between Garthdee Road and South Anderson Drive);
 - Concept 6B – Upstream Crossing (including link road north of the River Dee between Garthdee Road/Inchgarth Road and North Deeside Road); and
- Concept 7 – Adjacent Crossing.

2.3.3 A further two concepts were retained but not assessed in the Part 1 Appraisal:

- Concept 8 – Widening of the existing Bridge of Dee; and
- Concept 9 – Replacement of the existing Bridge of Dee.

These are retained as alternative options should the above concepts not be considered viable during more detailed appraisal.

2.4 STAG Part 1 Appraisal

2.4.1 The STAG Part 1 Appraisal report has assessed the concepts taken forward for further investigation using a 7 point scale against the Transport Planning Objectives (TPOs) of the project and the STAG criteria of environment, safety, economy, integration and accessibility and social inclusion. Performance against established policy directives, feasibility, affordability and public acceptability are also considered using a red, amber and green scale. Each concept has been assessed separately and the results of the assessment are given in separate Assessment Summary Tables. A summary of the findings against each criteria is provided in Appendix B.

2.4.2 The STAG Part 1 Appraisal provides the information necessary for decision makers to understand the implications of each concept in more detail. The report does not provide recommendations on any

preferred concepts as it is for the decision makers to utilise the information provided to draw the comparative conclusions and decide which of the concepts should be progressed for further more detailed Part 2 Appraisal.

2.4.3 The STAG Part 1 Appraisal report forms Volume 2 of 4, with later volumes to be prepared in relation to subsequent activities required to complete the STAG assessment process, namely:

- Volume 3 of 4: STAG Part 2 Detailed Appraisal; and
- Volume 4 of 4: Post-Appraisal

2.4.4 Concepts 5, 6, 6A, 6B and 7 were assessed during Part 1 Appraisal. During the review of concept 6B it was identified that there were significant engineering difficulties at the preferred location of the link road between Garthdee Road/Inchgarth Road and A93 North Deeside Road due to the vertical alignment of the link road being considerably steeper than permitted by current design standards. In addition, operational testing demonstrated that Concept 6 would operate effectively without the additional link. Concept 6B therefore did not progress to full STAG Part 1 Appraisal on the basis that it had been demonstrated not to be necessary as part of the wider solution combined with the proposals for the Bridge of Dee.

2.4.5 A schematic plan showing the proposed location of the remaining concepts taken forward for appraisal is given in Appendix C.

2.5 Discussion on Appraisal Findings

2.5.1 Officers from Nestrans, Aberdeen City Council and the consultants have discussed the findings reported in the study and the conclusions from comparative assessment are as follows:

- Concept 5 be rejected for further consideration on the basis that it performs least favourably in terms of the stated TPOs, it generally does not perform most favourably in terms of the STAG criteria, including failing to provide value for money in terms of its transport economic assessment, and in terms of public acceptability it attracted more negative preferences than positive preferences.
- Concept 6 be selected for further consideration on the basis that it performs favourably in terms of the TPOs and STAG criteria.
- Concept 6A be rejected for further consideration on the basis that it entails a greater extent of works than necessitated by Concept 6, thus resulting in increased impacts, without providing appreciable additional benefits compared to Concept 6 and, in terms of public acceptability, additional concerns were noted in respect of the implications of this Concept.

- Concept 7 be selected for further consideration on the basis that it performs favourably in terms of the TPOs and STAG criteria and, in terms of public acceptability, it attracted more positive than negative preferences

2.5.2 The appraisal concluded that Concept 6B be rejected for further consideration on the basis that the link has been demonstrated not to be necessary as part of the wider solution combined with the proposals for the Bridge of Dee. However, the A93/Inchgarth Road link has not been considered to the same level of details as other concepts and therefore, to enable a consistent comparison between all concepts to be fully explored, it is considered appropriate to take this concept forward for further consideration to enable it to be progressed to a comparable level of detail.

2.6 Next Stage

2.6.1 At its meeting on 12th February 2014, the Nestrans Board considered the outcomes of the study and agreed, subject to Aberdeen City Council approval, that Concepts 6, 6B and 7 be progressed to Stag Part 2 Appraisal. An allowance to continue the study next financial year is included within the 2014/15 Nestrans budget approved by the Nestrans Board.

2.6.2 This process will include further consultation with stakeholders and members of the public and the findings of the study will be reported to Nestrans and Aberdeen City Council for consideration and decision making. The outcome of this process is anticipated to be selection of the option to be progressed for statutory authorisation and implementation.

2.6.3 It is therefore recommended that Members consider the findings and outcomes of the draft Bridge of Dee STAG Part 1 Appraisal and approve the publication of a final version on the Council website. Also, that Members agree that Concepts 6, 6B and 7 be progressed to Part 2 Appraisal and instruct officers to continue to work with partners to undertake the Part 2 Appraisal.

3 European Mobility Week 2014

3.1 European Mobility Week (EMW) is an annual campaign promoting sustainable urban mobility, organised with the political and financial support of the Directorates-General for the Environment and Transport of the European Commission. The aim of the campaign, which runs from 16th to 22nd September each year, is to encourage local authorities to introduce and promote sustainable transport measures and to invite citizens to try out alternatives to car use. The week culminates in 'In Town Without My Car Day' (ITWMCD) when participating towns and cities initiate one or several permanent or temporary road closures within their area, restricting the movement of

cars and reserving the area instead for pedestrians, cyclists and public transport. In this way, citizens can experience the enjoyment of being out in the streets without worrying about the discomfort and dangers usually presented by motor traffic.

- 3.2 Since its inception in 2002, the impact of EMW has been steadily growing both across Europe and around the world. In 2013, 1,931 local authorities from 47 countries officially registered for the campaign. Aberdeen was one of 6 local authorities in the UK to do so and one of only 2 in Scotland.
- 3.3 Aberdeen City Council, working with partners in the Getabout group, has participated in EMW since 2009. The programme usually consists of a series of sustainable transport themed events running throughout the week (in public areas, schools, universities, with local businesses and also internal Council events), culminating in ITWMCD when the Council has, since 2010, formally closed a road to motor traffic for the day and filled it instead with information stalls, events and activities for members of the public to visit and participate in on the themes of sustainable transport, air quality and road safety.
- 3.4 ITWMCD events in Aberdeen have been growing in scale and prominence since 2010:
 - 2010 – Greenbrae Crescent: activities for schoolchildren on a closed section of road outside Greenbrae School;
 - 2011 – Belmont Street: sizeable public event on an already predominantly pedestrianised street;
 - 2012 – Beach Esplanade: larger public event involving the closure of a sizeable section of the public highway;
 - 2013 – Schoolhill and Belmont Street: large public event involving the closure of a section of the public highway in a prominent City Centre location.
- 3.5 The 2013 event on Schoolhill and Belmont Street was the most ambitious and successful to date in terms of scale, visitor numbers and positive feedback. The temporarily pedestrianised space was devoted to a family event focusing on air quality and sustainable transport. A number of attractions were available to members of the public free of charge, including the Getabout Bicycle Roadshow, a bike doctor, rickshaw rides and electric vehicle demonstrations. A number of external organisations with a stake in clean and healthy forms of transport were also present to promote the work they do and the services they offer, including Co-Wheels, First Aberdeen, Stagecoach Bluebird, Aberdeen Cycle Forum, Alpine Bikes, Home Energy Scotland, Adventure Aberdeen, the Council's City Wardens team and the MUSIC Project's 'Take Back the Streets' group. It is estimated that more than 2000 members of the public engaged with some element of the event. Feedback from local businesses was also positive, with one requesting that the 2014 event take place in the same location, saying: *It was a magical atmosphere outside our shop and we saw a footfall*

into our shop of 4 times what we normally see on a Sunday. There was no negative feedback, as far as officers are aware, on the road closure itself, with traffic flows not unduly inconvenienced by the event and only one low-frequency bus service having to change route for the duration of the event.

- 3.6 Given the success of the event in 2013, officers propose holding a similar event in the same location on Sunday 21st September 2014. Hosting a large scale City Centre event of this nature for the second consecutive year will demonstrate the Council's commitment to sustainable urban living, overcoming air quality problems in the City Centre and encouraging our citizens and visitors to think more sensibly about their transport options.
- 3.7 It is anticipated that the costs for the event will be met by Nestrans (via the Getabout partnership), CARE North and the Scottish Government.
- 3.8 It is therefore recommended that Members instruct officers to progress the necessary Temporary Traffic Regulation Order (TTRO) for the closure of Schoolhill (between Blackfriars Street and Back Wynd) and Belmont Street (between Schoolhill and Little Belmont Street) on Sunday 21st September 2014 between the hours of 0800 and 1700 for an event to mark In Town Without My Car Day 2014.

4 Electric Vehicle Charging

- 4.1 At the meeting of this Committee in May 2013, Members agreed to offer the electric vehicle (EV) charging service for free to members of the public until the end of December 2014, with users still expected to pay for the cost of parking in car parks where charges applied. This was on the agreement that the decision would be reviewed in March 2014 with usage and costs reported back to this Committee.
- 4.2 A recent benchmarking exercise revealed that Edinburgh City Council, Aberdeenshire Council, Dundee City Council and the Union Square Shopping Centre in Aberdeen all operate their EV charge points on the same basis as Aberdeen City Council and are planning to do so until at least the end of 2014. Moray Council charges for the use of its EV chargers but not for parking. Glasgow City Council is the only Scottish local authority that officers are aware of that allows EVs to park for free in Pay and Display car parks whilst charging their batteries.
- 4.3 Figures for usage of Aberdeen's publicly available EV charging points are now available and can be seen in the table below. Unfortunately costs are not available for units in Marischal College, Frederick Street or West North Street car parks as these are connected to the electrical supply for the whole car park.

Site	Time Period	Energy consumed	Average monthly cost	Total Cost (£)
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		(KWH)		
Sclattie Park	02/08/2013 – 23/01/2014	7591	£166.64	£956.51
Chapel Street	19/07/2013 – 18/12/2013	6338	£159.94	£799.69
Gallowgate (7kW)	11/07/2013 – 18/12/2013	2699	£68.24	£341.23
Gallowgate Rapid Charge	11/07/2013 – 12/12/2013	635	£19.65	£98.25
Polmuir Road	19/7/2013 – 25/11/2013	5638	£177.61	£710.43
Kingswells Park and Ride	19/7/2013 – 24/1/2014	127	£7.38	£44.30
Total cost since July 2013				£2950.41

Table 1: Usage of EV Charge Points in Aberdeen – Energy Consumed and Total Cost (£)

4.4 The costs shown are higher than the estimates supplied by Transport Scotland, included in the May 2013 report. This assumed that, based on every site being used around twice a week, and with the average EV charge costing around £2.50, free EV charging would cost the Council around £200 per month. The findings show that the real cost is around £650 per month and, at current levels, will cost the Council around £8,000 to the end of 2014. The extra costs can be attributed to the following factors

- On average, the units are being used 15% more than was predicted;
- The units operate 24 hours a day and, in addition to the electricity used to charge vehicles, use electricity to illuminate the units, to feed data back to Transport Scotland's back office system which monitors usage, and to power the information screens; and
- The Gallowgate (7kW) unit currently plays host to one of the Co-wheels electric Car Club cars and hosted a second car between September and January 2014. Both of these cars are frequently used by Council staff.

4.5 Although the cost to the Council is higher than anticipated, usage figures reveal that there is an appetite for EVs in Aberdeen and figures from the Electric Vehicle Association Scotland (EVAS) reveal that the number of EV owners in North East Scotland has increased since the units were installed. Furthermore, Scottish Government data for 2013 shows that three of Aberdeen's streets are exceeding agreed Nitrogen Dioxide (NO₂) levels – Wellington Road, Union Street and Market Street – while for Particulate Matter (PM₁₀), Market Street and Wellington Road have the highest levels in Scotland with Union Street and King Street also exceeding the Scottish Standard. Transport

emissions are contributing factors to all of these readings. Given that EVs are zero emission, they are clearly part of the solution to these air quality problems. It is therefore recommended that the Committee note the costs to the Council associated with the publicly-available electric vehicle charging points, continue to offer the EV charging service for free until the end of 2014 and instruct officers to review this position in January 2015.

- 4.6 Work is progressing to install three additional EV charge points in the City. Officers are working with Scottish and Southern Energy (SSE) and Siemens to ensure that the double fast chargers at Golden Square and Dunmail Avenue and the new rapid charger at Aberdeen Snowsports Centre, Garthdee, are operational by April 2014.
- 4.7 In January 2014, the Council was awarded £23,000 from Transport Scotland's "Grant funding for the Upgrade of Electric Vehicle (EV) Combi Rapid Charging units to Combo CCS Charging Infrastructure Across Scotland" scheme. This will allow the two rapid chargers at Sclattie Park and Gallowgate, installed with Transport Scotland funding in 2013, to be upgraded so that they are compatible with a greater range of electric vehicles, due to launch in 2014. The deadline for the completion of this work is June 2014.

B) Issues for Information

Active Travel and Air Quality

5 External Funding

- 5.1 The below table summarises the external funding that was attracted to the Council by officers during 2013/14 for various active travel and air quality projects.

Sustrans Community Links Fund 2013/14	£32,500
Sustrans School Cycle and Scooter Parking Fund 2013/14	£6,148
Cycling Scotland Bikeability Support Plus Fund 2013/14	£35,000
The Scottish Government, Smarter Choices Smarter Places	£5,808
The Scottish Government, Air Quality Action Plan	£50,000
CARE North Plus	£21,500
Transport Scotland Electric Vehicle Infrastructure	£63,000
Officer for Low Emission Vehicles Public Sector Estates Chargepoints Scheme	£10,800
TOTAL	£224,756

Table 2: ACC External Funding for Active Travel and Air Quality Projects 2013/14

- 5.2 Officers have now prepared further applications to Sustrans Scotland's 2014/15 Community Links Fund for improvements to the following active travel infrastructure:
- Deeside Way (£92,523);
 - Formartine and Buchan Way (£92,000);
 - The Parkway pedestrian and cycle improvements (£12,500);

- Ellon Road cycle route (£110,000);
- River Dee Ppth (£190,000); and
- National Cycle Network Route 1 re-routing at Stoneywood (£15,000)

Successful projects will be match-funded by the Nestrans 2014/15 capital programme, the exception being the Stoneywood path for which 100% funding has been requested. Successful projects are due to be announced in April 2014.

Public Transport

6 Bus Lane Enforcement

6.1 Aberdeen City Council began the enforcement of bus lane violations in April 2013. The money accrued to date (in terms of fines from offenders) is shown in the graph below.

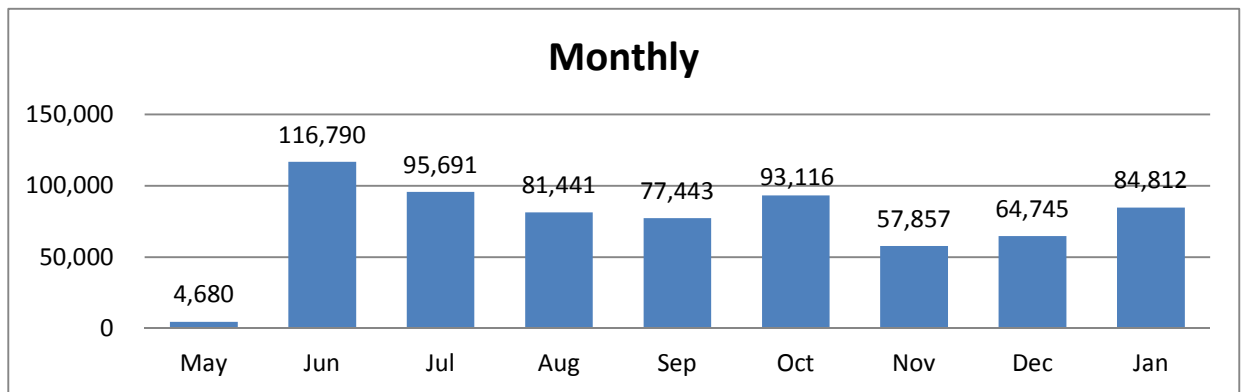


Figure 1: ACC Monthly Income from Bus Lane Violations (£)

6.2 By the end of January 2014, the scheme had generated £750,000. Of this, £146,000 has contributed towards the operational requirements of the system, including staff time and the purchase and installation of additional cameras. As per the legislative requirements of the Scottish Statutory Instrument, any remaining income must be allocated towards achieving, either directly or indirectly, Aberdeen City Council policies relating to the Local Transport Strategy.

6.3 It is intended that, in March each year, a list of proposals for expenditure of that year's bus lane income will be shortlisted and agreed upon for implementation during the next financial year. The list of schemes and their priority may vary from year to year and will be subject to the funds available. Proposals for 2014/15 are described in a separate report to this Committee.

Major Projects

7 Non-Housing Capital Projects

- 7.1 The following are the key milestones for a number of projects funded by the Non-Housing Capital programme:
- 7.2 Projects within the Energetica corridor:
- **Third Don Crossing:** design and contract documentation underway; site preparation works including tree felling underway; main contract underway - spring 2014; start construction – summer 2014; opening - autumn 2015;
 - **A96 Park and Choose:** design and contract documentation currently underway; start construction - summer 2014; opening - autumn 2015;
 - **Dyce Drive Link Road:** design and contract documentation currently underway; start construction - summer 2014; opening - spring 2015 (connection to A96 subject to AWPR contract programme); and
 - **Aberdeen Western Peripheral Route/Balmedie - Tippetty:** procurement underway; start construction - autumn 2014; opening - spring 2018.

Others:

- **South College Street Corridor Improvements:** start construction - early 2015; opening - early 2016;
- **Berryden Corridor:** budget for Phases 1-3 (Denburn to St. Machar Drive) approved in February 2014; timescales are being reviewed to reflect the budget decision;
- **Marischal Square - Option Appraisal:** the outcomes of the Transport Assessment on options for Broad Street are being reported to this Committee in a separate report; 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.

Other

8 Scottish Transport Awards 2014

- 8.1 The 2014 Scottish Transport Awards will take place on 19th June 2014 in Glasgow. Aberdeen City Council will be submitting entries in the following categories - Contribution to Sustainable Transport (The Aberdeen Car Club) and Transport Team or Partnership of the Year (European Mobility Week 2013). Shortlisted entries are due to be announced in March.

9 STAR Conference

- 9.1 The 2014 Scottish Transport Applications and Research (STAR) conference takes place in Glasgow on 21st May with the aim of encouraging researchers and practitioners with an interest in Scottish transport to present and debate recent research and applications.

Interested parties were invited to submit an outline for a paper in December 2013 and officers in the Transport Strategy and Programmes Team prepared a submission to showcase the work undertaken to establish the Aberdeen Co-wheels Car Club. The paper, titled “How can a local authority facilitate the successful implementation of a car club, both for the benefit of residents and the future prosperity of the city?” has successfully been included in the Conference with an officer of the team set to present it.

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

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Appendix A

NORTH EAST TRANSPORT PARTNERSHIP

Minute of Meeting of the North East Transport Partnership

Aberdeen, 30 October 2013

Present: Councillor Argyle (Chairperson); and Councillors Crockett, Finlayson and McCaig (Aberdeen City Council), Councillors Buchan, Clark, and Latham (Aberdeenshire Council).

Councillor Taylor (Aberdeen City Council) was in attendance as an observer.

In attendance: Jenny Anderson (Nestrans), Rebecka Coull (Aberdeen City Council), Rab Dickson (Nestrans), Derick Murray (Nestrans) and Ewan Wallace (Aberdeenshire Council).

Apologies: Councillor Milne (Aberdeen City Council), Dr Bochel and Stephen Archer (Advisers to the Board), Eddie Anderson and David Sullivan (External members).

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

<http://www.nestrans.org.uk/58/board-meetings.html>

MINUTE OF PREVIOUS MEETING

1. The Board had before it the minute of its previous meeting of 28 August 2013.

The Board resolved:

to approve the minute as a correct record.

LIAISON BETWEEN REGIONAL TRANSPORT PARTNERSHIPS, THE SCOTTISH GOVERNMENT AND OTHERS

2. With reference to article 5 of the minute of its previous meeting of 28 August 2013, the Board had before it a report by the Director which provided an update on liaison with other Regional Transport Partnerships (RTPs), the Scottish Government and others.

The meetings included –

- Transport Scotland regarding aviation in Edinburgh on 29 August 2013
- Transport Scotland regarding rail issues by video conferencing on 30 August 2013
- Regional Transport Partnership Chairs meeting in Campbeltown on 4 September 2013

- Health and Transport Action Plan steering group in Aberdeen on 13 September 2013
- Sustrans in Aberdeen on 14 September 2013
- Transport Scotland regarding Energetica corridor study in Glasgow on 17 October 2013
- Transport Scotland regarding a new Liaison Officer in Aberdeen on 18 October 2013
- Transport Scotland regarding A9 and A96 in Perth on 23 October 2013
- East Coast Main Line Group in Perth on 23 October 2013
- Local Authorities/Bus Operators Forum steering group in Aberdeen on 25 October 2013

A discussion took place regarding the information screens at Guild Street, and officers advised that the upkeep of the area was a split responsibility between the shopping centre and stage coach, and two of the screens were the responsibility of Aberdeen City Council, with the responsibility for the remainder of the screens being with Stagecoach.

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:

- (i) to approve the recommendation; and
- (ii) to request that the trend analysis which had been undertaken further to the bus survey be presented to a future meeting.

STRATEGIC TRANSPORT FUND – UPDATE

3 With reference to article 5 of the minute of its previous meeting of 12 June 2013, the Board had before it a report by the Director which updated members on the payments received into the Strategic Transport Fund since the aforementioned meeting.

The report recommended –

that the Board notes the update on payments into the Strategic Transport Fund.

The Board resolved:

- (i) to approve the recommendation; and
- (ii) to request that officers include more detail on the agreed schemes in the report to the next meeting of the Board.

ACCESS TO LAURENCEKIRK

4. With reference to article 9 of the minute of its previous meeting of 28 August 2013 the Board had before it a report by the Director advising of progress to date in taking forward proposals for improved access from the A90 into Laurencekirk.

The report recommended –

that the Board –

- (a) notes the process being undertaken to appoint a consultant; and
- (b) notes the action being taken to discuss the need for the consultancy study with the local community and to brief local elected representatives on the process going forward.

The Board resolved:

to approve the recommendations.

PROGRESS REPORT

5. With reference to article 15 of the minute of its previous meeting of 28 August 2013, the Board had before it a progress chart summarising the work in the three sub strategies of the Regional Transport Strategy as at 23 October 2013.

A discussion took place regarding the overcrowding and lack of catering on carriages between Aberdeen and Inverness. Officers advised that a survey had been undertaken on this issue and had indicated that there was significant overcrowding on some lines.

The Board resolved:

- (i) to note the content of the progress chart; and
- (ii) to request that officers write on behalf of the Board to raise concerns at the overcrowding on carriages between Aberdeen and Inverness.

PUBLICATIONS AND CONSULTATIONS

6. With reference to article 16 of the minute of its previous meeting of 28 August 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 –

- Scotland's Marine Plan
- European Guidelines on state aid to airports and airlines
- Revised statutory guidance on Local Bus Services
- Visioning Aberdeenshire 2013 – 2050
- Aberdeenshire Council draft Passenger Transport Strategy and Public Transport policy statement
- Civil Aviation Authority consultation on airspace reclassification

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.

BUDGET MATTERS

7. With reference to article 3 of the minute its previous meeting of 28 August 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 one proposed virement to the budget.

The report recommended –

that the Board:

- (a) note the monitoring position and forecast; and
- (b) agree the virement of £40,000 to “waking and cycling” as detailed within the report.

The Board resolved:

to approve the recommendations.

INFORMATION BULLETIN

8. With reference to article 17 of the minute of its previous meeting of 28 August 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 –

- Airports Commission
- National Transport Awards
- Scottish cities alliance hydrogen bus projects
- Prestwick Airport
- Third Don Crossing and airport link road update
- South College Street and Berryden Road update
- Proposed feasibility study – Buchan corridor
- Dyce railway station and turning circle
- Letter from the Minister for Transport regarding rail issues
- Nestrans' press releases
- Getabout events.

A response received from the Minister for Transport and Veterans was circulated to members for information.

In relation to page 67 of the report, it was noted that Transport Scotland were supportive of the feasibility study being an all modes study, following STAG principles and under the banner of Energetica.

The report recommended –

that the Board note the content of the report.

The Board resolved:

to approve the recommendation.

CONFERENCES AND PRESENTATIONS

9. With reference to article 18 of the minute of its previous meeting of 28 August 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

10. With reference to article 19 of the minute of its previous meeting of 28 August 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:

- (i) to approve the recommendation; and
- (ii) to request that in future a glossary of acronyms be provided as a matter of course in the agenda packs.

- PETER ARGYLE, Chairperson

NORTH EAST TRANSPORT PARTNERSHIP

Minute of Meeting of the North East Transport Partnership

Aberdeen, 16 December 2013

Present: Councillor Argyle (Chairperson); Councillor Milne (Deputy Chairs); and Councillors Finlayson, McCaig and Taylor (Aberdeen City Council), Councillor Clark, (Aberdeenshire Council); and David Sullivan (External Member).

In attendance: Stephen Archer (Adviser to the Board), Tom Buchan (Aberdeenshire Council), Louise Calder (Marketing and Communications Officer), Kirsty Chalmers (Nestrans), Rebecka Coull (Clerk to the Board), Derick Murray (Nestrans), Ken Neil (Senior Engineer, Aberdeen City Council) and Andrew Stewart (Health and Transport Coordinator),

Apologies: Eddie Anderson (Deputy Chair), Dr Bochel (Adviser to the Board), Rab Dickson (Nestrans), Councillor Latham (Aberdeenshire Council)

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

<http://www.nestrans.org.uk/59/board-meetings.html>

MINUTE OF PREVIOUS MEETING

1. The Board had before it the minute of its previous meeting of 30 October 2013.

The Board resolved:

- (i) to approve the minute as a correct record; and
- (ii) to thank officers for providing the very helpful glossary of acronyms.

LIAISON BETWEEN REGIONAL TRANSPORT PARTNERSHIPS, THE SCOTTISH GOVERNMENT AND OTHERS

2. With reference to article 2 of the minute of its previous meeting of 30 October 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 –

- Local Authorities Bus Operating Forum steering group in Aberdeen on 25 October 2013

- Seven Cities Alliance Forum in Edinburgh on 29 October 2013
- Transport Scotland in relation to the Haudagain roundabout via videoconference on 1 November 2013
- Regional Transport Partnership lead officers in Perth on 13 November 2013

A response from Baroness Kramer, Minister for State in relation to HS2 was circulated to members.

The report recommended –

that the Board note progress on liaison arrangements with other Regional Transport Partnerships, the Scottish Government, and others, and arrangements for future meetings.

The Board resolved:

to approve the recommendation.

REGIONAL TRANSPORT STRATEGY REFRESH

3. With reference to article 7 of the minute of its meeting of 28 August 2013, the Board had before it a report by the Director which advised member so on the comments received on the Regional Transport Strategy refresh from the Scottish Government, and minor amendments made to the document prior to submission to Scottish ministers for final approval.

The report recommended –

that the Board approve the minor wording amendments and the resubmission of the final Regional Transport Strategy back to Transport Scotland to put forward for Ministerial approval.

The Board resolved:

to approve the recommendation.

STRATEGIC TRANSPORT FUND – UPDATE

4. With reference to article 3 of the minute of its previous meeting of 30 October, the Board had before it a report by the Director which updated members on the payments received into the Strategic Transport Fund since the aforementioned meeting.

The report recommended –

that the Board:

- (a) note the update on payments into the Strategic Transport Fund; and
- (b) note the prioritised list of interventions and delivery timescales currently being consulted on.

The Board resolved:

- (i) to approve the recommendation; and

- (ii) to request that officers include more detail on the agreed schemes in the report to the next meeting of the Board.

VERBAL UPDATE ON APPOINTMENT COMMITTEE

5. With reference to the minute of meeting of the Appointment Committee of 13 December 2013, and article 8 of the minute of its meeting of 28 August 2013, the Board heard from the Director who advised that the aforementioned meeting of the Appointment Committee had met and conducted informal interview with six candidates, and had agreed (i) to offer the two current vacant positions of non councillor member to the Nestrans' Board to Gerry Donald and Duncan Cameron, subject to the consent of Scottish Ministers; (ii) to offer the third vacant position of non councillor member to the Nestrans' Board (as of April 2015) to Sandra Macdonald, subject to the consent of Scottish Ministers; and (iii) to instruct the Director to undertake the necessary arrangements to receive the consent from the Scottish Ministers.

The Board resolved:

to note the update provided.

FREIGHT ACTION PLAN REFRESH

6. The Board had before it a report by the Director which updated members on progress made towards a refreshed Freight Action Plan for the north east.

The report recommended – that the Board:

- (a) note the responses to consultation on the Freight Action Plan refresh;
- (b) instruct officers to redraft the Plan in conjunction with Council colleagues, taking account of the comments received; and
- (c) instruct officers to submit a finalised version to a future meeting of the Board.

The Board resolved:

to approve the recommendation.

RAIL MATTERS

7. The Board had before it a report by the Director which provided information on (1) rail franchises; (2) overcrowding; (3) timetable changes (4) Dyce railway station and turning circle; and (5) East Coast mainline authorities. The Board was also circulated a response from the Minister for Transport and Veterans in relation to overcrowding.

The report recommended –

that the Board agrees the contribution of £1250 to the East Coast mainline authorities business case, and otherwise note the content of the report.

The Board resolved:

to approve the recommendation.

ACTIVE TRAVEL ACTION PLAN: CYCLING DEVELOPMENT OFFICER

8. The Board had before it a report by the Director which advised member of progress in relation to developing an Active Travel Plan and recommended that the Board establish an agreement with Sustrans to enable the appointment of a Cycling Development Officer.

The report recommended –

that the Board –

- (a) note the content of the report;
- (b) agree in principle to appoint a Cycling Development Officer, subject to further discussions with Sustrans, and with officers in legal and personnel; and
- (c) agree to consider the financial implications outlined above in deliberations of the budget in 2014/15 and 2015/16.

The Board resolved:

to approve the recommendations.

PROGRESS REPORT

9. With reference to article 5 of the minute of its previous meeting of 30 October 2013, the Board had before it a progress chart summarising the work in the three sub strategies of the Regional Transport Strategy as at 6 December 2013.

The Board resolved:

to note the content of the progress chart.

PUBLICATIONS AND CONSULTATIONS

10. With reference to article 6 of the minute of its previous meeting of 30 October 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 –

- Aberdeen City Council local transport strategy questionnaire
- Aberdeenshire Council local development plan main issues report
- Night flying restrictions at Heathrow, Gatwick and Stansted: stage 2 consultation

- A96 dualling Inverness to Aberdeen public exhibition feedback form
- Draft Scottish Planning Policy: Sustainability and Planning.

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.

BUDGET MATTERS

11. With reference to article 7 of the minute its previous meeting of 30 October 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 one proposed virement to the budget.

The report recommended –

that the Board:

- note the monitoring position and forecast as at 30 November 2013; and
- note the virement of £20,000 within the budget sub head of Bus Improvements.

The Board resolved:

to approve the recommendations.

2014/15 FUNDING

12. The Board had before it a report by the Treasurer which outlined the revenue and capital requests for 2014/15 and asked that members agree the proposals for preparing draft capital and revenue budgets for future consideration.

The report recommended –

that the Board:

- instruct the Director to write to the local authorities outlining the Board's considerations and requesting that contributions be allowed for in the Councils' budgets; and
- instruct a further report detailing the proposed 2014/15 capital and revenue budget expenditure for consideration at the next meeting of the Board.

The Board resolved:

to approve the recommendations.

INFORMATION BULLETIN

13. With reference to article 8 of the minute of its previous meeting of 30 October 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 –

- Prestwick Airport
- Access to Laurencekirk study
- Inveramsay bridge roads orders
- Bus passenger satisfaction survey trend analysis 2009 – 2013
- Social transport collaboration solutions project
- Nestrans' press releases
- Getabout events.

The report recommended –
that the Board note the content of the report.

The Board resolved:
to approve the recommendation.

CONFERENCES AND PRESENTATIONS

14. With reference to article 9 of the minute of its previous meeting of 30 October 2013, the Board had before it a report by the Director summarising recent and forthcoming conferences of interest to the Partnership along with presentations by Nestrans and its partners.

The Board resolved:
to note the information as presented.

PENDING BUSINESS AND REPORTS FOR FUTURE MEETINGS

15. With reference to article 10 of the minute of its previous meeting of 30 October 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.

DATES OF FUTURE MEETINGS

16. The Board has before it a list of proposed dates of future meetings.

The Board resolved:

to agree that future meetings would be held on the following dates at 2pm in Woodhill House:

- Wednesday 12 February 2014
- Wednesday 2 April 2014
- Wednesday 18 June 2014
- Thursday 21 August 2014
- Thursday 9 October 2014
- Tuesday 9 December 2014.

THANKS TO OFFICERS

17. The Chairperson thanked officers for their hard work over the past year. His comments were echoed by all members.

- **PETER ARGYLE, Chairperson**

NORTH EAST TRANSPORT PARTNERSHIP

Minute of Meeting of the North East Transport Partnership

Aberdeen, 10 February 2014

Present: Councillor Argyle (Chairperson); Councillor Milne and Eddie Anderson (Deputy Chairs); and Councillors Finlayson and Taylor (Aberdeen City Council), Councillors Buchan and Clark (Aberdeenshire Council); Gerry Donald and Duncan Cameron (Non Councillor Members).

In attendance: Jenny Anderson (Nestrans), Dr Bochel (Adviser to the Board), Tom Buchan (Aberdeenshire Council), Louise Calder (Marketing and Communications Officer), Rebecka Coull (Clerk to the Board), Rab Dickson (Nestrans), Derick Murray (Nestrans), and Andrew Stewart (Health and Transport Coordinator),

Apologies: Steven Archer (Adviser to the Board), Councillor Latham (Aberdeenshire Council), Councillor McCaig (Aberdeen City Council) and David Sullivan (Non Councillor Member).

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

<http://www.nestrans.org.uk/60/board-meetings.html>

WELCOME

1. The Chairperson welcomed Gerry Donald and Duncan Cameron to their first meeting of the Board, and also noted that Sandra Macdonald, who would be joining the Board as a member in April 2014, was in attendance as an observer.

MINUTE OF PREVIOUS MEETING

2. The Board had before it the minute of its previous meeting of 16 December 2013.

The Board resolved:

to approve the minute as a correct record.

LIAISON BETWEEN REGIONAL TRANSPORT PARTNERSHIPS, THE SCOTTISH GOVERNMENT AND OTHERS

3. With reference to article 2 of the minute of its previous meeting of 16 December 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 –

- Health and Transport Action Plan Steering Group in Aberdeen on 6 December 2013
- High Speed Rail Scotland Benefits and Vision Sub Group on Glasgow on 7 January 2014
- RUNWAYS UK Conference in London on 16 January 2014
- High Speed Rail Scotland Group in Glasgow on 27 January 2014
- UK Government/ Scottish Government on cross border travel in Edinburgh on 29 January 2014
- Laurencekirk Station Research Advisory group in Glasgow on 29 January 2014.

The report recommended –

that the Board note progress on liaison arrangements with other Regional Transport Partnerships, the Scottish Government, and others, and arrangements for future meetings.

The Board resolved:

to approve the recommendation.

REGIONAL TRANSPORT STRATEGY REFRESH – APPROVAL

4. With reference to article 3 of the minute of its meeting of 16 December 2013, the Board had before it a report by the Director which advised members that the Regional Transport Strategy (RTS) refresh had now been approved by the Minister for Transport and Veterans.

Members intimated their thanks to all officers involved in this piece of work.

The report recommended –

that the Board note the approval of the RTS refresh 2013 – 2035.

The Board resolved:

to approve the recommendation.

STRATEGIC TRANSPORT FUND – UPDATE

5. With reference to article 4 of the minute of its previous meeting of 16 December 2013, the Board had before it a report by the Director which updated members on the payments received into the Strategic Transport Fund since the aforementioned meeting.

The report recommended –

that the Board:

- (a) note the update on payments into the Strategic Transport Fund; and
- (b) note the number of responses received to the consultation on the strategic transport fund prioritisation.

The Board resolved:

to approve the recommendation.

NESTRANS' APPOINTMENT COMMITTEE

6. With reference to article 5 of the minute of its previous meeting of 16 December 2013, the Board had before it a report by the clerk which advised as to the outcome of the Appointment Committee of 13 December 2013, and that Scottish Minister approval in respect of the appointments had been received on 8 January 2014.

The report recommended –

that the Board:

- (a) note that Scottish Ministers had approved the appointment of Gerry Donald and Duncan Cameron (with immediate effect) and Sandra Macdonald (as of April 2014) as non councillor members of the Nestrans' Board, as per the recommendation of the Appointment Committee of 13 December 2013; and
- (b) to approve the minute of the Appointment Committee of 13 December 2013 (as appended to the report) as a correct record.

The Board resolved:

to approve the recommendations.

POSSIBLE JOINT MEETING OF ACSEF AND NESTRANS BOARD

7. The Board had before it a report by the Director which suggested that the Board have a joint meeting with the ACSEF Board to discuss the upcoming project constructions and the new regional transportation strategy.

Members suggested that it may be beneficial for officers to produce a communications strategy to clarify the respective roles of the difference Boards.

The report recommended –

that the Board agrees to hold a joint meeting with the ACSEF Board members.

The Board resolved:

to approve the recommendation with the addition of the invitation for this joint meeting being extended to all members of the Strategic Development Planning Authority.

BRIDGE OF DEE STAG PART 1 APPRAISAL

8. With reference to article 9 of the minute of its previous meeting of 18 April 2012, the Board had before it a report by the Director which advised as to the content of the draft Scottish Transport Appraisal Guidance (STAG) Part 1 report that had been submitted by consultants.

The report recommended –

That the Board:

- (a) consider the draft STAG Part 1 Appraisal for the Bridge of Dee, and approve a final version for publication on the Bridge of Dee project pages that are held on the Aberdeen City Council website, with a link to be provided from the Nestrans' website;
- (b) refer the report to Aberdeen City Council for consideration, and Aberdeenshire Council for information, along with a recommendation that concepts 6 and 7 as detailed within the report be progressed to STAG Part 2; and
- (c) subject to the agreement of the recommendation of Aberdeen City Council, approve the immediate commissioning of the STAG Part 2 Appraisal.

At this juncture it was clarified that recommendation (c) above meant that no action would be taken on this matter until Aberdeen City Council had taken a decision in this regard.

The Board resolved:

to approve the recommendations subject to Concept 6B as detailed within the report also being progressed to STAG Part 2 Appraisal.

RAIL MATTERS

9. With reference to article 7 of the minute of its previous meeting, the Board had before it a report by the Director which provided information on (1) rail franchises; (2) Caledonian Sleeper; (3) Scotrail; (4) Aberdeen – central belt and Aberdeen – Inverness studies; (5) Dyce railway station; (6) East coast mainline authorities; and (7) overcrowding.

The report recommended –

that the Board note the content of the report.

The Board resolved:

to approve the recommendation.

ACTIVE TRAVEL ACTION PLAN – UPDATE

10. With reference to article 8 of the minute of its previous meeting of 16 December 2014, the Board had before it a report by the Director which advised members of progress in relation to developing an Active Travel Plan.

The report recommended –
that the Board:

- (a) note the content of the report;
- (b) agree the broad outline and focus of the strategy; and
- (c) agree to consider the financial implications outlined above in deliberations of the budget in 2014/15 and 2015/16.

The Board resolved:

to approve the recommendations.

PROGRESS REPORT

11. With reference to article 9 of the minute of its previous meeting of 16 December 2013, the Board had before it a progress chart summarising the work in the three sub strategies of the Regional Transport Strategy as at 5 February 2013.

The Board resolved:

- (i) to note the content of the progress chart;
- (ii) to request that Aberdeen City Council's Air Quality Action Plan be reported to a future meeting; and
- (iii) to request that officers write to Aberdeen International Airport to raise concerns around the lack of shelter at the disabled drop off point.

PUBLICATIONS AND CONSULTATIONS

12. With reference to article 10 of the minute of its previous meeting of 16 December 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 –

- Aberdeen City Council local development plan main issues report
- National planning framework 3

The report recommended –

that the Board note the content of the report and the documents referred to therein and approve the suggested responses to the consultation.

The Board resolved:

to approve the recommendation.

BUDGET MATTERS

13. With reference to article 11 of the minute its previous meeting of 16 December 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 one proposed virement to the budget.

The report recommended –

that the Board:

- (a) note the monitoring position and forecast as at 31 December 2013; and
- (b) approve the virements detailed below:

Project	Current Budget	Proposed Virement	Revised Budget
Kintore Railway Station	£300,000	(£300,000)	nil
Ellon Park & Ride	£65,000	(£30,000)	£35,000
A90 Schoolhill Park & Choose	£30,000	(£10,000)	£20,000
Fraserburgh Bus Station (increased contribution)	£76,000	£144,000	£220,000
A947 Towie Turner House	nil	£24,000	£24,000

Project	Current Budget	Proposed Virement	Revised Budget
A944/A97 Junction at Deskry	nil	£39,000	£39,000
A98 Longmanhill – Headition to Roadman's Cottage	nil	£103,000	£103,000
A920 Colpy to Potts Rayne	£195,000	£24,000	£219,000
A952 North of Shanna's Cottages to Wester Pettymarcus	£90,000	£5,000	£95,000
A944 Tillyfourie Westwards	£122,000	£1,000	£123,000
Airport Bus Turning Circle	£426,000	(£394,000)	£32,000
A96 Great Northern Rd approach to Haudagain resurfacing	nil	£63,000	£63,000
A96 Great Northern Rd from St Machar Dr to Printfield Walk resurfacing	nil	£116,000	£116,000
A944 Skene Rd westbound from Kingswells roundabout to Little Brodiach Cottage resurfacing	nil	£117,000	£117,000
A944 Lang Stracht bus gate to A944 Skene Road roundabout resurfacing	nil	£98,000	£98,000

The Board resolved:

to approve the recommendations.

2014/15 BUDGET PROPOSALS

14. The Board had before it a report by the Treasurer which presented the capital and revenue budgets for 2014/15, subject to available funding being confirmed.

The report recommended –

that the Board approve the 2014/15 revenue and capital budgets of £1,026,350 and £2,467,000 with programmes as detailed in appendices 2 and 3, subject to anticipated funding levels being confirmed and making any appropriate adjustments following the Board's consideration.

The Board resolved:

to approve the 2014/15 revenue and capital budgets of £1, 026, 350 and £2,467,000 with programmes etc as detailed in appendices 2 and 3, subject to anticipated funding levels being confirmed.

INFORMATION BULLETIN

15. With reference to article 13 of the minute of its previous meeting of 16 December 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 –

- Access to Laurencekirk study
- Traveline Scotland talking phone app
- Edinburgh to Glasgow rail improvement programme
- Airports Commission interim report
- Guidance on the protection of regional air access to London
- Aberdeen Health Village
- Strategic Development Plan reporter's findings
- Scottish Transport Awards
- Nestrans' press releases
- Getabout events and communications.

The report recommended –

that the Board note the content of the report.

The Board resolved:

- (i) to approve the recommendation; and
- (ii) to request that officers write to the Scottish Government to express the Board's concern around the cost associated with the Glasgow to Edinburgh rail improvements.

CONFERENCES AND PRESENTATIONS

16. With reference to article 14 of the minute of its previous meeting of 16 December 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

17. With reference to article 15 of the minute of its previous meeting of 16 December 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

Bridge of Dee Study

Summary of findings against each of the STAG Part 1 Appraisal Criteria

Environment: The most significant differentiator in environmental effects is related to the nature of the bridge crossing structures considered, with those which require works within the river being considered less favourable than those which do not require such works. When comparing similar bridge types, all concepts score broadly similarly, with minor variations. Although some environmental benefits are anticipated, all concepts are anticipated to result in adverse environmental impacts. While the assessment of the scale of these impacts is similar between concepts, in terms of cumulative impacts, Concept 7 may be considered less unfavourable than Concepts 5, 6 and 6A, on the basis that its effects occur within a more localised area.

Safety: All concepts score broadly similarly in providing safety benefits, with Concepts 6 and 6A scoring marginally more favourably than Concepts 5 and 7.

Economy: Concepts 6, 6A and 7 score most favourably in providing economic benefits, with Concept 5 scoring least favourably and failing to provide value for money in terms of its transport economic assessment.

Integration: Concepts 6, 6A and 7 score most favourably in providing integration benefits, with Concept 5 scoring least favourably.

Accessibility and Social Inclusion: All concepts score similarly in providing accessibility and social inclusion benefits.

Established Policy Directives

Established policy directives are considered to be generally supportive of Concepts 6, 6A and 7, and generally opposed to Concept 5.

Feasibility

As with the Environmental criterion, the greatest differentiator in terms of feasibility is related to the nature of the bridge crossing structures and whether these entail works within the river. Where such works are required these are considered inherently more technically challenging and complex than if they are not required.

When comparing similar bridge types, Concept 5 is considered the least technically challenging and complex option, with Concepts 6, 6A and 7 each being considered to be somewhat technically challenging and complex.

Affordability

As with the Environmental and Feasibility criteria, the greatest differentiator in terms of cost is related to the nature of the bridge crossing structures and whether these entail works within the river. Where increased spans are

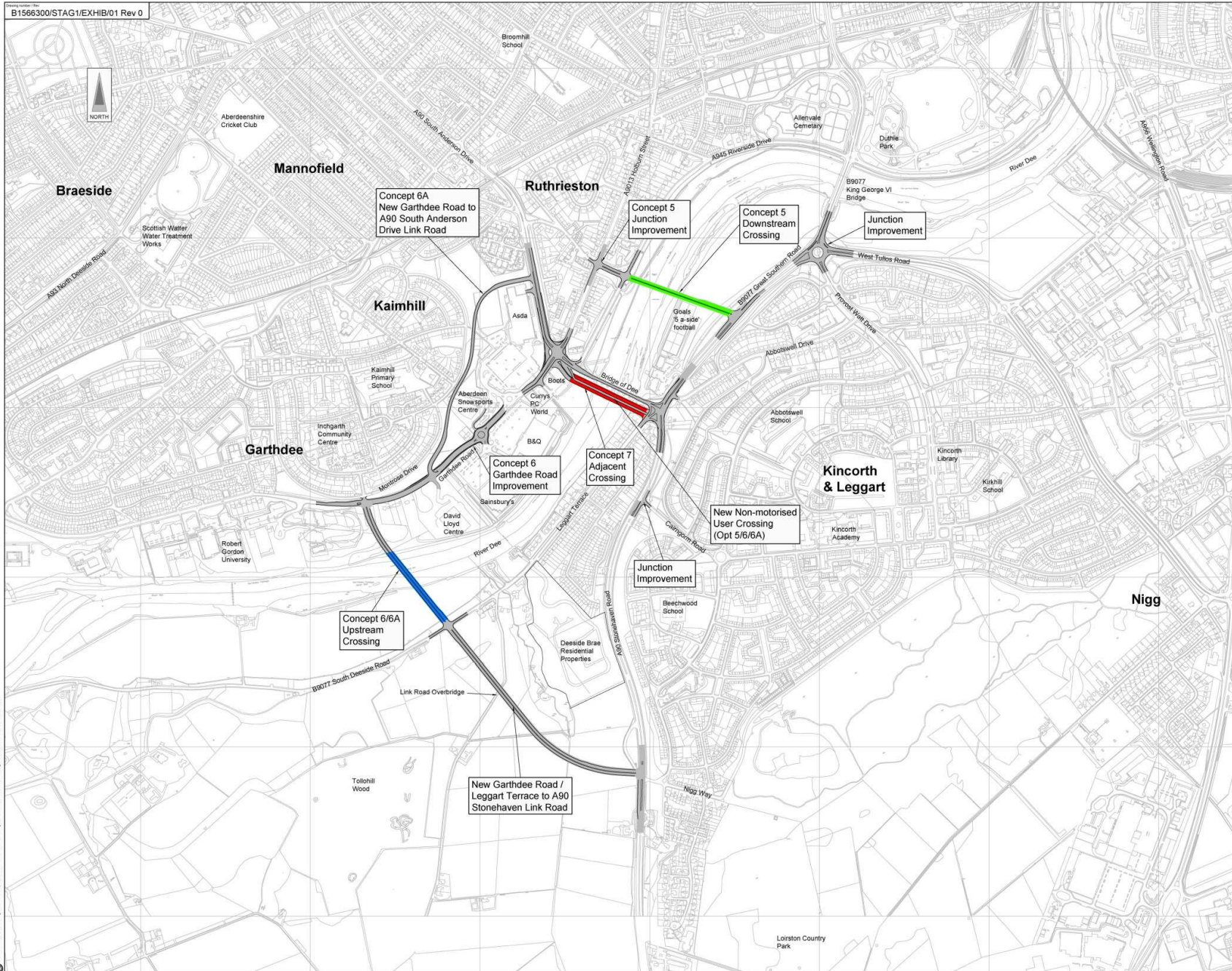
required to eliminate the need for works within the river, these result in increased scheme costs. In overall terms, when comparing similar bridge types, the concepts are considered to have broadly similar costs.

Public Acceptability

A public exhibition of project proposals was held in September 2013. Although most people did not express a preference between options, of those that did, Concept 7 received more positive than negative preferences, Concepts 6 and 6A received similar levels of positive and negative preferences, and Concept 5 received more negative than positive preferences.

Appendix C
Bridge of Dee Study – STAG Part 1 Concepts

B1566300/STAG1/EXHIB/01 Rev 0



Legend

- Concept 5
- Concept 6/6A
- Concept 7

Rev	By	Date	Description	IT	EC	AS	AK
0			Issue for Information				
JACOBS							
ABERDEEN CITY COUNCIL							
BRIDGE OF DEE STUDY							
EXHIBITION DRAWINGS INDICATIVE ROUTE OPTIONS COMPOSITE PLAN							
FOR INFORMATION							
Date	01.12.2020	Drawing Scale					
Client No.	B1566300						
B1566300/STAG1/EXHIB/01 0							

This drawing is not to be used in whole or part other than for the intended purpose and project as defined on this drawing. Refer to the contract for full terms and conditions.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Newhills Expansion Area Development Framework
REPORT NUMBER:	EPI/14/013

1 PURPOSE OF REPORT

- 1.1 This report outlines the Newhills Expansion Area Development Framework, prepared as a strategy for the future development of land identified in the Aberdeen Local Development Plan (ALDP) as OP29 (Craibstone South), OP30 (Rowett South) and OP31 (Greenferns Landward).
- 1.2 A summary document of the Development Framework is appended to this Committee Report (Appendix 1). The full Development Framework for Newhills is a large document containing a lot of illustrative material and can be viewed by via the following link:

www.aberdeencity.gov.uk/masterplanning
- 1.3 A hard copy of the full Development Framework is available in the Members' Library (Town House), within the Planning and Sustainable Development Service at Ground Floor North, Marischal College, or by contacting the Masterplanning, Design and Conservation Team.
- 1.4 The Development Framework has been made available to the Bucksburn and Newhills, Dyce and Stoneywood and Kingswells Community Councils for information prior to this report being considered for public consultation in accordance with the Council's approved Aberdeen Masterplanning Process.

2 RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
 - (a) Approve the Newhills Expansion Area Development Framework as Interim Planning Advice; and
 - (b) Agree for officers to implement the process to ratify the Development Framework as Supplementary Guidance. This will

include a 6 week public consultation with results reported to Committee prior to submission to Scottish Government.

2.2 Definitions

'Interim Planning Advice' – this specifies that the Development Framework is in the public domain and available for the purposes of a formal City-wide consultation. As such it becomes a material consideration in the determination of any planning application. The duration of consultation will typically be 4 weeks, given that public engagement has taken place throughout the preparation of the Framework. This allows responses to be collated and reported back in the next Committee cycle.

'Supplementary Guidance' (SG) – this is adopted and issued by a planning authority in connection with a Local Development Plan and, as a result, any such guidance will form part of the Development Plan. Before adoption, the SG must be publicised and a period for representations to be made specified, this includes targeting key consultees and stakeholders who may want the opportunity to comment. Following the specified consultation period and as a result of comments received, relevant changes will be made to the final document before reporting back to Committee and subsequent submission to Scottish Ministers. After 28 days have elapsed, the authority may then adopt the guidance unless Scottish Ministers have directed otherwise.

3 FINANCIAL IMPLICATIONS

3.1 A plan of the site ownership is shown in Section 2.3 (page 18) of the Development Framework. The Landowners of the 3 sites are:

- Scotland's Rural College SRUC – Landowner OP29 Craibstone South
- The University of Aberdeen – Landowner OP30 Rowett South
- Aberdeen City Council – Landowner OP31 Greenferns Landward

As such the Council has a financial interest in the planning designation and future development of the site

3.2 The Landowners have met the cost of preparation of the Development Framework including all consultation and engagement. The proposals will result in efficiencies in the determination of future planning applications related to the Development Framework, leading to a reduction in Council staff time to assess future detailed proposals.

4 OTHER IMPLICATIONS

4.1 The Development Framework reduces the risk of piecemeal and inappropriate development in the site area. This is particularly

important for this area given that there are three adjacent development sites. The Development Framework ensures that each site is fully integrated as appropriate and will be supported by a robust delivery plan that will ensure delivery of necessary infrastructure to support development. Mixed use development and the efficient use of land will contribute towards the Council's aim of promoting sustainable economic development.

- 4.2 Approving the Development Framework will contribute to efficiencies in determining future planning applications and a reduction in Council staff time to assess future detailed proposals. By encouraging acceptable forms and uses of new development to be agreed publicly, it allows more informed decision making to be made earlier, saving time and resources for staff, applicants and the public.
- 4.3 The Development Framework contributes towards a higher rate of new house building in the City, including 25% affordable housing provision in accordance with the Aberdeen Local Development Plan (2012).
- 4.4 In accordance with the Aberdeen Local Development Plan: Action Programme and the Infrastructure and Developer Contributions Manual, the Development Framework references how the development will seek to address requirements for cumulative and local transport infrastructure; public transport along with walking and cycling.
- 4.5 A Strategic Environmental Assessment has been undertaken on the Newhills Expansion Area sites as part of the preparation of the Aberdeen Local Development Plan. An individual SEA Screening Report has also been undertaken on the Newhills Expansion Area Development Framework document. This Screening Report concludes there is unlikely to be any significant environmental effects from the proposed development. The Screening Report is currently with the three statutory consultation agencies for determination and agreement.

5 BACKGROUND / MAIN ISSUES

- 5.1 The Development Framework has been produced by Optimised Environments Ltd (OPEN) on behalf of Scotland's Rural College SRUC, the University of Aberdeen and Aberdeen City Council as joint landowners. The Development Framework aims to create a residential led mixed use urban expansion to the west of the city. A multi disciplinary project team has contributed to the preparation of the Framework, consisting of:

- Scotland's Rural College SRUC – Landowner OP29 Craibstone South
- The University of Aberdeen – Landowner OP30 Rowett South
- Aberdeen City Council – Landowner OP31 Greenferns Landward
- CALA Management Ltd – Development Partner OP29 Craibstone South

- Bon Accord Land Promotion Ltd – Development Partner OP30 Rowett South
- Optimised Environments Let (OPEN) – Masterplanners
- Ryden – Planning Consultants
- Ironside Farrar – Environmental Consultants
- Fairhurst Ltd – Transport and Engineering Consultants

Site Description

- 5.2 The Newhills Expansion Area is located to the west of Aberdeen and comprises of three sites; OP29 Craibstone South, OP30 Rowett South, and OP31 Greenferns Landward.
- 5.3 The Expansion Area is bounded to the north and north-east by the A96 and by the existing residential area of Bucksburn to the east. The Aberdeen Western Peripheral Route will form a boundary to the north-west. The remaining boundaries on the south and south-west are formed by landscape areas and are designated Green Belt.
- 5.4 The site is largely in agricultural use, with the exception of OP29 Craibstone South which is home to Scotland’s Rural College SRUC and provides a variety of teaching and research facilities. A consolidated campus would remain onsite as part of the proposals.
- 5.5 The site is characterised by generally east-facing slopes which fall from high points towards the vicinity of Brimmond Hill down towards the corridor of the River Don. There are a number of tree belts, woodland blocks and existing buildings that will be retained on the site.
- 5.6 The site falls within the Bucksburn and Newhills and Dyce and Stoneywood Community Council boundaries. To the south the site directly abuts the Kingswells Community Council boundary

Policy Summary

- 5.7 The Development Framework has been prepared following the Council’s adopted Aberdeen Masterplanning Process and contributes towards the Scottish Government and Aberdeen Local Development Plan policy aims of raising design quality through the 6 key qualities of creating successful places, namely – distinctive, welcoming, safe and pleasant, adaptable, easy to get to and move around, and resource efficient.
- 5.8 The Newhills site is identified in the Aberdeen Local Development Plan (2012) as follows:

Site	Local Development Plan Period		Future Growth
	2007 - 2016	2017 - 2023	2024 - 2030
OP29 Craibstone South	750 homes	250 homes	-
OP30 Rowett South	1000 homes	700 homes	240 homes
OP31 Greenferns Landward	750 homes	250 homes	500 homes
Phased Totals	2500 homes	1200 homes	740 homes
Grand Total	4440 homes		

- 5.9 The ALDP states that a combined masterplan is required for the three sites, and this Framework satisfies this requirement.
- 5.10 A contribution of 25% affordable housing is required within this site, part of which will include a Gypsy and Traveller site in accordance with Policy H7 of the Local Development Plan.
- 5.11 This proposal helps bring forward land for development in the early phases of the Local Development Plan and helps meet the targets and objectives in the Structure Plan, including that development should generally be no less than 30 dwellings per hectare as an average across the whole site.

Concept and Vision

- 5.12 The Development Framework details the vision for Newhills as a distinctive and sustainable new extension to Aberdeen which will offer a choice of neighbourhoods within easy reach of significant employment areas.
- 5.13 This vision is underpinned by five core principles:
1. Highly connected place
 2. Distinctive neighbourhoods shaped by existing landscape features
 3. Local services to address the needs of residents
 4. Access to adjacent employment and leisure
 5. A defined countryside edge

Character Areas

- 5.14 A number of broad character areas have been identified across the Development Framework area which reflect a variety of approaches and identities. The detail of these areas will be progressed and refined within subsequent masterplan documents.

Character Area	Description
1	Craibstone South “urban village” including village core, SRUC and village green. Wide variety of house types and densities which respond to specific existing character and landscape features. Residential areas contained within mature woodland.
2	Full range of residential densities from highest at A96(T) down to lowest at west end adjacent to proposed playing fields. Primary school to be fully integrated with potential for distinctive landmark building. Carefully planned to accommodate retained housing areas at Forrit Brae and Eastside Gardens. Contains extension of Hopetoun Grange in form of formal parkland and tree avenue.
3	Residential density to respond to topography and centrally located mixed use blocks, shaped by principle streets from A96(T), field boundaries and existing avenue of trees along Hopetoun Grange. Linear park (Hopetoun Meadows) to be focus of housing area to south.
4	Largely medium density residential area which crosses Kepplehills Road. Area to take character and identity cues from central open space which runs as east-west valley between Holmhead Farm and rear of properties on Kepplehills Drive.
5	Diverse range of residential densities held together with common response to adjacent open space along Bucks Burn corridor. Medium and low density residential area of urban-edge character accommodating primary school. Links to edge of site to allow for pedestrian/cycle connections south.

Access and Connectivity

- 5.14 The Development Framework aims to ensure a high degree of pedestrian and cycle connectivity through and beyond neighbourhoods. There will be a number of paths within and through the site which will also connect into the wider core path and cycle network around the site. Core paths throughout the site have also been identified as suitable for equestrian access. The Framework considers the different types of paths that would be appropriate within the site.
- 5.15 Discussions with public transport operators have led to a proposed strategy on page 51 of the Framework. This strategy identifies proposed extensions to existing facilities and potential new routes. Feedback from both First Bus and Stagecoach on these proposals has been supportive.
- 5.16 Prior to the completion of the Aberdeen Western Peripheral Route (AWPR), and other major highway improvements within this area, development at the north of the site would utilise existing access

arrangements from the A96. This will be via the Dyce Drive / A96 roundabout for OP29 Craibstone South and via the existing Forrit Brae access for OP30 Rowett South. Other access points at Hopetoun Grange and Kepplehills Road would allow development to commence at OP30 Rowett South and OP31 Greenferns Landward. A strategy relating to the delivery of infrastructure (including roads) is set out in Section 6.2.

Noise and Air Quality

- 5.17 Air quality and noise assessments will be required to determine the impacts of the development, both pre and post AWPR. Additional traffic resulting from the proposed development and other approved developments in the area has the potential to cause a detrimental effect on the Anderson Drive / Haudagain roundabout / Auchmill Road Air Quality Management Area (AQMA) and Candidate Noise Management Areas (CNMAs) detailed in the Aberdeen Draft Noise Action Plan. The proposals will need to ensure there are no adverse noise or air quality impacts on residents living in these areas.

Streets

- 5.18 The permeability of the site and the indicative street types are shown on page 53 of the Development Framework. The street hierarchy of Newhills aims to be permeable with a clear hierarchical network which would include key routes which make significant connections to the local road network, streets which would allow connections across the site and across different development areas, and shared surfaces and lanes to provide local access. An additional layer of circulation and movement is also proposed via vehicle free pedestrian and cycle routes. Street design is a fundamental part of the character of the Newhills development as a whole.

Residential Led Mixed Use Development

- 5.19 The Development Framework proposes a residential led new community, with 3 neighbourhood centres spread through the expansion area. These centres are shown on the plan on page 46 and will likely include uses such as retail, café, and office on ground floor with flatted properties above.
- 5.20 In addition, 2 new primary schools will be located within the expansion area, and new residents will also be able to utilise facilities within the retained SRUC buildings on the Craibstone campus.

Housing

- 5.21 As noted above, the total Local Development Plan allocation for the site is 4440 units. In order to address this, the agreed capacities for each site are as follows:

- OP29: 700 - 800 units
- OP30: 1940 - 2040 units
- OP31: 1500 - 1600 units

The final capacities of the sites will be examined in further detail during subsequent Masterplan / detail design exercises. The exercise undertaken to set the above initial capacities is discussed further in Sections 4.3 and 4.4 of the Development Framework.

- 5.22 The proposals for Newhills include a mix of house types, densities and uses. The majority of development will be 2-3 storeys in height, although some areas of around 4 storeys are proposed in the neighbourhood centres and adjacent to key routes such as the A96.
- 5.23 The average density of the site will be over 30 dwellings per hectare which is in accordance with both Structure Plan and Aberdeen Local Development Plan policies. High density areas of over 65 units per hectare are proposed in and around the neighbourhood centres, with lower density areas of up to 25 units per hectare proposed towards the countryside edges. A diagram explaining density can be found on page 61 of the Framework document.
- 5.24 Masterplans for the individual sites will set out more detail; however the overall Expansion Area will provide a range of apartments and flats, terraced units, townhouses, semi-detached houses, and detached houses.
- 5.25 There is a requirement for the site to deliver 25% affordable housing in accordance with Policy H5 – Affordable Housing of the Local Development Plan. The table on page 80 of the Framework shows that there will be 25% provided as part of each Local Development Plan phase. The affordable housing provision includes a site for Gypsies and Travellers in accordance with Policy H7 of the Local Development Plan. Two options for the location of the Gypsy/Traveller site are shown on page 46. A preferred option will be agreed at Masterplan stage.

Environment, Ecology and Open Space

- 5.26 The provision and integration of appropriate open space is fundamental to the design and layout of the Newhills Expansion Area. The existing landscape character of the site has driven an approach which defines a hierarchy of open space which stretches across the individual site boundaries.
- 5.27 The landscape framework for Newhills is shown on pages 55 - 60 of the Development Framework. The total open space provision is over 80 hectares of the overall site area of 219 hectares. This is significantly above the minimum requirement of 29.5 hectares. The Framework has been designed with reference to ACC's Open Space

Supplementary Guidance (March 2012). Section 5.5.5 – 5.5.7 of the Framework details how the key open spaces and their functions will be accommodated throughout the site.

- 5.28 The strategy proposes an open space provision which is appropriate to the place, well-considered and equitable in its distribution and efficiently managed. Two areas of Major Open Space are identified (Gough Burn Park and Burnbrae Commons) and all residents of the Expansion Areas would be within 1500m of one or both of these spaces. Six further spaces have been identified which would function as neighbourhood open spaces. These are generally linear open spaces which would take advantage of existing landscape features and would vary in character from formal parks to playing fields and play zones. Local open space is also distributed throughout the Framework area and generally associated with retained landscape features, at key junctions or other linking spaces which support pedestrian and cycle movements.
- 5.29 A range of play zones are distributed across the Framework area to ensure that residents are within 400m. As far as practical these play zones have been positioned where they can benefit from passive surveillance and overlooking from adjacent residential properties.
- 5.30 In terms of outdoor sports and recreation areas, the required provision for the anticipated population at Newhills has been calculated at around 15 hectares. Due to the topography of the site there are limited areas of land which could potentially accommodate large-scale outdoor sports surfaces without compromising the ability to deliver the ALDP allocation. As such, a strategy has been developed which results in the Framework area including the following:
- 3.8 hectares of pitches / playing fields (excluding Forrit Brae)
 - 0.5 hectares of Multi Use Games Areas (MUGAs)
 - 6 – 8.5 hectare of cross-country / long distance routes
- Total: 10.3 – 12.8 hectares
- 5.31 The final design, detail and maintenance of these open spaces will be addressed through detailed Masterplanning exercises for each area of the site. Discussion may be required with the Planning Gain Team to determine if a further off-site contribution is required given the shortfall identified. Further discussion on this provision is provided in Section 5.5.10 of the Development Framework.
- 5.32 A number of ecological surveys have been carried out to inform the evolution of the Development Framework, these include badger, otter, water vole, and red squirrel survey as well as a Phase 1 Habitat Survey. The Framework aims to enhance biodiversity and improve ecology within the site. There will also be the requirement to carry out

further ecological studies to inform and further develop detailed design proposals and planning applications.

Infrastructure

- 5.33 A detailed break down of the Infrastructure Requirements for the site is presented within Section 6 of the Development Framework.
- 5.34 Education provision – the ALDP Action Programme details the requirement to provide three primary schools and one new secondary school within the Newhills Expansion Area. The Council's Education Team have reviewed the number of houses to be delivered in the development, and it has been estimated that there is a likely requirement for a total of 888 primary pupil places, based upon 0.2 pupils per house. As Aberdeen City Council currently has a policy of building schools to accommodate either two stream (maximum of 420 pupil places) or three stream primaries (maximum of 630 pupil places), it is anticipated that only two primary schools (one two stream and one three stream) will be required as a result of the development. This total provision would allow for 1050 pupils. As such, two primary schools have been provided within the Development Framework, the locations of which are shown on page 46.
- 5.35 Primary school provision will initially be accommodated within existing school capacity until a time where appropriate pupil numbers have been generated to allow construction of new schools. The detail and exact phasing of the school requirements will be identified in later Masterplans, however the first new primary school is envisaged to be required by circa 2019 (viable from 600-700 units).
- 5.36 With regards secondary school provision, given the total proposed number of houses as 4440, with a forecast pupil ratio of 0.15 pupils per house, it is anticipated that circa 666 secondary pupils will result from the development. The Education Team have advised that this is significantly below the total number of pupils that would be required to establish a viable new secondary school, and therefore it is their recommendation that alternative provision is made for secondary education. This would include investigating options of increasing capacity at the zoned secondary school (Bucksburn Academy) as well as placing pupils at adjacent schools and the future options around provision of a new secondary school to the south of this development at Countesswells. As such, no secondary school site has been proposed within the Development Framework.
- 5.37 The requirement to provide safe routes to school has been identified within the Development Framework and routes will be provided within the detailed Masterplans for each site.
- 5.38 Health care provision – the ALDP Action Programme details the requirement for a new GP practice along with dental and community

pharmacy facilities. The location of the proposed health centre is shown on page 46 of the Framework, within the Rowett South neighbourhood centre. The smaller health care facilities including the pharmacies will be accommodated within the neighbourhoods to allow provision to be spread across the site.

- 5.39 Water and drainage – a full list of requirements will be identified following completion of a detailed Drainage Impact Assessment and Scottish Water Development Impact Assessment. A Drainage Strategy will also be prepared and submitted as part of subsequent planning applications.
- 5.40 A Transport Assessment will be carried out to inform the design of the streets network, access, junctions and any required improvements. Detailed Masterplans for each development site will be produced to provide more detail on all of the infrastructure requirements and their phasing.
- 5.41 The Development Framework references the requirement for the development to contribute towards the Strategic Transport Fund.

Phasing

- 5.42 An indicative phasing strategy is presented in Section 6.1 of the Framework, and the diagrams on pages 81-82 clearly show the desired direction of development.

Public Consultation and Involvement

- 5.43 Throughout the design process for Newhills, the project team have involved the local community and stakeholders in the proposals. Design for the site has evolved with continued input from the community. Their input has been fundamental in shaping the proposals ensuring that they meet the aspirations for the site. Events that took place during the preparation of the Development Framework include:
- Public Exhibition - August 2013
 - Public Exhibition – October 2013

- 5.44 The main issues arising from consultation during the preparation of the Development Framework include:

- Transportation

A number of responses highlighted concerns over the existing transport network surrounding the site. Issues included the poor quality of existing roads, congestion, road safety and the importance of the delivery of the AWPR.

Detailed Transport Assessments will determine the level of development that could be accommodated prior to strategic infrastructure being in place. The TAs will also determine the level of improvement required to the current road network. Initial transportation modelling has been undertaken to look at the strategic and cumulative impacts of the development on the existing and future surrounding road network and an access strategy has been produced which seeks to encourage alternative forms of transport.

The upcoming delivery of the AWPR and consequential “de-trunking” of the A96 will also have a direct and positive impact on the surrounding road network affecting the development. Detailed discussions will take place with the bus operators to ensure that the site is well serviced by public transport.

- Gypsy / Traveller Site

A number of responses highlighted concern about the provision of a Gypsy / Traveller site within the Development Framework area in the context of the existing site at Clinterty and the decision of Aberdeen City Council to identify a short-term halting site at Howes Road.

It is a policy requirement within the Local Development Plan that a new Gypsy / Traveller site should be provided within the Newhills Expansion Area. Two options for the location of the Gypsy/Traveller site are shown on page 46. A preferred option will be agreed at Masterplan stage.

- Open Space and Affordable Housing

A number of responses highlighted open space as a key issue which should be integral to the development of the site. The Development Framework has incorporated a range of high quality formal and informal open space provision whilst making the best use of fluid connections to existing and surrounding areas, as discussed previously in the report.

Concern was also raised regarding the provision of affordable housing and, in particular, a number of local residents sought assurances that the affordable housing elements would be an on site contribution rather than off site. As discussed above, the table on page 80 of the Framework shows that there will be 25% on site provision will be provided as part of each Local Development Plan phase.

5.45 Details of the comments received throughout the preparation of the Framework, the engagement process and responses can be found in Section 1.5 of the Development Framework.

5.46 Pending approval of this report, the Newhills Expansion Area Development Framework will be the subject of a 6 week statutory

consultation beginning on Monday 17th March 2014. The following list highlights those that will be consulted. Please note that this is not an exhaustive list:

- Bucksburn and Newhills Community Council
- Dyce and Stoneywood Community Council
- Kingswells Community Council
- Aberdeen City Council services
- Aberdeen City and Shire Strategic Planning Authority
- Aberdeenshire Council
- Aberdeen Cycle Forum
- Forestry Commission Scotland
- Scottish Water
- SEPA
- Scottish Natural Heritage
- Historic Scotland
- Scottish Enterprise Grampian
- Transport Scotland
- NHS Grampian
- NESTRANS
- Planning Gain Team
- Sport Scotland

5.47 The results of the statutory consultation will be reported to the Enterprise, Strategic Planning and Infrastructure Committee in due course, including any recommended amendments to the Development Framework.

5.48 It is important to note that engagement will continue throughout the development process, during the preparation of individual Masterplans, and any subsequent planning applications.

6 IMPACT

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

6.2 The proposal contributes to the 5 Year Business Plan in terms of objective – Communication and Community Engagement; sharing our plans and aspirations for the city, – delivering an up-to-date plan, – facilitating new development projects to improve Aberdeen’s living environment and, – support open space initiatives.

- 6.3 The proposal contributes towards the Aberdeen City Council Administrations vision for Aberdeen: 2012 – 2017, particularly creating a City which is a great place to live, bring up a family, do business and visit. It specifically contributes to the follows objectives: Governance – encouraging citizens to participate in design and development; Living – improving opportunities for physical activity; Environment – energy efficient design and construction, attractive streetscapes and access to green space; Economy – improve access to range of affordable housing; Mobility – encourage cycling, walking and promoting a sustainable transport systems which reduce carbon emissions.
- 6.4 The proposal is consistent with the Council’s Corporate Plan in particular with regard to delivering high levels of design from all development, maintaining an up-to-date planning framework, sustainable development and open space provision.
- 6.5 The proposal will assist in the delivery of the Council’s Strategic Infrastructure Plan (SIP) by helping to achieve the key goal of ‘A Step Change in the Supply of Housing’ by contributing to key projects such as enabling the delivery of affordable housing and delivering the housing element of the Strategic Development Plan.
- 6.6 The proposal is consistent with the Planning and Sustainable Service Plan, in particular engaging the community in the planning process, and the delivery of Masterplans/Development Frameworks in line with The Aberdeen Masterplanning Process.
- 6.7 An Equalities and Human Rights Impact Assessment has been prepared. In summary:

Race	The proposals include the provision of a Gypsy Traveller site to improve access to facilities.
Younger	The proposals include the provision of education facilities and recreational Play Spaces for children. In addition there will be opportunities for nursery development.
Other Housing	Greater provision of housing to meet the housing demand, affordable housing to meeting housing needs, and a range of housing types to suit differing needs and as a result of demographic change.
Health	Improved access to useable open spaces for leisure pursuits and opportunities for walking/cycling/exercise. The proposals also include provision for a health centre, dental surgery and community pharmacies within the mixed use areas.

7 BACKGROUND PAPERS

- The Newhills Expansion Area Development Framework January 2014 is a large document containing a lot of illustrative material and can be viewed by accessing the following link:
www.aberdeencity.gov.uk/masterplanning
- Aberdeen Local Development Plan 2012
<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=42278&slD=9484>
- Aberdeen Masterplanning Process 2008 (article 22, Planning Committee Minute, 6/11/08)
http://www.aberdeencity.gov.uk/Planning/pla/pla_planningbriefs.aspx
- 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>
- Appendix 1: Newhills Expansion Area Development Framework – Summary Document

8 REPORT AUTHOR DETAILS

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✉ CMcArthur@aberdeencity.gov.uk

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NEWHILLS

Development Framework

February 2014

SUMMARY

Newhills Expansion Area Development Framework: Summary

Introduction

The Newhills Expansion Area Development Framework comprises three distinct sites: Craibstone South (OP29), Rowett South (OP30) and Greenferns Landward (OP31). The Newhills Expansion Area site is located on the western edge of Aberdeen, and is bounded to the north and north-east by the A96(T) Aberdeen – Inverness trunk road and by the existing residential area of Bucksburn to the east. The planned Aberdeen Western Peripheral Route will form a boundary to the north-west. The remaining boundaries on the south and south-west are formed by landscaped areas and are designated Green Belt. The total site area is 2220 hectares (ha).

The Aberdeen Local Development Plan (ALDP) allocates the Newhills Expansion Area for the provision of 4,440 houses in the period to 2030. This is split amongst the three individual sites as follows: Craibstone South 1,000 homes, Rowett South 1,940 homes and Greenferns Landward 1,500 homes. The ALDP states that a combined masterplan is required for the three sites, and the Development Framework satisfies this requirement.

The Framework has been progressed according to the guidance within Aberdeen City Council's 'Masterplanning Process' document in order to ensure an appropriate process of consultation and feedback has been carried out. Key to the process has been the creation of a clear but flexible spatial Framework based on a vision for the overall development.

The document is set out in the following sections which are summarised on the following pages:

Section 1: The Masterplan Process

Sets out the process which has been followed during the evolution of the Development Framework, the key landowners and promoters, the planning context, scale of development, and details the consultation and technical engagement process which has been undertaken along with recorded responses to comments.

Section 2: The Sites

Describes the respective sites, historic development, existing buildings/site uses, the evolving context and site analysis. Key environmental considerations and existing movement networks are presented.

Section 3: Opportunity and Vision

Outlines a high level vision for the area as a distinctive and sustainable new extension to Aberdeen City which offers a choice of neighbourhoods within easy reach of the existing centre and significant employment areas.

Section 4: Design Development

Demonstrates the evolution and testing that has been carried out in progressing the Development Framework design. This includes early sketches, material from the public exhibitions and capacity testing.

Section 5: The Development Framework

Illustrates and defines the key parameters and components of the Development Framework including development structure, landuse, movement, open space provision, urban design and character.

Section 6: Phasing and Delivery

Indicates the desired direction of growth through phasing diagrams and a matrix of infrastructure requirements.

Development Framework Area



Craibstone North /
Walton Farm

Aberdeen International
Airport

Stoneywood

Dyce Drive

OP29: Craibstone South

Rowett North

A96(T)

Chapel Belts

OP30: Rowett South

Bucksburn

OP31: Greenferns Landward

Brimmond Hill

Burnbrae Moss


Bucks Burn

Greenferns

Newhills Development Framework Opportunity sites and surrounding area



Legend

 ALDP Opportunity Site

Section 1: Masterplan process

This section sets out the purpose of the Development Framework and describes the key policy and planning context. The scale of the development is compared to other nearby settlements. The technical and community consultation process is described and the results recorded. Two public exhibitions were held in August and October 2013 with specific pre-event engagement with the relevant Community Councils. The public comments generated by those events is set out and the respective design team responses including subsequent design changes are outlined.

Section 2: The sites

Section 2 describes the three sites and sets out the key landowners and promoters:

OP29: Craibstone South	Scotland's Rural College SRUC/ CALA Management Limited (CALA);
OP30: Rowett South	University of Aberdeen/Bon Accord Land Promotion Ltd
OP31: Greenferns Landward	Aberdeen City Council

Existing landuses and buildings are outlined including an overview of facilities to be retained. Other developments, masterplans and planning applications which are immediately adjacent to the Framework area are described.

The individual sites are predominantly farmland in active use. Craibstone



Public exhibition board, August 2013

South has been a key part of SRUC’s operations for many years, and formed part of the North of Scotland College of Agriculture prior to it forming part of then SAC in 1990, now SRUC. The Estate provides a variety of facilities on site, including veterinary laboratories, research fields, classrooms and a working farm. Those functions to be retained have had to be considered and integrated into the Framework proposals.

The overall site enjoys good links to the open space resource of Brimmond Hill and connects into the wider network of the ‘Three Hills’, a Local Nature Conservation Site (LNCS). The Bucks Burn corridor runs to the south of the area and is also identified as a LNCS, which incorporates Burnbrae Moss, an important wildlife site.

Given the extent of the Development Framework area, there are a range of landscape characters and habitats in evidence. The site is characterised by generally east-facing slopes which fall from high points towards the vicinity of Brimmond Hill down towards the larger-scale corridor of the River Don. Local stream corridors and associated separating ridges drain eastwards towards the Don and form a corrugated landscape which displays a number of steep north and south-facing small-scale slopes. Historically, shelterbelt planting and policy woodland areas have been planted on many of these steeper areas, although there are a number of areas within open fields where gradients greater than 10% are apparent.

Key environmental considerations are outlined which have been fundamental in the preparation of the Development Framework. These range from the protection and enhancement of biodiversity capital to the proximity to Aberdeen International Airport and the Aberdeen Western Peripheral Route for consideration of noise, vibration and air quality.

The existing movement network is analysed and the opportunity for new connections and the provision of new routes within the Development Framework is highlighted. This includes the full range of modes from simple pedestrian connections with existing footpaths, to full vehicular access points which accommodate traffic movements onto the local road network.



Existing site characteristics

Section 3: Opportunity and Vision

The Newhills Expansion Area will be a distinctive and sustainable new extension to Aberdeen City which offers a choice of neighbourhoods within easy reach of the existing centre and significant employment areas. Designed as a residentially driven urban extension on the edge of the city, it will accommodate a range of housing types and tenures and include supporting uses for use by the new local population. Taking cues from the varying existing qualities of the site will ensure a number of characterful places can grow organically to become viable, sustainable and well-connected communities which are highly attractive.

The vision for the Development Framework proposes:

- A highly connected place;
- Distinctive neighbourhoods shaped by existing landscape features;
- Local services to address needs of new residents;
- Integration with adjacent employment and leisure; and
- Derive character and identity from its position as a countryside edge.

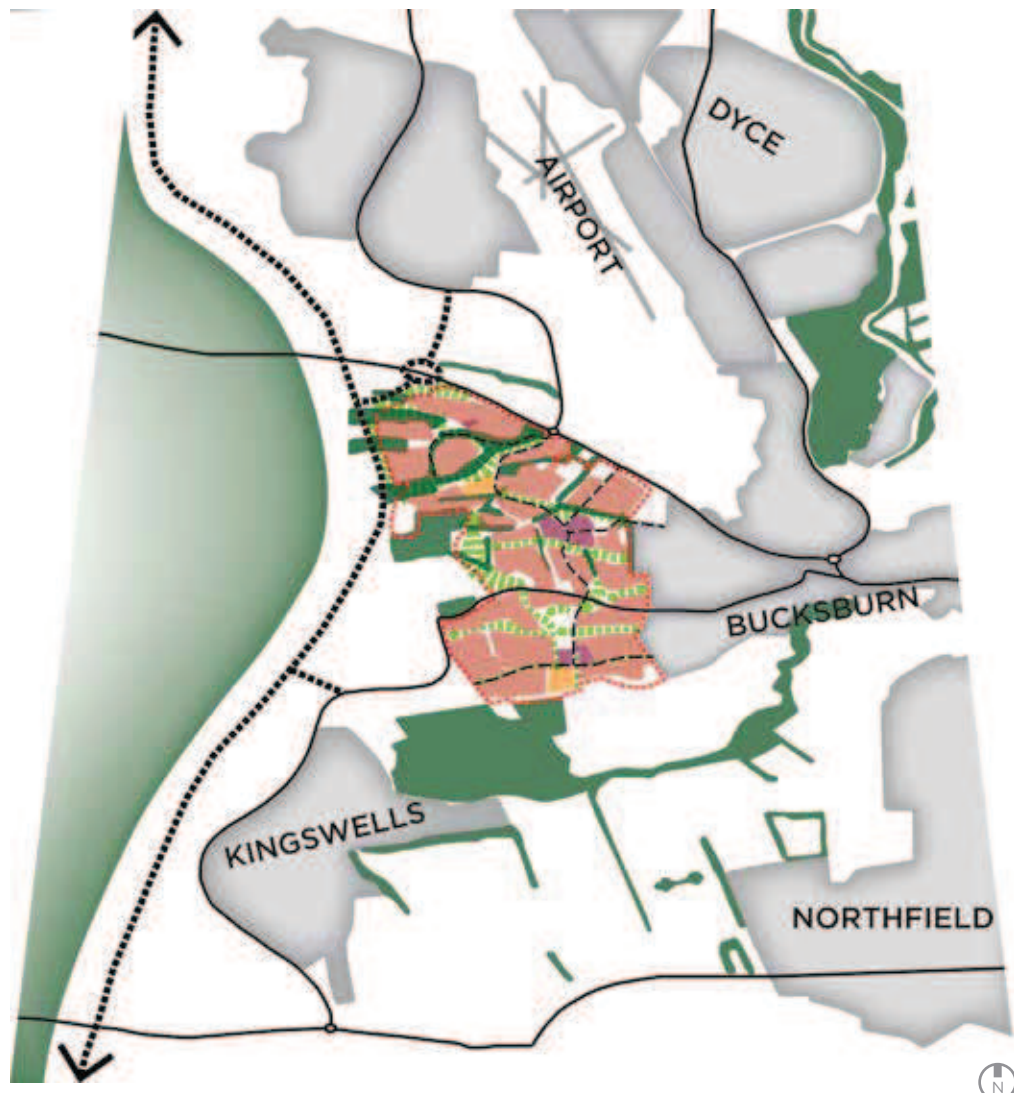


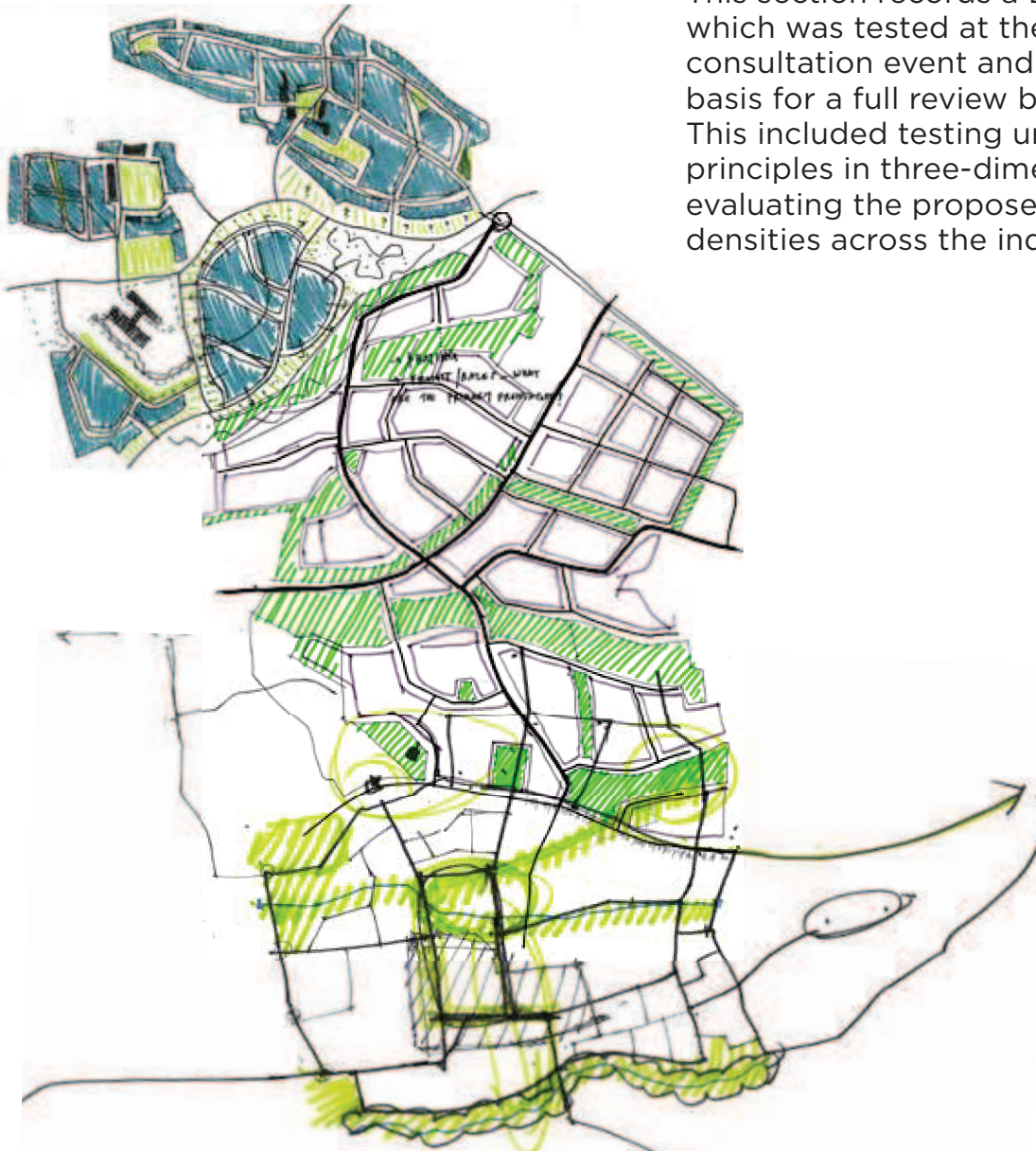
Diagram illustrating approach

Section 4: Design development

With a site of the scale of the Newhills Expansion Area, testing options and providing alternatives for consultation has been crucial in progressing a Development Framework design which is viable and deliverable. The design testing process has progressed at a range of scales from overall principles for the site to individual block layouts. This ensures that the framework can work strategically as well as at a detail level.

Consultation was carried out using a series of questions and options posed to key stakeholders and the surrounding community. This section illustrates some of those options and the outputs of the overall process in the form of diagrams, plans and sketches. Also included are a series of capacity studies which demonstrate how emerging technical information (such as topographical survey information) has informed design of access and levels and in places impacted areas for development.

This section records a Draft Framework which was tested at the second public consultation event and formed the basis for a full review by ACC officers. This included testing urban design principles in three-dimensions and evaluating the proposed land uses and densities across the individual sites.



Drawing together individual site concepts - sketches from the opportunity sites.

Section 5: The Development Framework

The Newhills Expansion Area Development Framework requires to bring together three different sites in a coherent and integrated way, whilst responding to the specific and differing qualities of the area's landscape and context. When the development is complete, this will be a new edge to the city and as such its important strategic location must be considered and a long term vision for the area created.

This section sets out in a series of diagrams how the Framework has been structured in relation to existing landscape features, open spaces and corridors, movement, access and spatial experience.

Detailed diagrams set out the proposals for access and connectivity relating to existing and proposed core paths and cycle networks along with vehicular movements which follow the principles of 'Designing Streets' which is Scottish Planning Policy. Prior to 2018, development at Craibstone and Rowett South can commence utilising existing access via the Dyce Drive / A96(T) roundabout for Craibstone and via the existing Forrit Brae access for Rowett South. Other access points at Hopetoun Grange and Kepplehills Road also allow development to commence at Rowett South and Greenferns Landward. Access to the A96(T) from the site is still to be determined with strategic modelling assessing the impact of these proposals on the local and strategic network. Details of the A96(T) access will be progressed through the subsequent Transport Assessments and at the appropriate detail stage.

A landscape framework illustrates open space provision which is appropriate to the place, well-considered and equitable in its distribution. Over 80 hectares of open space is identified, which is significantly above the minimum requirement of 29.5 hectares for the whole Newhills area. Around 15 hectares of outdoor sports and recreation area provision has been calculated as required for the anticipated population at Newhills. Due to the topography of the site there are limited areas of land which could potentially accommodate large-scale outdoor sports surfaces without compromising the ability to deliver the ALDP allocation. A strategy has therefore been progressed focuses on quality rather than quantity and allows the delivery smaller scale, multi-functional playing surfaces which do not require extensive areas of flat land. These areas include:

- 3.8 hectares of pitches / playing fields (excluding Forrit Brae)
- 0.5 hectares of Multi Use Games Areas (MUGAs)
- 6 - 8.5 hectare of cross-country / long distance routes

Total: 10.3 - 12.8 hectares

Landuse and density principles illustrate how and where the Framework allocates residential units, primary school education facilities and supporting mixed-use areas across the general area. The ALDP Action Programme details the requirement for a new GP practice along with dental and community pharmacy facilities. The location of the proposed health centre is shown on the Development Framework plan (see page 46) within the Rowett South neighbourhood centre. The smaller health care facilities including the pharmacies will be accommodated within the neighbourhoods to allow provision to be spread across the site.

Additionally, the consolidated campus at SRUC will provide a variety of uses including student halls of residence, research, teaching and consultation spaces. An additional indoor sports area is provided within the SRUC campus proposals which will be open to the public.

Two options for the location of a Gypsy / Traveller Site have been identified which will allow ACC to subsequently consider them against established Council criteria. Only one site is required and an option will be fixed prior to Masterplanning stage.

The strategy for residential density varies across the respective Opportunity Sites, but there is a common principle adopted to ensure that densities generally step down from east to west to give an appropriate lower density character to the retained rural western boundary.

An initial assessment of the required surface water strategy is described along with a description of current topography and landform. Indicative character areas have been identified across the framework and two- and three-dimensional material has been developed to illustrate the proposed approaches and relevant urban design principles.



Sketch illustrating character and urban design principles

Newhills Development Framework

Legend

- Development block
- Street
- Open space
- Woodland block
- Mixed use areas
- Ps Primary School site
- H Health centre / Dental surgery
- GT Gypsy / Travellers site option



Section 6: Phasing and Delivery

The last section of the Framework sets out a strategy for delivering and phasing the development in an effective and comprehensive manner. This includes plans which illustrate the desired direction of growth across the overall area, the existing constraints to development due to education and roads capacity and an approach to identifying what improvements are required in order to deliver the development.

The infrastructure requirements set out in the ALDP Action Programme which include utilities, education, health and affordable housing have been fully considered by the landowners and an approach agreed as to distribution of costs.



Indicative phasing



Illustration of key design principles and place-making opportunities



Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form. Throughout the form, **proposal** should be understood broadly to include the full range of our activities and could refer to a decision, policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Essentially everything we do!

STEP 1: Identify essential information

1. Committee Report No.

2. Name of proposal.

3. Officer(s) completing this form.

Name	Designation	Service	Directorate
Claire McArthur	Senior Planner	Planning and Sustainable Development	Enterprise, Planning and Infrastructure

4. Date of Impact Assessment.

5. When is the proposal next due for review?

6. Committee Name.

7. Date the Committee is due to meet.

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

Planning and Sustainable Development
Scotland's Rural College SRUC – Landowners
The University of Aberdeen – Landowners
Aberdeen City Council – Landowners
CALA Management Ltd – Development Partner
Bon Accord Land Promotion Ltd – Development Partner
Optimised Environments Let (OPEN) – Masterplanners
Ryden – Planning Consultants
Ironsides Farrar – Environmental Consultants
Fairhurst Ltd – Transport and engineering Consultants

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. This must also include a summary of how this proposal complies with the public sector equality duty for people with protected characteristics - see Step 2. **Please return to this question after completing the EHRIA.**

Race – the proposals include the provision of a Gypsy Traveller site to improve access to facilities.

Younger – the proposals include the provision of education facilities and recreational Play Spaces for children. In addition there will be opportunities for nursery development.

Other

Housing – greater provision of housing to meet the housing demand, affordable housing to meeting housing needs, and a range of housing types to suit differing needs and as a result of demographic change.

Health – improved access to useable open spaces for leisure pursuits and opportunities for walking/cycling/exercise. The proposals also include provision for a health centre, dental surgery and community pharmacies within the mixed use areas.

10. Where will you publish the results of the Equality and Human Rights Impact Assessment? Tick which applies.

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

STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

Aberdeen City Council
Potential new residents of the Newhills development
Existing residents of adjacent neighbourhoods (through access to new facilities)

The purpose of the Newhill Expansion Area Development Framework is to guide and inform development within the sites identified as Opportunity Sites OP29 (Craibstone South), OP30 (Rowett South) and OP31 (Greenferns Landward) in the Aberdeen Local Development Plan 2012. This ensures that Aberdeen City Council can control the quality of development coming forward.

The Development Framework details the vision for Newhills as a distinctive and sustainable new extension to Aberdeen which will offer a choice of neighbourhoods within easy reach of significant employment areas. This vision is underpinned by five core principles:

1. Highly connected place
2. Distinctive neighbourhoods shaped by existing landscape features
3. Local services to address the needs of residents
4. Access to adjacent employment and leisure
5. A defined countryside edge

The Development Framework provides the context within which future planning applications will be developed and assessed.

12. Who will benefit most from the proposal?

Aberdeen City Council
Potential new residents of the Newhills development
Existing residents of adjacent neighbourhoods (through access to new facilities)

13. You should assess the impact of your proposal on equality groups and tell us how implementing this proposal will impact on the needs of the public sector equality duty to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations.

- The proposal includes delivery of open space, recreational resources, community facilities, local retail, employment opportunities and a range of housing types to suit differing needs. Such measures will be of benefit and offer choice to the surrounding community, and especially residents to the newly created community at Newhills.
- The Development Framework will help inform the future provision and deliverability of affordable and family homes in Aberdeen, enabling the retention of families within the City. The Framework includes proposals for a range of housing types and sizes, this increases opportunity for a range of potential homeowners and helps to deal with demographic and socio-economic changes in society. The Framework also includes an allocated Gypsy Traveller site which improves the user group's access to facilities.

- The Framework details the provision of a new road and street network which offers improved access for non-motorised forms of transport and transport choices for local residents, which is of particular benefit to those residents who do not have access to a car. This is coupled with increased permeability of the site and the promotion of walkable neighbourhoods.
- As part of the modernisation of the planning system in Scotland, public engagement plays a vital role in the preparation of plans and planning documents. This allows for people's involvement throughout the design and development process, and can make a real difference to the content of the final document. Throughout the masterplanning process the project team have worked with the local authority, Community Councils and wider community to inform the finalised Framework.
- The preparation of the Newhills Expansion Area Development Framework is based on Aberdeen City Council's Masterplanning Process, which advocates community and stakeholder engagement in the planning process at the earliest opportunity and seeks to maintain this involvement throughout its preparation. The document invites people to participate through the arranged consultation methods and events, regardless of who they are, or where they live.
- The input from the existing community has shaped the proposals ensuring that they meet the aspirations for the site. Detailed information about the consultation events held can be found in the Development Framework document.
- In addition, public participation is encouraged throughout the pre-application and detailed planning stages of any future planning applications.

STEP 3: Gather and consider evidence

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

Consultation

The site allocations for the Newhills Expansion Area have been consulted upon widely through the Aberdeen Local Development Plan consultation process. Further community consultation was undertaken by the site owners.

Community and stakeholder events that took place during the masterplanning process for the Newhills Expansion Area include:

- Local Development Plan: Development Options Consultation Event – June 2009
- Local Development Plan: Main Issues Report Consultation Event – November 2009
- Development Framework Consultation Event: 20 August 2013
- Development Framework Consultation Event: 28 October 2013

Further comments will be possible once the planning application has been submitted. Research such as Planning Advice Note 81: Community Engagement – Planning with

People and in Scottish Planning=Effective and Delivery by Planning Aid for Scotland (October 2008) have evidenced and advocated the positive impacts of community involvement and consultation. The consultation carried out for Newhills also followed the Aberdeen City Council Guidelines for Community Engagement.

Research

A Strategic Environmental Assessment of the Newhills Expansion Area has been carried out as part of the Aberdeen Local Development Plan process to identify any significant environmental effects arising from the settlement strategy and planning policies which development at Newhills needs to comply with.

As part of the Aberdeen Local Development Plan process, and therefore for the allocation of sites including Newhills, an analysis of socio-economic and demographic change was completed to inform the proposed plan. In addition, a Housing Need and Demand Assessment was completed which confirmed the need for more family housing in Aberdeen – therefore the Newhills Development Framework has positive benefits in terms of helping to support and deliver more housing in a manner consistent with the Aberdeen Local Development Plan 2012.

Officer Knowledge

Professional expertise of Council officers was used during the consultation process of the development framework document. Comments were fed back into the process and helped to evolve and finalise the design proposals for Newhills.

STEP 4: Assess likely impacts on people with Protected Characteristics

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

(Positive +, neutral 0, - negative)

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

Notes:

- * Gender Reassignment includes Transsexual
- ** Race includes Gypsy/Travellers
- *** Sex (gender) i.e. men, women
- **** Sexual orientation includes LGB: Lesbian, Gay and Bisexual

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

In making the assessment you must consider relevant evidence, including evidence received from individuals and equality groups. Having considered all of these elements, you must take account of the results of such assessments. This requires you to consider taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. If any adverse impact amounts to **unlawful discrimination**, the policy must be amended to avert this. Detail the impacts and describe those affected.

Positive impacts (describe protected characteristics affected)	Negative Impacts (describe protected characteristics affected)
<p>Race – the proposals include the provision of a Gypsy Traveller site to improve access to facilities.</p> <p>Younger – the proposals include the provision of education facilities and recreational Play Spaces for children. In addition there will be opportunities for nursery development within the proposed mixed-use centres.</p> <p>Other Housing – greater provision of housing to meet the housing demand, affordable housing to meeting housing needs, and a range of housing types to suit differing needs and as a result of demographic change.</p> <p>Health – improved access to useable open spaces for leisure pursuits and opportunities for walking/cycling/exercise.</p>	

STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance

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

- | |
|---|
| <input type="checkbox"/> Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment
<input type="checkbox"/> Article 6 – Right to a fair and public hearing |
|---|

- Article 8 – Right to respect for private and family life, home and correspondence
- Article 10 – freedom of expression
- Other article not listed above

How?

No

Legality

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

n/a

Legitimate aim

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

n/a

Proportionality

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

n/a

STEP 6: Monitor and review

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

Planning Applications: Continuous monitoring of future developments will be followed through the statutory planning application process, and any resultant purification of matters specified in conditions.

Neighbour Notification: The Council must serve a neighbour notification notice on certain neighbouring property owners and occupiers as part of the planning application process.

The planning authority must carry out appropriate consultation as identified by planning statutes as part of the statutory planning application process. In addition, the developer is required to carry out public engagement a minimum of 12 weeks in advance of submitting a major planning application, in order to allow community views to be fed into the detailed design process and application assessment.

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

The result of this impact assessment will be used to inform the assessment and preparation of future development frameworks and masterplans in accordance with the Aberdeen Masterplanning Process.

As this Development Framework will form site-specific Supplementary Guidance, it will only inform future phased masterplans and planning applications within the site. Therefore no further development of the Framework is necessary. Any review of the Opportunity Site allocation with specific reference to deliverability is subject to a review of the Local Development Plan.

STEP 7 SIGN OFF

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

Person(s) completing the impact assessment.

Name	Date	Signature
Claire McArthur	22 November 2013	

Quality check: document has been checked by

Name	Date	Signature
Laura Robertson	11 December 2013	

Head of Service (Sign-off)

Name	Date	Signature
Dr Margaret Bochel	07 February 2014	

Now –

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

Equalities Team
Customer Service and Performance
Corporate Governance
Aberdeen City Council
Business Hub 13
Second Floor North
Marischal College

Equality and Human Rights Impact Assessment – the Form.
Broad Street
Aberdeen
AB10 1AB

Telephone 01224 523039 Email sandrab@aberdeencity.gov.uk

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	January 2013
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Supplementary Guidance: Serviced Apartments
REPORT NUMBER:	EPI/14/014

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to obtain Committee approval of Supplementary Guidance for Serviced Apartments for adoption as Supplementary Guidance to the Local Development Plan. Some amendments have been made to the Supplementary Guidance following public consultation and details of these are contained within this report. A copy of the Supplementary Guidance for adoption is contained in Appendix 1.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee approve Supplementary Guidance: Serviced Apartments 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. Detailed topic-based guidance has value in reducing officer time spent on pre-application discussions and this will help the service to achieve 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, Strategic Planning and Infrastructure Committee on 12 November 2013 requesting approval of draft Supplementary Guidance: Serviced Apartments for consultation.

Recently there have been many applications submitted for serviced apartments across the city. Beforehand, officers had no guidance on how to assess these applications and this Supplementary Guidance would help address this. The Supplementary Guidance gives further detail on the considerations taken when planning applications for the development for serviced apartments are assessed.

- 5.2 The revised draft Supplementary Guidance was subject to four weeks of public consultation from 13 November to 11 December 2013. Details of the consultation were made available online and statutory key agencies, Community Councils and previous applicants for serviced apartment developments were notified. Only three representations have been received in response to this consultation from Steven Harry, Ian Lakin and Cults, Milltimber and Bieldside Community Council.
- 5.3 A number of comments were raised by the three respondents (please see Appendix 2 for the comments raised through the consultation and officers responses to these comments). No significant modifications are to be made as a result of the consultation comments received.

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 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: Supplementary Guidance: Serviced Apartments
- Appendix 2: Consultation Comments and Officer Responses
- Appendix 3: Strategic Environmental Assessment Screening Determination

8. REPORT AUTHOR DETAILS

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Supplementary Guidance

Topic: City Centre / Residential

Title: Serviced Apartments

Date: November 2013

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1. Introduction

1.1 Status of Supplementary Guidance

This Supplementary Guidance (SG) forms part of the Development Plan and is a material consideration in the determination of planning applications.

1.2 Policy Context

This SG relates to, and expands on the following policies in the Aberdeen Local Development Plan:

- Policy C1: City Centre Development – Regional Centre
- Policy C2: City Centre Business Zone and Union Street
- Policy I1: Infrastructure Delivery and Developer Contributions
- Policy T2: Managing the Transport Impact of Development
- Policy D1 Architecture and Placemaking
- Policy D2 Design and Amenity
- Policy D3: Sustainable and Active Travel
- Policy H1: Residential Areas
- Policy H2: Mixed Use Areas
- Policy NE2: Green Belt
- Policy R6: Waste Management Requirements for New Development
- Policy R7 Low and Zero Carbon Buildings

2. Guidelines

2.1 Definition of Serviced Apartments

Serviced Apartments are residential flats used as quasi hotel accommodation by business and leisure visitors to the city, where periods of occupation are generally but not necessarily less than 90 days by any individual, family or group, and services such as cleaning and laundry are provided, either on a daily basis or between periods of occupation. All apartments within a development must be in single ownership and operated as a single business. They should **not** be a form of permanent housing.

2.2 Use Class Order

Serviced apartments are considered to be *Sui generis* (of its own kind) and therefore not within any specific use class. All proposals to create serviced apartments within existing properties will therefore require the submission of a planning application for a change of use. Planning permission would also be necessary for changes of use from a serviced apartment to any other use. If a development is to be considered as serviced apartments according to this Supplementary Guidance, then the description of the development for the application will have to specifically refer to the intended use of serviced apartments.

2.3 Serviced Apartments in the City Centre and the existing built up area

Aberdeen City Council encourages serviced apartments in the City Centre (as defined on the Proposals Map) in principle, subject to satisfying all other policies contained within the Local Development Plan, such as siting, design, and other amenity considerations. Serviced apartments outwith the City Centre but within the existing built up area will be assessed on their own merits. All planning applications for serviced apartments will take into consideration the potential issues discussed below. Please see the sections below for guidance on amenity, servicing, sustainable travel and parking, developer contributions and legal agreements.

2.4 Serviced Apartments in Green Belt

Aberdeen City Council will operate a presumption against the location of serviced apartments in Green Belt areas across the City. For guidance on development within the green belt please refer to Policy NE2: Green Belt contained within the Aberdeen Local Development Plan.

The next section of this Supplementary Guidance sets out guidance on the potential issues that Serviced Apartments can bring.

2.5 Amenity

Residential amenity should not be adversely affected by the introduction of serviced apartments and the applicant should demonstrate this in the planning application. Whilst the Council encourages the provision of such accommodation in appropriate locations, amenity problems can arise where serviced apartments are established in close proximity to residential uses .

Serviced apartments should fit into their surroundings and should not adversely affect residential amenity by reason of noise, disturbance, traffic generation or exacerbation of parking problems. This can be an issue particularly in H1: Residential Areas and H2: Mixed Use Areas (please see Proposals Map) throughout the city.

For new purpose built serviced apartments we will take into account other policy considerations, such as density, impact on loss of light, loss of privacy, etc.

As a result of all the amenity considerations, serviced apartments are more preferable in the city centre and locations with good access to public transport.

2.6 Servicing

The servicing of serviced apartments can also create concerns relating to residential amenity and road safety, such as disturbance and parking obstructions.

All planning applications for serviced apartments must include a servicing strategy for the development. The servicing strategy must detail how the development will be serviced including parking for any vehicles attributed to the servicing of the development, details of storage facilities for waste, means of collection of waste, laundry services and other associated servicing such as delivery of mail. Details on the type, number and frequency of vehicles used for servicing and hours of servicing will require to be submitted. Each application for serviced apartments will be assessed on its own merits depending on the location and existing refuse facilities available. Conditions may be attached to control any aspect of the proposed servicing strategy if there are road safety or amenity considerations that require them. Applicants are encouraged to speak to Development Management at pre-planning stage, and may also wish to discuss proposals with the Environmental Health Team and the Roads Projects Team within the Council, regarding waste and access respectively, before submitting a planning application.

The Planning Authority wishes to ensure that residential amenity is not adversely affected by the collection of waste from serviced apartments, or other servicing arrangements such as cleaning and laundry .

2.7 Sustainable Travel and Parking

In line with policy D3: Sustainable and Active Travel serviced apartments should minimise travel by private car, improve access to services and promote healthy lifestyles by encouraging active travel.

In order to minimise travel by private car and encourage sustainable modes of transport the Council may condition applications for serviced apartments in the following ways: no on site parking spaces, cycle spaces made available on site, the availability of a bike hire scheme and membership of the Car Club. In instances where no parking is supplied with the serviced apartments and the development is within the City Centre and the existing built up area (when a bus stop is no more than 800m from the apartment) then serviced apartments shall be regarded as 'car free' and contributions as per the Infrastructure and Developers Contributions Manual will apply.

When car parking is provided for a serviced apartment development, a car parking standard for the City Centre and existing built up area should be a maximum of 0.75 car parking spaces per apartment.

Aberdeen City Council also encourages the production and promotion of a Residential Travel Pack, especially for low or no car developments. This should promote walking, cycling, public transport, car club and other helpful site-specific transport information tailored to the development and made available on the businesses website and in the apartments. This may be conditioned in a planning consent.

Please see Supplementary Guidance on Transport and Accessibility for further information on transportation issues.

2.8 Developer Contributions

Serviced apartments can have an impact on a number of services and facilities. Developer contributions may be sought, on a floor space basis and calculated on gross internal floor area including additional car parking and hardstanding, for the development of serviced apartments. Examples of contributions that may be sought for the development of serviced apartments are public realm and core path improvements. Please be aware that further considerations such as developer contributions will be required for future applications for a change of use of serviced apartments to residential. Please see the Council's Infrastructure and Developer Contributions Manual for further details.

2.9 Single Ownership

In order to control maintenance and servicing of serviced apartments, Aberdeen City Council wishes to see serviced apartments remaining in single ownership, ensuring that, they are not sold off separately or disposed of for any alternative use. This would be secured by a legal agreement with any planning permission the Planning Authority grants.

2.10 Legal Agreements

Aberdeen City Council will seek to enter into a legal agreement with the applicant(s) to ensure that blocks of serviced apartments remain in single ownership. The legal agreement will also ensure that any serviced apartments do not become permanent residential properties. With this in mind the agreement will specify a maximum length of continuous occupancy of any apartment(s) within a block of serviced apartment by any occupant(s). This will normally be a period of 90 days duration unless a strong case has been made by the applicant for a variation supported by evidence of controls that ensure the apartments will not be occupied on a permanent basis and that prevents both tenancy duration and continuous periods of occupation of a single unit extending beyond a specified period. In all circumstances this specified period will be less than 9 months.

2.11 Houses in Multiple Occupation (HMO)

Please see the Householder Development Guide for guidance on HMOs.

3. Summary of Guidelines

Please find a summary of the key guidelines on Serviced apartments:

- Serviced apartments should remain in one ownership.
- Serviced apartments in the City Centre are encouraged in principle.
- Serviced apartments outwith the City Centre but within the existing built up area will be assessed on their own merits.

- Presumption against serviced apartments in Green Belt.
- Residential amenity must not be adversely affected by the introduction of serviced apartments. Serviced apartments should fit into their surroundings and should not adversely affect residential amenity.
- All planning applications for serviced apartments must include a servicing strategy for the development.
- Within the City Centre and the existing built up area, the Council wish to see serviced apartments confirmed as 'car free' if no parking is proposed within the development.
- When car parking is required, it is recommended that parking standards for the City Centre and existing built up area meet 0.75 car parking spaces per apartment.
- To minimise travel by private car and encourage sustainable modes of transport applications may be conditioned.
- Encourage the production and promotion of a Travel Pack, especially for low or no car developments.
- Developer contributions may be sought, on a floor space basis and calculated on gross internal floor area.
- Legal agreements may be sought with the applicant to insure that blocks of serviced apartments remain in single ownership and length of occupancy does not exceed 90 days by the same occupant(s) unless a strong case has been made by the applicant for a variation supported by evidence of controls ensure that the apartments will not be occupied on a permanent basis and that prevents both tenancy duration and continuous periods of occupation of a single unit extending beyond a specified period. In all circumstances this specified period will be less than 9 months..

Serviced Apartments SG – Consultation Responses

Respondent	Comment	Officer Response	Modification to SG
Steven Harry	The basis for the definition of service apartments, is it not dependent on what 'market' the owner of an individual Service Apartment is looking to provide accommodation for, and should they be restricted to limit their ability to diversify, whether it is Quasi Hotel accommodation, B&B/Guest hotel -Sui Generis.	It is not proposed through this Supplementary Guidance that a business must restrict their ability to diversify. However, a change of use would be required to change between a serviced apartment (sui generis) and guest house (Class 7). The Supplementary Guidance aims to make a distinction between residential dwellings and commercial properties used for temporary accommodation.	No modification required.
	As stated in 2.2 'the intended use' is as it states INTENDED, but can be open to change as one persons idea maybe different to another, policing of the intended use - how?	In accordance with the Use Class Order, serviced apartments are sui-generis, hotels and guest houses are Class 7 and residential use is Class 9. Therefore, a planning application must be submitted for a change of use.	No modification required.
	Throughout the city there are numerous Quasi Hotel accommodation- Service Apartments, B&B/Guest hotel - Sui Generis etc in residential buildings, will they be subjected to the proposed Serviced Apartment Supplementary Guidance, or their own type of use Guidance or will they stay as existing established business until there is a change of use.	New planning applications for serviced apartments will be subjected to the proposed Serviced Apartments Supplementary Guidance.	No modification required.
	Servicing - viewed and accessed as per individual Service Apartments.	Agreed.	No modification required.
	Viewed and accessed as per individual Service Apartments intended clientele?	Each application determined on their own merits. This is not guidance on the suitable	No modification required.

		<p>E.g. If the clientele is mainly for offshore workers, a large majority may not need car-parking, bicycle stands on the property, the likely form of transport is from Taxi or buses.</p> <p>Do not agree with penalizing the developer, they are paying Taxes and Rates which reflects in the usage of services they use, the council should be encouraging development / investment.</p>	<p>tenant but on the use.</p> <p>Location and nature of application will be taken into careful consideration.</p> <p>Although the Council continues to encourage development and investment within the city, developer contributions are set through Scottish Planning Policy, the Proposed Aberdeen City and Shire Strategic Development Plan and the Aberdeen Local Development Plan to offset the cost of infrastructure and services.</p>	<p>No modification required.</p>
	<p>If properties are set up as individual flats/service apartments, what right has the council have to stop a sale of a service apartment?</p> <p>Existing service apartments: throughout Aberdeen, many flats have changed into service apartment, if anything the service apartments should be a higher standard, better fire regulations etc, in many cases would only be a change of use back to a flat.</p>	<p>Aberdeen City Council will seek to enter into a legal agreement with the applicant(s) to ensure that blocks of serviced apartments remain in single ownership to prevent sale of individual apartments. Any planning application received would need to be determined on its own merits. A legal agreement would not prevent the sale of the development as a whole.</p> <p>If it is proposed for a serviced apartment to be changed into a residential dwelling planning permission must be sought as this constitutes a change of use.</p>	<p>No modification required.</p>	
	<p>Occupation of property relating to period of intended use/night, there are other situations where rental for longer period up to 1 year/five years to oil companies, would this be viewed as an exception?</p> <p>Legal Agreements: single ownership, does this</p>	<p>Occupancy is based on the individual rather than the company who block books it. We encourage pre-app discussion to consider each case.</p> <p>Legal agreements will only apply to new planning applications received for serviced</p>	<p>No modification required.</p>	

	only apply to ownership of NEW block of Service Apartment, or are existing Service Apartments to be subjected to the proposed single ownership.	apartments.	
	In general I am in agreement there needs to be specific guidance for Service Apartments readily available, the draft Supplementary guidance goes somewhat to resolving some of the grey areas.	This comment is noted.	No modification required.
	The market can change, and I would not want to be tied into an agreement not allowing me to diversity or to be financially penalized, not good business sense, situations change.	It is acknowledged that the market can change. However, planning permission must be sought for a change of use from a serviced apartment to another use and possible modification or removal of obligation (legal agreement).	No modification required.
Ian Lakin	Agree with paragraphs 2.1 – 2.5	Noted.	No modification required.
	Compare to Short Assured Tenancy (SAT) our experience is that there is LESS waste with serviced apartments due to lower occupancy rates (75%) , less eating in the units and fewer people per unit i.e. less families and more business people. The important issue is that there should be a reasonable amount of storage for sundries within the apartment block to service the units which reduces requirement for vehicle access.	We have seen no evidence for less waste in Serviced Apartments. Storage and servicing will be assessed on the applications own merits. Servicing should be considered as part of the design process.	No modifications required.
	None of our clients to date have used bicycles. As business people, or skilled craftsmen they mostly arrive from the airport, the train station by taxi (mostly) or private car. Once arrived they use public transport, taxi, picked up by the company they are visiting or use their own vehicle. However booking enquiries	Planning is not in control of parking permits. Planning policy encourages sustainable modes of transport. Comment regarding Residential Travel Packs is noted.	No modification required.

	<p>drop by 25% if parking spots or permits are not available which makes it very difficult to compete. My suggestion would be for a 75% reduction on parking permits and not 100% as this is what the serviced apartment market requires to meet our customer's needs.</p> <p>If there is a Residential Travel Pack available we would be happy to supply the residents. Interestingly there are very few genuine tourists use our facilities other than the odd weekend.</p>		
	<p>In designing our serviced apartments we have insured that if the market changed and the demand fell dramatically the units could be changed into SAT or sold off to first time buyers. Clearly from the investor's point of view we would require this flexibility albeit we understand we would have to apply for a change of use.</p>	<p>Noted. As well as a planning application for a change of use there would need to be a modification / discharge of obligations (legal agreement), all of which would be considered on their own merits.</p>	<p>No modification required.</p>
	<p>In our opinion this should be an extremely important condition for the serviced apartments business owners to comply with for the following reason: Provided the serviced units are all in ONE block and under ONE owner it means accountability for safety, security, fire regulations and illegal activities can be more easily monitored. If you operate at random throughout the City or only own or sub-let part of a block of flats for serviced apartments it impossible to administer effectively. It can also be extremely annoying to neighbouring apartments or homes with</p>	<p>Noted.</p>	<p>No modification required.</p>

	constant "coming and goings" and noise of guests etc.			
	Agree with paragraph 2.10	Noted.		No modification required.
Peter Roberts –Cults, Milltimber and Bielside Community Council	Agree with the sections on ownership and preventing sale of single units.	Noted.		No modification required.
	Typo in section 2.5, second line "... this is the ..." should be "...this in the ..."	Noted.		Typo to be rectified.

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	03/03/2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development
REPORT NUMBER:	EPI/14/015

1. PURPOSE OF REPORT

- 1.1. The purpose of this report is to update the Committee on the process on the review of the commuted payments and bring to the committee's attention options for accepting off-site affordable housing contributions.

2. RECOMMENDATION(S)

- 2.1. It is recommended that the Committee agree:
 - a) Note progress on the review of commuted payments and the proposed amendments to section 75 legal agreements.
 - b) Agree the scope of issues to be addressed through amended supplementary guidance on affordable housing.

3. FINANCIAL IMPLICATIONS

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

4. OTHER IMPLICATIONS

- 4.1. There will be implications for the potential number of affordable units that are delivered as a part of new developments.

5. BACKGROUND/MAIN ISSUES

- 5.1. Since the implementation of the Local Development Plan 2012 there have been challenges in achieving on-site delivery of affordable housing through agreements on planning applications. A proposal to amend the commuted payment methodology has already been consulted upon as a part of reviewing the affordable housing policy.

The publication of a revised supplementary guidance on affordable housing would allow policy to reflect the issues regarding commuted payments, benchmark prices, and off-site contributions.

- 5.2. A summary of each of the issues and the proposals that will be included in supplementary guidance is set out in the following sections.

Commuted Payments

- 5.3. Some consultees questioned if changing the policy approach before a review of the Local Development Plan has been completed was permissible under current planning legislation and it was also stated that the proposed calculation methodology does not comply with planning guidance. A legal opinion on these matters has been obtained and it is considered that there is merit in undertaking further investigation into any change in methodology before a decision is made. Some additional research is required before a draft version of amended supplementary guidance is published for consultation in order to provide a robust evidence base for decision making. In addition, to address concerns raised by developers regarding delays to the planning process it is considered that an amendment to the approach should be made to set standard payments by sub-market area. This would give certainty to developers, whilst still reflecting the local market. This would be annually reviewed to ensure the value of the commuted payment is up-to-date and continues to reflect the difference in land value between land for affordable housing and land for private development. For a change to be made to the supplementary guidance there must be a further period of consultation on a draft document and this would then require to be submitted to Scottish Ministers. On finalising the research, draft supplementary guidance will be reported to this committee to be agreed for public consultation.

Benchmark Prices

- 5.1. At 12 November 2013 ESPI Committee it was agreed that Planning officers would work with officers in Housing and Legal to incorporate target prices for the sale of affordable units to RSLs within legal agreements and monitor the effects of this approach. In discussion with officers in Housing it is apparent that the factors are more complex than originally identified. Therefore, it is proposed that benchmark prices are incorporated into the draft supplementary guidance for consultation with the development industry prior to implementation. The prices should reflect the price an RSL can afford taking account of the standard of build that an RSL would expect the level of grant available and the rental income from the property. Legal officers in the Commercial and Advice Team will be instructed to insert benchmark prices into all legal agreements where there is a requirement to provide affordable housing on-site, once the new

supplementary guidance has been approved by the Council. This can not be retrospectively applied to sites where an agreement is already in place. The details of the benchmark prices will be included in the supplementary guidance.

Off-site contributions

5.2. There has been pressure from current applicants to consider alternative proposals for affordable housing and one option is to provide part of the affordable element of a larger development on a separate site. Scottish Government Planning Advice Note 2/2010 on Affordable Housing makes allowance for off-site provision in exceptional circumstances and the Council's current policy on affordable housing sets a limit on the allowance for off-site provision to developments of less than 20 units. There are positives and negatives to increasing this limit or identifying criteria based approach that must be considered before identifying an approach to this issue.

5.3. Positives

- Relaxing the limit has the potential to deliver completed units in an early phase of development that may at present be phased towards the end of a development or not delivered at all with a commuted sum being made in lieu of the affordable housing.
- It may promote development of smaller constrained sites, possibly in areas that would benefit from regeneration, that may not currently happen.
- There may be the potential to gain additional benefit in terms of the cost to an RSL or the number of units being delivered if units are being delivered on a lower value site to the private development.
- This would be preferable to commuted payments.

5.4. Negatives

- Providing this flexibility for larger sites would not support the current policy objective of achieving sustainable mixed communities and private housing would potentially be segregated from affordable housing.
- Development of affordable housing may be moved to less suitable locations on undesirable sites.
- The additional benefit that a developer would gain from transferring affordable housing requirements to a less valuable site would increase the land value of the less valuable site making it more difficult for RSLs to purchase appropriate land directly.
- The land value forms part of the cost of development and if increased as stated above this may impact on the price that an RSL will have to pay per unit.

5.5. It is considered that there will be the potential to gain affordable housing units through new development if this approach is supported, but there must also be safeguards to mitigate the negative effects.

- 5.6. For sites of 20 units or more, the current affordable housing requirement is for 25% of the total units to be provided on-site. 15% should be provided on-site to ensure the principle of balanced communities is met. Where an off-site contribution is considered appropriate this should be for no more than 10% of the total units. This would be subject to the following requirements:
- a) It is limited to a maximum of 50 units off-site with any remaining requirement to be provided on-site. The limit is to ensure that the larger allocations in the Aberdeen Local Development Plan continue to provide mixed tenure housing and support a wide range of housing need and demand. For larger allocations it would not be acceptable to allow for multiple applications to each provide off-site units culminating in an off-site provision greater than 50 units.
 - b) The timeline for development of the affordable element is brought forward.
 - c) The proposal is beneficial in terms of the delivery of affordable housing and that there is an added value to be achieved by providing off-site. This may be related to the number of units provided or a reduced cost to an RSL.
 - d) That the off-site provision is **in addition** to any affordable housing requirement for the site proposed to accommodate the off-site units.
 - e) There must be certainty that the site can be delivered.
- 5.7. It is proposed that this amendment to the supplementary guidance is contained within a revised version to be published for consultation along with any amendment to the methodology for calculating commuted payments.

6. IMPACT

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

7. BACKGROUND PAPERS

Supplementary Guidance: Affordable Housing:

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

8. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Sponsorship of Roundabouts
REPORT NUMBER:	EPI/14/033

1. PURPOSE OF REPORT

The purpose of this report is to advise the Committee that the sponsorship of roundabouts contract between Aberdeen City Council and an external marketing agent will terminate on 31 March 2014 and what arrangements are being put in place to ensure continuity of delivery. This report also advises the Committee of certain exemptions granted in respect of the Standing Orders relating to Contracts and Procurement.

2. RECOMMENDATION(S)

It is recommended that the Committee

- a) approve bringing the sponsorship of roundabouts in-house for a period of one year commencing on 1 April 2014;
- b) instructs officers to report back within that period to evidence the comparison between internal and external delivery and to recommend how such sponsorship should be delivered in future;
- c) notes the exemptions granted in respect of the Standing Orders relating to Contracts and Procurement as reported herein.

3. FINANCIAL IMPLICATIONS

The service has challenging targets to meet for income generation in 2014/15. By not paying a third party we will be able to keep 100% of the income by not having to pay any commission. Based on current levels of sponsorship this would equate to an additional £50,000 in 2014/15.

4. OTHER IMPLICATIONS

Exemption from the Standing Orders relating to Contracts and Procurement has been granted in February 2014 under Standing Order

1(6)(b) by the Chief Executive and Heads of Legal, Finance and Procurement in relation to sponsorship of roundabouts.
There are no other implications as the Marketing and Design Team will use existing resources to manage this service.

5. BACKGROUND/MAIN ISSUES

A contract was awarded to an external marketing agency for Council Sponsorship in May 2011. The contract was for them to sell sponsorship/advertising on Council owned assets, with the main asset being roundabouts.

Due in part to various issues arising in relation to identifying new assets and getting the relevant procedures and permissions put in place, it was mutually agreed by both parties to terminate this contract on 22 February 2013, with a Minute of Agreement subsequently being entered into allowing the service provider to continue selling sponsorship on roundabouts. A further Minute of Agreement was entered into, commencing on 1 September 2013 allowing the sale of sponsorship of roundabouts until 31 March 2014. Exemption from the said Standing Orders having been obtained to allow this.

Following an initial appraisal of alternatives in late 2013, relevant notice was served in order to terminate the Minute of Agreement on 31 March 2014, to bring the service in-house. The timing of this decision reflected the renewal dates of a number of annual contracts with sponsors and optimized the income the Council would receive.

The intention is to identify Council owned assets suitable for sponsorship/advertising and to identify, establish and implement all the necessary procedures and permissions to enable all of the opportunities for advertising to be marketed and sold. Should the scale of the task be over complex or beyond the capacity or capability of in-house resources, a new procurement would be undertaken. In the meantime the marketing of the roundabouts will continue and be undertaken by the Marketing and Design Team, who have been managing the contracts with the marketing agency since 2011.

6. IMPACT

Corporate - the ability to reach income levels as set out in the 5 year Corporate Business Plan and the Marketing and Design Service Plan by maximising income generated by not paying a percentage to an external third party.

Public – none.

7. MANAGEMENT OF RISK

The Marketing and Design team will be at risk of not being able to meet the income generation targets set for the 2014/15 financial year, if the sale of sponsorship on roundabouts is not brought in-house.

8. BACKGROUND PAPERS

Minute of Agreement dated 12 May 2011

Minute of Agreement dated 28 March 2013

Minute of Agreement dated 12 November 2013

Memo for Request under Standing Order 1(6)(b) dated 18 September 2013

Memo for Request under Standing Order 1(6)(b) dated 14 February 2014

9. REPORT AUTHOR DETAILS

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	13 th March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	High Hedges (Scotland) Act 2013 – Application fees
REPORT NUMBER:	EPI/14/042

1. PURPOSE OF REPORT

The High Hedges (Scotland) Act 2013 allows for the local authority to set a fee to accompany an application for a high hedge notice. This report details the fee proposed.

2. RECOMMENDATION(S)

That the committee approves the fee proposed of £382.

3. FINANCIAL IMPLICATIONS

Financial implications will be limited to staff resource use and associated costs.

The level of resource and associated costs cannot be predicted as it will be determined by the level of applications submitted, the complexity of applications, the need to enforce notices and the need to defend appeals should they arise.

4. OTHER IMPLICATIONS

Input from Corporate Governance is likely to be required once a High Hedge notice requires to be served.

5. BACKGROUND/MAIN ISSUES

The High Hedges (Scotland) Act 2013 is due to come into force on 1st April 2014. The Act places a duty on local authorities, on submission of an application, to determine if the height of a High Hedge adversely affects the enjoyment of the domestic property which an occupant of that property could reasonably expect to have. If the hedge is causing an adverse affect the local authority has a further duty to determine if any immediate and/or preventative action is required. If action is required the local authority may serve a High Hedge notice.

The Act allows for the local authority to set a fee for administering an application.

The average fee in England and Wales for a similar service is £340.

Feedback from other Scottish local authorities has indicated a range of proposed fees;

- £192 - £560
- Average - £381.50

Aberdeen City Council is proposing to set their fee at £382. The fee reflects the fee currently charged for processing a range of planning applications.

The fee reflects 21.5 hours of work at a planning officer grade. The time required to process a 'simple' application; including correspondence, site visit, assessment, reporting to committee and issuing of a High Hedge notice is estimated at 18 hours.

It is considered that few applications will be 'simple'. The Act requires the complainant to attempt to resolve the matter prior to approaching the local authority. The request for a High Hedge notice is considered to be a last resort when communication between neighbours has failed to conclude a satisfactory outcome. Both parties have the option to appeal a High Hedge notice. It is considered that a number of cases are likely to result in appeals which will result in further officer time.

6. IMPACT

The implementation of the High Hedges (Scotland) Act 2013 will assist the Council in delivering a number of Single Outcome Agreements.

- (9) We live our lives safe from crime, disorder and danger
- (11) We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.
- (12) We value and enjoy our built and natural environment and protect it and enhance it for future generations.
- (15) Our public services are high quality, continually improving, efficient and responsive to local people's needs.

This report is likely to be of interest to the public as it contains information relating to a new service that will be provided by Aberdeen City Council. There have already been a number of enquires relating to the High Hedges Act by members of the public. It is likely that further interest will be raised due to expected media coverage once the date the Act will come in to force is confirmed.

The Equality and Human Rights Impact Assessment (EHRIA) identified a potential negative impact on people with protected characteristics. Paragraph 9 of the EHRIA states;

- Charging an application fee could negatively impact on those experiencing poverty as it may preclude them from utilising the service.

7. MANAGEMENT OF RISK

The setting of a fee may result in both a control and opportunity risk which may impact on several risk classifications; including Financial, People and Customer/Citizen.

It has already been acknowledged that setting too high a fee may negatively impact on those experiencing poverty as they may not be able to access the service.

The setting of a fee will however help ensure that reasonable effort is made by potential applicants to resolve the matter prior to approaching the Council. A fee may also help ensure that this service is not used in a frivolous or vexatious manner.

Whilst a high fee may negatively impact on the ability for some to access the service, too low a fee may result in significant uptake of the service. This may impact on our ability to deliver the service in a timeous manner.

8. BACKGROUND PAPERS

- High Hedges (Scotland) Act 2013
- High Hedge Application Fee's, Heads of Planning Scotland, Knowledge Hub [ONLINE] <https://knowledgehub.local.gov.uk>
- Hedgeline [ONLINE] <http://www.clareh3.webspace.virginmedia.com>
- EHRIA

9. REPORT AUTHOR DETAILS

Kevin Wright, Environmental Planner

Kewright@aberdeenshire.gov.uk

01224 522440



Equality and Human Rights Impact Assessment - the Form

There are separate guidance notes to accompany this form – “Equality and Human Rights Impact Assessment – the Guide.” Please use these guidance notes as you complete this form. Throughout the form, **proposal** should be understood broadly to include the full range of our activities and could refer to a decision, policy, strategy, plan, procedure, report or business case, embracing a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Essentially everything we do!

STEP 1: Identify essential information

1. Committee Report No.

2. Name of proposal.

3. Officer(s) completing this form.

Name	Designation	Service	Directorate
Kevin Wright	Environmental Planner	Planning and Sustainable Development	Enterprise, Planning and infrastructure

4. Date of Impact Assessment.

5. When is the proposal next due for review?

6. Committee Name.

7. Date the Committee is due to meet.

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

Planning and sustainable Development

9. Please summarise this Equality and Human Rights Impact Assessment (EHRIA). This must include any practical actions you intend to take or have taken to reduce, justify or remove any adverse negative impacts. This must also include a summary of how this proposal complies with the public sector equality duty for people with protected characteristics - see Step 2. **Please return to this question after completing the EHRIA.**

Charging an application fee could negatively impact on those experiencing poverty as it may preclude them from utilising the service.

This negative impact could be removed or mitigated against by charging a reduced fee, a concessionary fee or no fee.

10. Where will you publish the results of the Equality and Human Rights Impact Assessment? Tick which applies.

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

STEP 2: Outline the aims of the proposal

11. What are the main aims of the proposal?

The main aim of the proposal is to agree a fee that will accompany an application from members of the public to Aberdeen City Council for a High Hedge notice.

12. Who will benefit most from the proposal?

The fee is aimed at recovering the cost of processing and administering an application for a High Hedge notice.

The outcome of an application generally benefits the individual. The fee ensures that only the individual benefiting from this service bears the cost; consequently the cost of this service does not impact on those who do not benefit from the service.

13. You should assess the impact of your proposal on equality groups and tell us how implementing this proposal will impact on the needs of the public sector equality duty to: eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations.

The service will be made available to all persons living within Aberdeen City. It is considered that the proposal will have a neutral impact on the delivery of our equality duty.

STEP 3: Gather and consider evidence

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

Charging an application fee could negatively impact on those experiencing poverty as it may preclude them from utilising the service.

STEP 4: Assess likely impacts on people with Protected Characteristics

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

(Positive +, neutral 0, - negative)

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

Notes:

* Gender Reassignment includes Transsexual

** Race includes Gypsy/Travellers

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

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

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

In making the assessment you must consider relevant evidence, including evidence received from individuals and equality groups. Having considered all of these elements, you must take account of the results of such assessments. This requires you to consider taking action to address any issues identified, such as removing or mitigating any negative impacts, where possible, and exploiting any potential for positive impact. If any adverse impact amounts to **unlawful discrimination**, the policy must be amended to avert this. Detail the impacts and describe those affected.

<p>Positive impacts (describe protected characteristics affected)</p>	<p>Negative Impacts (describe protected characteristics affected)</p> <p>Charging an application fee could negatively impact on those experiencing poverty as it may preclude them from utilising the service.</p> <p>The above negative impact could be removed or mitigated against by charging a reduced fee, a concessionary fee or no fee.</p> <p>This negative impact does not amount to unlawful discrimination.</p>
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STEP 5: Human Rights - Apply the three key assessment tests for compliance assurance

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

- Article 3 – Right not to be subjected to torture, inhumane or degrading treatment or punishment
- Article 6 – Right to a fair and public hearing
- Article 8 – Right to respect for private and family life, home and correspondence
- Article 10 – freedom of expression
- Other article not listed above

How?

Legality

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

Legitimate aim

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

Proportionality

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

STEP 6: Monitor and review

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

No formal monitoring is currently proposed.

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

Impacts will be summarised in paragraph 9. This section will be included in the relevant committee report. This will ensure impacts are highlighted to the committee. This will allow for any impacts to be considered as part of discussions pertaining to setting a fee.

STEP 7 SIGN OFF

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

Person(s) completing the impact assessment.

Name	Date	Signature

Quality check: document has been checked by

Name	Date	Signature

Head of Service (Sign-off)

Name	Date	Signature

Now –

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

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

Equality and Human Rights Impact Assessment – the Form.

Telephone 01224 523039 Email sandrab@aberdeencity.gov.uk

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ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise Strategic Planning and Infrastructure
DATE	13 TH March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Bus Lane Enforcement Expenditure
REPORT NUMBER:	EPI/14/041

1. PURPOSE OF REPORT

The purpose of this report is to request agreement of the proposed policy for the use of net Bus Lane Enforcement Income and the list of proposed schemes, which directly or in-directly facilitate the achievement of policies in Aberdeen City Council's Local Transport Strategy as per Scottish Government legislation, to be funded from bus lane enforcement charge notice monies received to date.

2. RECOMMENDATION(S)

It is recommended that the Committee:

- a) agree the proposed policy for the use of net Bus Lane Enforcement income and schemes for 2014/15

3. FINANCIAL IMPLICATIONS

It is anticipated that the whole life costs of the list of scheme for 2014/15 would be funded from the net bus lane enforcement income.

Aberdeen City Council BLE Budget Allocation 2014/15

Details	Costs
BLE System Support Costs	£70,000
BLE Staffing Costs	£91,386
LTS Staffing Costs across Council Services	£210,000
Total Costs in 2014/15	£371,386

A further breakdown of financial costs are in Appendix B within this report.

It should be noted that for more than five years any walking, cycling and public transport initiatives implemented over this

period have been funded externally through grants from Scottish Government, Nestrans, Sustrans, Aberdeen Greenspace, Cycling Scotland and EU Funding opportunities.

4. OTHER IMPLICATIONS

The Scottish Statutory Instrument 442 The Bus Lane Contraventions (Charges, Adjudication and Enforcement)(Scotland) Regulations 2011 Part VII Financial Provisions section paragraph 32 states;

(2) Any sums paid to an approved local authority by way of charges under these Regulations must be applied by that authority for the purpose of directly or indirectly facilitating the achievement of policies in that authority's local transport strategy.

It should be noted that any monies paid to ACC from bus lane charge notices should be traceable, auditable and clearly linkable to the Local Transport Strategy (LTS)

5. BACKGROUND/MAIN ISSUES

5.1 Background

On Monday 6 February 2012 the Scottish Government legislation for Local Authorities to enforce bus lanes came into force.

The new bus lane enforcement cameras became operational in March 2013 in Aberdeen. There are eleven fixed camera sites located on Great Northern Road, King Street (x4), Wellington Road, Holburn Street (x2), North Donside Road, Auchmill Road and Old Lang Stracht bus gate.

Initially when the bus lane cameras were installed it was envisaged that the purchase of four cameras would be adequate to enforce the eleven fixed camera sites throughout the City. The four cameras were to be rotated around the eleven sites over the first twelve months.

Unfortunately, as the graph and table within this document show, there has not been the significant reduction in offenders as anticipated at the initial four "live" sites. Therefore, because of the continued high volume of offences', the relocation of the four cameras has not been carried out to date.

Out-with the four "live " camera locations there are still a number of important strategic routes within the City, which are currently not covered by live bus lane cameras. Therefore an additional 4 bus lane cameras have been purchased at a cost of £88,000. This will ensure a more robust enforcement regime throughout the City.

The additional cameras were purchased from funds generated by bus lane charge notices offences sent out to date to drivers illegally using the bus lanes.

5.2 Offences Update

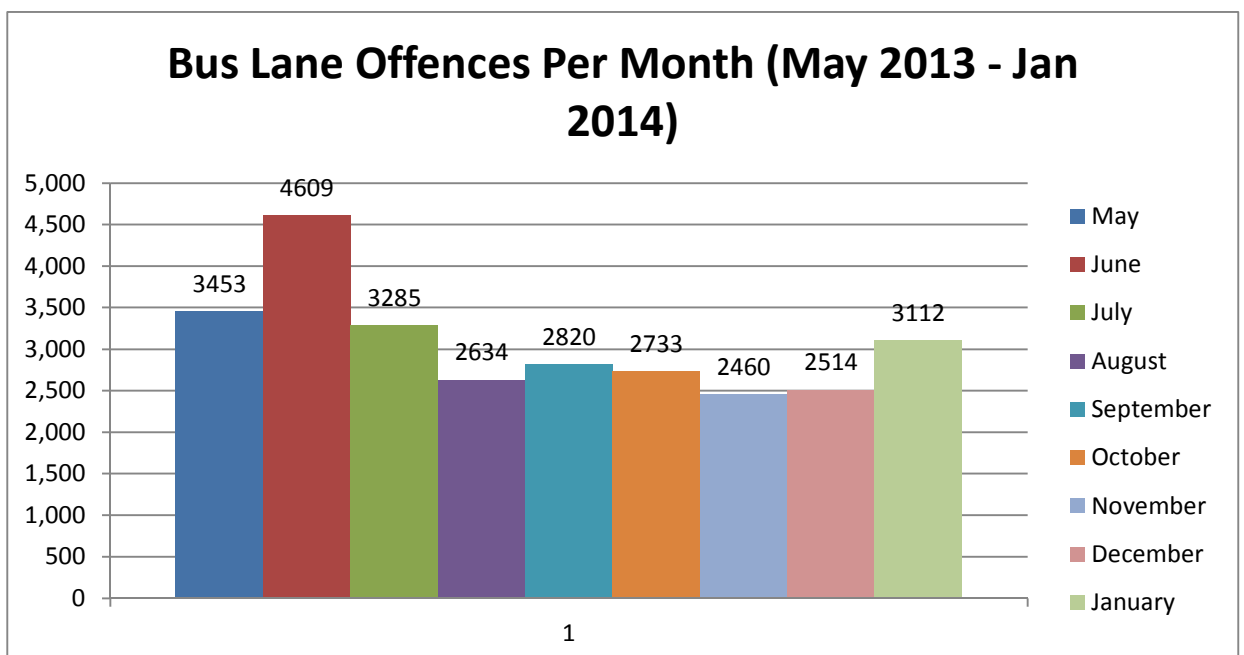
Bus Lane Offences per Month								
May	June	July	Aug	Sept	Oct	Nov	Dec	Jan
3453	4609	3285	2634	2820	2733	2460	2514	3112

As can be seen from the table above the number of bus lane offences are constantly well over 2,000 per calendar month. For the first seven months of operation there have been almost 22,000 charge notices issued. This equates to over 3,000 charge notices per month.

Even if the number of bus lane offences dropped to 2,000 offences per month for the remainder of the financial year this would equate to nearly 30,000 offences captured by the bus lane cameras in the first year of operation.

By Mid-December 2013 over £550,000 has been paid by offenders caught driving illegally in the bus lanes.

It has been estimated, based on current bus lane Charge Notice payment figures, that the total sum of charge notices paid this financial year will be £900,000.



Please note the figures were gathered from only 4 fixed camera sites from May to December 2013 on Great Northern Road, King Street, Holburn Street and Wellington Road.

5.3 Scheme Development and Future Budget Monitoring Proposal

As per the legislative requirements of the Scottish Statutory Instrument any monies received from bus lane enforcement must be allocated towards achieving, either directly or in-directly, ACC policies relating to the LTS.

It is proposed that the Team Leader, within the Transportation Team of Planning and Sustainable Development, is the lead person for proposed LTS initiatives recommended to be implemented from bus lane enforcement funding.

It is also proposed that Team leaders will be requested to gather a list of potential schemes in January each year from across Council departments which they would like to be considered for future funding from the bus lane enforcement camera budget. The collated list will be prioritised and considered for funding with all appropriate schemes prioritised as per the LTS vision.

The approved list of schemes will be agreed in March each year and implemented within the following financial year (dependent on scheme). All schemes implementation and financial progress will be monitored by the Transportation Team Leader.

The list of schemes and their priority may vary from year to year and will be subject to the funds available. Each scheme submitted provided whole life costing of the scheme. A sample of the bid pro-forma paperwork is attached as Appendix C.

Project managers, who are responsible for the schemes funded from BLE, must provide monthly updates on scheme progress and financial profiles to the Transportation Team Leader (or appointed person). This is to ensure any potential issues are highlighted and addressed at the earliest possible opportunity to enable appropriate actions to be taken and to maximise the use of the funding available.

The monthly updates provided by the project managers will enable scheme information to be included within the Strategic and Local Transport Projects Report which is reported to the ESP&I Committee cyclically. The information will also ensure ACC's bus lane webpage, within ACC's website, is updated regularly to provide the citizens of Aberdeen with a transparent overview of schemes which are funded directly from bus lane offences net income.

A review of the current BLE schemes will be carried out, by the Transportation Team, in September / October each year to assess the progress, and establish any further opportunities for scheme implementation during the second half of each year.

5.3.1 Proposed Schemes for 2014/15

All Heads of Service were invited to submit bids by Friday 31st January 2014 for consideration. The following list of schemes agreed by Corporate Management Team, are highlighted below. It should be noted the list is not prioritised.

- **It should be noted that none of the schemes below have an ACC budget allocation for 2014/15 or onwards**
- A copy of the reserve, on-hold and rejected schemes are attached as Appendix D within this report for information.

Project Name	Brief Description	2014/15
Emergency Contingency Fund	Fund to pay for any accidents or emergency repairs required to BLE system	£50,000
Transportation Team Additional Staff Member	Additional member of staff to support, manage, promote, improve and deliver the LTS	£50,000
Energetica Corridor All Modes Feasibility Study	The feasibility study will consider all modes of transport along the A90 corridor from Bridge of Don to Peterhead and Fraserburgh and the route of the former Formartine & Buchan railway line from Dyce through Ellon (Energetica Corridor).	£25,000
Cross City Transport Connections Feasibility Study (Scheme from Strategic Infrastructure Plan)	The feasibility study will start to investigate ways to maximise connectivity between new developments arising from the Local Development Plan, including continuing discussions with Nestrans and Transport Scotland in relation to planning and funding.	£50,000
Bikeability Development and Sustainability Project	A 12 month project to train future generations of Aberdeen young people to be responsible and safe cyclists on the roads. This project aims to significantly increase the impact and future sustainability of the Bikeability programme currently being rolled out to primary schools.	£20,000
Smart Technology Parking Officer Fixed Term	A twelve month post to investigate, develop and purchase of a back office system to streamline and integrate - Enforcement, Appeals, Permits, Bus Lane Enforcement, Vehicle uplifts, Cashless Parking, Blue Badges and ANPR solutions.	£40,000

Blue Badge Enforcement Officer Fixed Term	To fund a position for 12 months "Blue Badge Investigation Officer" - A 9 month trial has evidenced a need to investigate and prosecute those who persistently abuse the Blue Badge Scheme.	£31,500
CP Kincorth Hill	The reinstatement of Core Path 79 and routes connecting with the community of Kincorth at Kincorth Hill. This will include work to improve the drainage of water away from the paths to minimise the re-occurrence of this issue with the increased frequency of extreme rain events.	£98,000
CP Waulkmill Bridge	Appoint an engineer to design a solution, appoint a contractor and supervise the necessary work.	£20,000
CP Maintenance	Undertake the routine maintenance of the core path network on Aberdeen City Council owned countryside sites.	£9,500
CP Manor Avenue	Installation of drainage to eradicate ponding issues along a section of this path.	£35,000
CP Deeside Line Signage Renewal	Upgrade of existing signage	£9,200
CP Brimmond Hill	Work to improve drainage and resurface car parks which are used by visitors accessing the core paths on Brimmond Hill and neighbouring routes around the Elrick Hill, Tyrebagger Hill and Craibstone Estate.	£54,000
CP Hazlehead Woodlands Paths	Carry out works in a 3 year phased programme to resurface dust bound paths within wooded area, works also to include the cleaning out of existing drainage system.	£150,000
CP Baird's Brae	This project would drainage works, including new pipe work and resurfacing on Baird's Brae.	£14,500
CP Hazlehead Roads Network	Carry out works in a 3 year phased programme to repair potholes and resurfacing works to roads network, works also to include the cleaning out of existing drainage system.	£106,000
Cycle Infrastructure Maintenance and Cycle Event Promotions	The purpose of this fund will be to cover the cost of any repairs to cycling infrastructure that does not currently have its own maintenance fund.	£15,000
Park & Ride Maintenance	This project would be for a maintenance programme of works which would provide relief for the general maintenance budget. The project would enhance the facilities and bring it back up to a higher standard which would help in making the sites more attractive and improve the standard, particularly at Kingswells where government funding has been approved for through access, which will increase the frequency of services at the site and we hope in turn will increase patronage.	£50,000

Bus Lane Signing & Lining Maintenance	This would allow the bus lanes to be maintained to a higher standard than they can be currently due to prioritisation of the limited revenue budget for this work type.	£10,000
Bus Shelter Replacement	Primary replacement programme of Trueform Bus Shelters in the City. These shelters have not weathered well and are rusting badly and in many locations are being removed on safety grounds. The proposal is to replace 30 by 28th February 2015 with shelters more standardised across the City and which have proved to have a good length of lifespan and relatively low maintenance costs. On-going maintenance and cleaning costs would be met from existing budgets.	£50,000
Bus Stop Carriageway Reconstruction	This investment would benefit the bus lanes directly by keeping the bus stops in a better condition than they might otherwise be kept. The lifespan of repairs in these locations is estimated to be around ten years.	£15,000
Wayfinding Pilot Scheme	The next phase is to install a pilot scheme to ensure that the signage meets the aspirations of the residents and visitors of Aberdeen. A monitoring exercise would then be undertaken to measure response. This is assumed to be a joint funded scheme with Aberdeen Inspired.	£50,000
	Total	£952,700

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.

The project will contribute to delivery of the Smarter Mobility aims of Aberdeen – The Smarter City: We will encourage cycling and walking, and we will provide and promote a sustainable transport system, including cycling, which reduces our carbon emissions.

The project 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 project will also assist delivery of the 5 year Corporate Business Plan, in particular the Enterprise, Planning and Infrastructure Directorate's aim to protect and enhance our high-quality, natural and built environment.

An Equalities and Human Rights Impact Assessment (EHRIA) has not been undertaken on this report.

This report will be of interest to members of the public as it will improve transportation infrastructure of the travelling public in the City.

7. MANAGEMENT OF RISK

Risk has been minimised as whole life costings have been included within the assessment process of potential schemes through the assessment scoring matrix (see Appendix E).

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

Scott Ramsay, Technical Officer, sramsay@aberdeencity.gov.uk and 523463.

Appendix A – LTS Policy Content

The vision for the Aberdeen City LTS is to develop “A sustainable transport system that is fit for the 21st Century, accessible to all, supports a vibrant economy and minimises the impact on our environment”.

The strategy states that;

We will **improve** our transport infrastructure and services by:

- Promoting walking and cycling as a means of travel and recreation. This will be through improving walking and cycle routes and facilities throughout Aberdeen and improved awareness raising and information campaigns.
- Working with bus operators to deliver a more effective Quality Bus Partnership (potentially leading to a Statutory Quality Partnership). Through this Partnership, the City Council will commit to:
 - reducing the actual running time of bus services and the relative journey times by bus compared to other vehicles by investing in improved bus passenger priority measures including greater enforcement of existing bus lanes and the introduction of urban traffic controls;
 - developing Punctuality Improvement Partnerships progressively to improve bus running speeds relative to other vehicles;
 - continued investment in bus stop/shelter facilities;
 - creating interchange facilities to support network expansion;
 - providing real time information; and
 - increasing investment in non-commercial services.
- Pilot new public transport services, particularly circumferential bus services linked to industrial estates (and potentially schools);
- Improving network capacity (easing pinch points) and using prioritisation of road space to support sustainable modes
- Implementing new and improved Intelligent Transport Systems (ITS) to manage traffic flows across the City and aid prioritisation of sustainable transport modes;

It should be noted that the National Household Census, carried out in 2011, highlighted that 31% of households in Aberdeen do not have access to a vehicle therefore rely on public transport, walking or cycling as their primary modes of transport.

We will **promote** the use of sustainable transport modes by:

- Ensuring land use plans and development management support sustainable travel and do not encourage car dependency;

- Encouraging the development of travel plans for all major employers within the City. The City Council will lead by example by:
 - Increased promotion of walking and cycling for local trips;
 - Promotion and extension of the Council's car pool;
 - Development of a City Car Club and continued promotion of car-sharing;
- Supporting regeneration projects that increase the liveability of our City e.g. supporting initiatives that make our outdoor public realm more attractive (for walking, cycling, shopping etc.).

We will **maintain** our transportation assets, so that they are safe and fit for purpose, by:

- Increasing investment in maintenance of our roads, foot and cycle ways, bridges, lighting and other infrastructure, such as traffic signals, to address the historic backlog;

We will **manage** the use of our transportation assets and services by:

- Revising parking charge levels and structures so that they favour shorter stay, business, shopping and visitor trips, whilst protecting residents' ability to park near their homes and supporting the vitality of the city centre;
- Ensuring effective enforcement of traffic regulation orders to achieve our traffic management objectives;
- Supporting and co-ordinating the operation of community transport schemes, including the dial-a-bus services; and
- Managing the operation of transport and travel planning services for school travel and young people, including undertaking school travel plan demonstration projects for selected schools, to identify where network investment can reduce car trips.

We will **add** to our transport infrastructure and services by:

- Working with BAA Aberdeen, Northern Isles Ferry Terminal and Bus / Rail Stations;
- Delivering Union Street Pedestrianisation once alternative traffic capacity has been provided; and
- Developing an integrated transport scheme to improve Access from the North (including the Third Don Crossing) with walking, cycling and public transport priorities "locked in".

Appendix B

Running Costs of the Scheme from April 2013 – December 2013

Items	Cost Per Month/Unit	Total Costs
Infrastructure		
4 additional bus lane cameras	£18, 978 per unit	£75,912
Operational		
4 x 10GB Sim Cards for Cameras	£220.00 per month	£1,980
ICES Costs	Not applicable	
ACC IT Costs	Not applicable	£1,717
SPAS Appeals Costs*	£54.00 per hour	£1,000
Staffing		
3 x Permanent Staff	£7,615.50 per month	£68,539.50
Share of existing LTS staff resources		£157,500
Totals		£306,648.50

*Scottish Parking Appeals Service (SPAS) charge by the hour to hear Bus Lane Charge Notice Appeals. The costs may vary per year and per month.
 E.g. 50 appeals per year x 1 hour per appeal = £2,700
 500 appeals per year x 1 hour per appeal = £27,000

Running Costs of the Scheme from January – March 2014

Operational		
8 x 10GB Sim Cards for Cameras	£440.00 per month	£1,320
ICES Costs	Not applicable	£0
SPAS Appeals Costs*	£54.00 per hour	£300
Staffing		
3 x Permanent Staff	£7,615.50 per month	£22,846.50
Share of existing LTS staff resources		£52,500
Total Costs for 3 months		£76,966.50

**Proposed Operational Budget for Bus Lane Enforcement from
April 2014 – March 2015**

Items	Forecast Cost Per Month/Unit	Budgeted Costs
Operational		
8 x 10GB Sim Cards for Cameras	£440.00 per month	£5,280
ICES Software License Costs	Not applicable	£2,000
Vysionics Maintenance Costs	Not Applicable	£28,000
ACC Postal Costs	£1,468 per month	£28,000
SPAS Appeals Costs*	£54.00 per hour	£6,720
Staffing		
3 x Dedicated BLE Staff	£7,615.50 per month	£91,386
Share of existing LTS staff resources		£210,000
Totals for 12 months		£371,386

Appendix C – Sample Bid Pro-forma

Bus Lane Enforcement Expenditure Proposal 2014/15		
Title of Project: <i>Replacement of Pedestrian Crossing with Toucan Crossing</i>		
Description of Project (including timescales): <i>Replacement of pedestrian crossing facility on King Street opposite Jasmine Terrace. This scheme would be completed by 31 January 2015.</i>		
Links to Local Transport Strategy (please specify how the project links to the LTS aims and objectives and TICK ALL RELEVANT BOXES in Appendix A)		
Total Costs of Project including Whole Life Costs:		
Description of Works	Year Costs Incurred	Total Costs
<i>Supply and Installation of Toucan Crossing</i>	<i>2014/15</i>	<i>£40,000</i>
<i>Electrical Supply Costs per Year</i>	<i>Annually</i>	<i>£300</i>
<i>Maintenance Contract Costs</i>	<i>Every 5 Years</i>	<i>£5,000</i>
<i>Replacement of Signal Bulbs, Repainting of Stanchions etc</i>	<i>Every 5 Years</i>	<i>£1,000</i>
<i>Estimated Life of Asset in Years</i>	<i>15</i>	
<i>Whole Life Costs Total</i>		<i>£56,500</i>
<i>Refurbishment / Replacement of Toucan Crossing in 15 Years</i>		<i>£55,000</i>
Name and contact details of project manager:		
Please note if the above project is successful in receiving funding the Project Manager is required to complete a projected spend profile and key milestones update document every 8 weeks which will be reported to ESP&I Committee		

List of LTS Aims and Objectives		
<i>"A sustainable transport system that is fit for the 21st Century, accessible to all, supports a vibrant economy and minimises the impact on our environment"</i>		Tick All Boxes that Apply
The LTS includes 5 high level aims, as follows:		
· Support and contribute to a thriving economy for Aberdeen City and its region		
· Ensure a safe and secure transport system		X
· Minimise the environmental impact of transport on our community and the wider world		
· Ensure that the transport system is integrated and accessible to all		X
· Ensure that our transport policies integrate with and support sustainable development, health and social inclusion policies		
We will support our partners in the development of the region's transport infrastructure and services by		
• Improvements to A90 Haudagain Roundabout		
• Improving access to Aberdeen from the south, including tackling the bottlenecks around the Bridge of Dee		
• A90 Balmedie/Tipperty dualling		
Working to produce:		
• A Rail Action Plan		
• A Regional Parking Strategy		
• A Regional Bus Action Plan		
• A Regional Health and Transport Action Plan		
• A Regional Freight Strategy		
• A Regional Road Casualty Reduction Strategy		
We will maintain our transportation assets, so that they are safe and fit for purpose, by:		
• Investment in maintenance of our foot, cycle and roads infrastructure		X
• Continuing to implement 4 Es measures to improve road safety		X
• Developing CCTV coverage in the City Centre		
We will manage the use of our transportation assets and services by:		
• Revising parking charge levels		
• Ensuring effective enforcement of traffic regulation orders		
• Supporting and co-ordinating the operation of community transport		

schemes		
• Managing transport and travel planning services for school travel and young people		
We will promote the use of sustainable transport modes by:		
• Ensuring land use plans and development management support sustainable travel		
• Encouraging the development of travel plans for all major employers within the City		
• Increased promotion of walking and cycling for local trips		x
• Promotion and extension of the Council's car pool		
• Development of the Car Club and continued promotion of car-sharing		
• Consideration of incentives for car-sharers (and more environmentally friendly vehicles)		
• Increased promotion of flexible working and other measures		
• Introduction of salary sacrifice schemes to promote the use of cycling and public transport		
• Promoting the need to address local air quality and noise pollution problems through more innovative and targeted awareness raising campaigns		
• Supporting regeneration projects that increase the liveability of our City		
We will improve our transport infrastructure and services by:		
• Promoting walking and cycling		x
• Developing Core Paths		
• Improving parking facilities for Powered Two Wheelers		
• Delivering a more effective Quality Bus Partnership		
• Improving journey times and reliability of buses		
• Improving bus stop/shelter facilities;		
• Creating interchange facilities to support network expansion; providing real time information; and increasing investment in non commercial services.		
• improved passenger information – paper and web based		
• Creating inter-availability of tickets		
• Commitment to providing fare incentives for passengers buying longer period tickets		
• Commitment to reinvest resources saved by improved bus running speeds into new links or increased service levels		

<ul style="list-style-type: none"> • Pilot new public transport services, particularly circumferential bus services linked to industrial estates (and potentially schools) 		
<ul style="list-style-type: none"> • Reviewing the operation of Park and Ride sites and identifying ways of improving usage 		
<ul style="list-style-type: none"> • Improving network capacity and using prioritisation of road space to support sustainable modes 		
<ul style="list-style-type: none"> • Providing High Occupancy Vehicle Lane on Stonehaven Road and Large Vehicle Lane on Wellington Road 		
<ul style="list-style-type: none"> • Implementing new and improved Intelligent Transport Systems (ITS) to manage traffic flows across the City and aid prioritisation of sustainable transport modes 		
<ul style="list-style-type: none"> • Improving the Berryden Corridor 		
<ul style="list-style-type: none"> • Improving facilities for freight, including improved access to the harbour and the continued promotion of the provision of a secure lorry parking site 		
<ul style="list-style-type: none"> • Working with BAA Aberdeen and others to ensure the delivery of its Aberdeen Airport Surface Access Strategy 		
<ul style="list-style-type: none"> • Provision of improved links between the Northern Isles Ferry Terminal and Bus / Rail Stations 		
<ul style="list-style-type: none"> • Delivering Union Street Pedestrianisation once alternative traffic capacity is provided 		
<ul style="list-style-type: none"> • Developing an integrated transport scheme to improve Access from the North (including the Third Don Crossing) with walking, cycling and public transport priorities “locked in” 		

Appendix D – Reserve, On-Hold and Rejected List of Schemes

Project Name	Brief Description	Information
Reserve List		
Wayfinding Full Scheme	During 2013/14 Aberdeen Inspired led a project to design and develop a new wayfinding scheme for Aberdeen City Centre. On completion of a successful pilot scheme it would be intended to roll out the scheme to the wider city centre area. This bid is for the full scheme to be implemented, it may however be more appropriate to implement in phases.	Awaiting confirmation of success of Pilot Scheme
CP Torry Battery	Carry out works to repair potholes and resurfacing works to car parks, this works link with Corepath 78. Carpark 1 Area 1070 M2. (tar) Carpark 2 Area 821 M2. (Tar) Carpark 3 Area 1019 M2.(Tar) Carpark 4 Area 4379 M2 (Gravel Bound)	
Pittengullies Brae	There are several drainage issues on core paths 66,70 and 76 on the Deeside Line and paths linking to the River Dee path in the Pittengullies Brae area. CP 70 has become seriously eroded as a result of water flowing over the surface.	
CP Council Parks Paths	Carry out works to repair potholes, clear drainage channels as required at various parks throughout city. Core Paths 6, 21, 23, 24, 69, and 75 are within the parks.	
Beach Promenade Line signage and interpretation / information panels (Core Path 19)	There is a requirement for a range of signs and interpretation panels along the Beach promenade. It is anticipated that 12 no interpretation panels are required.	
On Hold List		
Replacement of Pay & Display Machines	Additional Pay and Display machines to replace existing machines which are now no fit for purpose.	On Hold until Smart Technology Parking Officer completes feasibility study
Cultural Festivals - Plus Bus Pilot Scheme	Aberdeen City Council, in partnership with Visit Aberdeen, has recently established a 'Festivals Collective' incorporating the city's key cultural festivals. Both parties have committed funding for an initial pilot period (February 2014 – April 2015) with the view of undertaking an evaluation before committing further long-term support. The initial funding will cover the employment of a Coordinator and the delivery of a series of pilot activities such as joint branding, programming and fundraising.	On-hold until confirmation of detailed funding provided.

Supported Bus Services	Budget Provision of subsidies for bus operators to operate local bus services, on behalf of the Council, in order to augment the commercial bus network and fill gaps in provision of the local bus network. There are 3 major gaps in provision which have been identified. Local Authorities have a duty under sections 63-64 of the Transport Act 1985 to secure the provision of public transport in its area that it deems required. NB: Introducing a service may raise expectations and unless we can ensure continuation, any removal of service after one year may resultantly disappoint residents which may lead to bad press.	On-hold until PTU complete discussions with voluntary services to ascertain whether joint working can be achieved. Expected outcome in August 2014.
Taxicard Scheme	Since removal of the TaxiCard scheme in 2010, many residents in the City still find it difficult to mobilise with the existing transport services in the City. NB: Introducing a service may raise expectations and unless we can ensure continuation of service, any removal of service after one year may resultantly disappoint residents which may lead to bad press. There are also other strands of work on-going to improve access for disabled and elderly groups. Notably the Council currently operates Demand Responsive Transport to assist these groups. Also a Social Transport project is on-going which hopes to introduce more Voluntary and Community Transport in the City.	On-hold until PTU complete discussions with voluntary services to ascertain whether joint working can be achieved. Expected outcome in August 2014.
Rejected Schemes		
Maintenance of Waiting Restrictions	Refresh existing waiting restrictions throughout the city. Bid was £50,000 but other possible budget streams to be explored.	This scheme was rejected as other funding opportunities should be explored if maintenance of waiting restrictions are priority.
Newhills Cemetery Car Park	Carry out works to repair potholes and resurfacing works to car park. Estimated costs £40,000.	This scheme was rejected as it did not meet the aims and objectives of the LTS
Go Mountain Bike	Scottish Cycling has a scheme of training for off-road cycling. It is pitched at primary age pupils and complements the skills of Bikeability. This project would offer Go-Mountain Bike courses to primary pupils at the end of the Bikeability	This scheme was rejected as it did not meet the aims and objectives of the LTS.

	programmes to act as a pathway to skills and knowledge development. The courses would train 60 to 80 young people and be based either at Adventure Aberdeen or at individual school premises.£10,000 bid.	
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Appendix E – Assessment Scoring Matrix

		Scheme Cost	Whole Life Cost	LTS					
	Low	£0 - £49,999	£0 - £49,999	0 - 49					
	Medium	£50,000 - £99,999	£50,000 - £99,999	50 - 99					
	High	£100,000 +	£100,000 +	100 +		Risks			
Project Name	Cost of Scheme	Cost of Maintenance Annually	Life of Scheme in Years	Whole Life Cost	LTS Aims and Objectives Score	Scheme Cost	Whole Life Cost	Impact on LTS Aims and Objectives	
List of Schemes for 2014/15									
Emergency Contingency Fund	£50,000	N/A	N/A	N/A	0	Medium	Medium	Low	
Transportation Team Additional Staffing	£50,000	N/A	N/A	N/A	600	Medium	Medium	High	
Energetica Corridor All Modes Feasibility Study	£25,000	N/A	1	£25,000	240	Low	Low	High	
Cross City Transport Connections Feasibility Study (SIP)	£50,000	N/A	2	£100,000	116	Medium	High	High	
Bikeability Development and Sustainability Project	£20,000	N/A	1	£20,000	48	Low	Low	Low	
Smart Technology Parking Officer Fixed Term	£40,000	N/A	1	£40,000	66	Low	Low	Medium	
Blue Badge Enforcement Officer Fixed Term	£31,500	N/A	1	£31,500	11	Low	Low	Low	

CP Kincorth Hill	£98,000	£3,000	15	£143,000	40	Medium	High	Low	
CP Waulkmill Bridge	£20,000	£50	30	£21,500	40	Low	Low	Low	
CP Maintenance	£9,500	£9,500	1	£9,500	40	Low	Low	Low	
CP Manor Avenue	£35,000	£150	25	£38,750	40	Low	Low	Low	
CP Deeside Line Signage Renewal	£9,200	£500	1	£9,700	40	Low	Low	Low	
CP Brimmond Hill	£54,000	£1,300	20	£80,000	40	Low	Medium	Low	
CP Hazlehead Woodlands Paths	£150,000	£5,000	10	£200,000	40	High	High	Low	
CP Baird's Brae	£14,500	£250	15	£18,250	40	Low	Low	Low	
CP Hazlehead Roads Network	£106,000	£5,000	15	£181,000	40	High	High	Low	
Cycle Infrastructure Maintenance and Cycle Event Promotions	£15,000	£0	1	£15,000	40	Low	Low	Low	
Park & Ride Maintenance	£50,000	£1,000	10	£60,000	30	Medium	Medium	Low	
Bus Lane Signing & Lining Maintenance	£10,000	£10,000	1	£20,000	64	Low	Low	Medium	
Bus Shelter Replacement	£50,000	£2,000	25	£100,000	27	Medium	High	Low	
Bus Stop Carriageway Reconstruction	£15,000	£0	1	£15,000	18	Low	Low	Low	
Wayfinding Pilot Scheme	£50,000	£1,000	1	£51,000	30	Medium	Medium	Low	
Totals	£952,700	£38,750		£1,179,200					

On-Hold Schemes									
Replacement of Pay & Display Machines	£150,000	£1,000	1	£151,000	10	High	High	Low	
Cultural Festivals - Plus Bus Pilot Scheme	£45,000	£0	1	£45,000	27	Low	Low	Low	
Taxi Card	£125,000	£125,000	5	£750,000	6	High	High	Low	
Supported Bus Services	£100,000	£100,000	5	£600,000	9	High	High	Low	
Reserve List									
Wayfinding Full Scheme	£367,000	£35,000	10	£717,000	30	High	High	Low	
CP Torry Battery	£180,000	£3,000	5	£195,000	40	High	High	Low	
CP Council Parks Paths	£60,000	£5,000	10	£110,000	40	High	High	Low	
Rejected List of Schemes									
Go Mountain Bike	£10,000	£10,000	1	£10,000	40	Low	Low	Low	
Maintenance of Waiting Restrictions	£50,000	£50,000	1	£50,000	64	Medium	Medium	Medium	

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Various small scale traffic management and development associated proposals (New Works)
REPORT NUMBER:	EPI/14/023

1. PURPOSE OF REPORT

This report is to advise Committee of the need for various small scale traffic management measures identified by officers, residents, local members, emergency services, etc and verified as necessary through surveys by officers. It also brings forward proposals associated with new developments as part of the development management process. In addition to these measures, this report also includes proposals for individual parking spaces for Blue Badge holders which now require to be progressed through the normal legal process for the required Traffic Regulation Order.

2. RECOMMENDATION(S)

That the Committee:

1. Approve the proposals in principle
2. Instruct the appropriate officers to commence the necessary legal procedures of preliminary statutory consultation for the traffic regulation orders required as described in this report. If no significant objections are received, then progress with the public advertisement and report the results to a future meeting of this Committee.
3. Instruct the appropriate officers to commence the combined statutory consultation for the traffic regulation order for the list of Blue Badge parking spaces and report back to a future meeting of this Committee.

3. FINANCIAL IMPLICATIONS

The current Five Year Business Plan has identified savings from the Road Safety and Traffic Management budget. There has also been a comprehensive review of the Capital Plan which will result in proposals having to await funding for implementation.

Budget	Implementation costs (£)	Maintenance costs (£) after 5 years	Comments
(●) Cycling, Walking, Safer, Streets (Scot Gov grant-funded)	£7315	£4745	If budgets are not currently available locations will be placed on a priority list for when future funding becomes available
(■) Funded by school	Nil	Nil	Maintenance of these works falls to the school
(❖) Developer financed	Nil	£700	Maintenance of these works generally falls to the council maintenance budget when they are on-street restrictions
(➤) Disabled Parking	£200	£100	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 17 traffic management proposals brought forward during the course of routine examination of road safety and traffic flows.

- **The following proposals will be funded from Cycling, Walking, Safer Streets budget**

Polmuir Road / Ferryhill Place

Re-position of 'Residents Only' parking bay and extension of Bus Stop bay.

Concerns have been received from the Public Transport Unit (PTU) that buses are unable to utilise the full length of the bus stop at the north end of Polmuir Road due to there being one 'Pay & Display' bay directly adjacent which is constantly utilised given the parking pressures in the area.

Therefore it is proposed to extend the bus stop bay by 5 metres over the on-street parking bay. In order not to lose precious on-street parking facilities an additional space will be accommodated in close proximity. The location identified is on Ferryhill Place where it is proposed to extend the current 'Residents Only' parking bay by 5 metres to compensate for the loss of the space on Polmuir Road.

A plan of the proposals is shown in Appendix 1 of this report.

Implementation cost - £100

Estimated maintenance cost - £100 every 5 years

Ward - Torry / Ferryhill

Elected Members: Allan / Dickson / Donnelly / Kiddie

Walker Road / Grampian Place

Revocation of existing 'At any time' waiting restrictions

Following the closure of Craiginches Prison, residents of the neighbouring streets have requested that specific lengths of 'At any time' waiting restrictions, which were implemented as a requirement for when the prison was in operation, be removed to allow for additional on-street parking.

It is proposed to revoke specific lengths of restrictions on both Walker Road and Grampian Place.

A plan of the proposals is shown in Appendix 2 of this report.

Removal cost - £1500

Estimated maintenance cost - £ N/A

Ward - Torry / Ferryhill

Elected Members: Allan / Dickson / Donnelly / Kiddie

Frederick Street Car Park

Proposed introduction of 1 hour short stay parking

Given this car park's close proximity to the Aberdeen Health Village a majority of its users are patients attending appointments at the Health Village, the appointments can vary in duration with many of them as short as 30 minutes. This has led to requests for a change in the current charging hours within this short stay car park.

Therefore it is proposed to introduce charges for 1 hour short term parking within Frederick Street Car Park, this would be in-line with the similar situation that occurs in the Denburn Car Park and associated with the Denburn Health Centre.

A plan of the proposals is shown in Appendix 3 of this report.

Implementation cost – minimal staff costs
Estimated maintenance cost – Nil

Ward - George Street / Harbour
Elected Members: May / Jean Morrison / Nathan Morrison

Springfield Avenue / Springfield Road

Proposed 'At any time' waiting restrictions

Officers have received a request to implement 'At Any Time' waiting restrictions at the junction of Springfield Avenue with Springfield Road. Due to parking pressures in the area, vehicles park in close proximity to the junction. This causes drivers turning into Springfield Avenue to drive on the wrong side of the road. There are safety implications with this current arrangement; due to a bend in the road forward visibility is poor for traffic travelling in both directions along Springfield Avenue.

Given the above it is proposed to apply lengths of prohibition of waiting at any time at this junction.

A plan of the proposals is shown in Appendix 4 of this report.

Implementation cost - £300
Estimated maintenance cost - £300 every 5 years

Ward – Hazlehead / Ashley / Queens Cross
Elected members – Corrall / Greig / Stewart / Thomson

Greenfern Avenue

Proposed 'At any time' waiting restrictions

Officers have received a request to install 'At Any Time' waiting restrictions between properties 24 and 26 Greenfern Avenue. Parking on Greenfern Avenue is at a premium and the residents of 26 Greenfern Avenue have had

severe difficulty with access to and from their driveway; there have been a number of collisions as a consequence. An 'H' bar marking was previously implemented across the driveway of property no. 26; this has not resolved the issue and resulted in a prolonged period of abuse. A length of 'At Any Time' waiting restriction is proposed to prevent vehicles from parking on the short section (3 metres) between the driveways of the two properties.

A plan of the proposals is shown in Appendix 5 of this report.

Implementation cost - £40

Estimated maintenance cost - £40 every 5 years

Ward – Kingswells / Sheddocksley / Summerhill

Elected members – Cameron / Delaney / Ironside

Auchinleck Crescent

Proposed 'At any time' waiting restrictions

Concerns have been expressed by residents with regard to vehicles being parked on the north side of Auchinleck Crescent at either side of the access to the residents' car park. This parking occurs on a bend where visibility is poor; the issue is that vehicles exiting the car park do so unable to see oncoming vehicles. The parking is associated with the nearby multi-storey developments and residents have real concerns as to the potential for a collision to occur due to this parking.

Given the above it is proposed to apply lengths of prohibition of waiting at any time at this junction.

A plan of the proposals is shown in Appendix 6 of this report.

Implementation cost - £300

Estimated maintenance cost - £300 every 5 years

Ward – Tillydrone / Seaton / Old Aberdeen

Elected members – Grant / Milne / Noble

Forest Avenue Lane

Proposed 'At any time' and 'No waiting Mon – Fri, 10am to 4pm' restrictions

Concerns have been expressed by residents with regard to vehicles being parked on both sides of the junction of Forbesfield Road and Forest Avenue Lane and within the lane from which residents take access to their garages. The results are that residents have difficulty accessing and exiting their garages, whilst visibility is obscured at the exit of the lane onto Forbesfield Road. The parking is by teaching staff from nearby Albyn School and is limited to school hours.

Given the above it is proposed to apply lengths of prohibition of waiting, both 'at any time', and 'between 10am and 4pm, Monday to Friday'.

A plan of the proposals is shown in Appendix 7 of this report.

Implementation cost - £700
Estimated maintenance cost - £700 every 5 years

Ward – Hazlehead / Ashley / Queens Cross
Elected members – Corrall / Greig / Stewart / Thomson

Thistle Lane

Proposed 'At any time' waiting restrictions

Officers received a request from a local resident to replace the current '8 – 6' waiting restrictions with 'At Any Time' restrictions on Thistle Lane. These measures are required to assist residents with access to garages and off-street car parking areas. Emergency vehicles / delivery vehicles would have difficulty accessing properties, if cars were parked in the lane. Buildings at the junction of Margaret Street and Thistle Lane have also been damaged due to vehicles turning into Thistle Lane trying to pass parked cars. A car parking survey was undertaken during the evening, it was found that four cars were parked blocking through access for larger vehicles.

'At Any Time' waiting restrictions are also proposed on Thistle Street at its junction with Thistle Lane. Cars currently park close to the junction with Thistle lane which can cause problems with visibility when turning from Thistle Lane onto Thistle Street.

A plan of the proposals is shown in Appendix 8 of this report.

Implementation cost - £1300
Estimated maintenance cost - £1300 every 5 years

Ward – Midstocket / Rosemount
Elected members – Forsyth / Laing / Cormie

Stronsay Drive

Proposed 'At any time' waiting restrictions

Officers have received a number of complaints from local Councillors and constituents who travel along Stronsay Drive; regarding vehicles parking adjacent to the build out opposite Fernielea Crescent causing visibility issues for other road users. It is therefore proposed to implement "At any time" waiting restrictions on Stronsay Drive and Fernielea Crescent to resolve the issue. It is anticipated that parents of children at Fernielea Primary School will park in the slip road opposite the school while visitors to Summerhill Parish Church will park in Fernielea Crescent outwith the new restrictions. Following implementation of these measures it is proposed to reassess the site. If further measures are required these shall be included in a future report to committee. Police Scotland have been involved with this issue and support the recommendations.

A plan of the proposals is shown in Appendix 9 of this report.

Implementation cost - £1200
Estimated maintenance cost - £1200 every 5 years

Ward – Hazlehead / Ashley / Queens Cross
Elected members – Corral / Greig / Stewart / Thomson

Carnegie Crescent / Anderson Drive

Proposed 'At any time' waiting restrictions.

Reports have most recently been received from residents via Councillor Greig and Councillor Thomson that vehicles are being parked indiscriminately on the junction of Carnegie Crescent and the Anderson Drive slip road, and in doing so, are causing an obstruction and obscuring visibility. These reports come further to reports received via Councillor Stewart regarding the same issue.

Subsequent to the original reports having been received, officers observed that the problem of indiscriminate parking at this location had subsided, so proposals for the implementation of formal waiting restrictions were not progressed at that time. Following recent reports, it is evident that this problem has returned, so it is proposed to introduce junction protection in the form of "At any time" waiting restrictions at this junction.

A plan of the proposals is shown in Appendix 10 of this report.

Implementation cost - £125
Estimated maintenance cost - £125 every 5 years

Ward - Hazlehead / Ashley / Queens Cross
Elected Members - Corral / Greig / Stewart / Thomson

A944, between Kingswells and Westhill

Proposed reduction of speed limit from 50mph to 40mph and introduction of shared cycleway / footway.

As a result of the new signalised junction replacing the existing roundabout on the A944, Aberdeen to Alford road at Westhill, it is considered that a new reduced speed limit of 40mph be introduced to replace the existing 50mph limit within the vicinity of the junction for road safety reasons.

Due to the proposed further development along this corridor as well as the AWPR interchange, it is proposed that this opportunity is taken to reduce the speed limit to 40mph on the section of road between the roundabout at Westhill and the new 40mph speed limit at the Ardene House Veterinary Hospital. Reducing the speed limit to 40mph will decrease the number of changes along this section of road, therefore causing less confusion for motorists.

The proposed 40mph speed limit will compliment the existing speed limits within the Aberdeenshire road network and has been discussed in detail with officers from the neighbouring authority.

A new shared cycleway / footway link on the A944 and B9119 into the new development has also been agreed. The sections on the B9119 and A944 within the boundary of Aberdeen City Council will be included within the Traffic Regulation Order. This will tie into the section on the A944 within Aberdeenshire Council's jurisdiction, which will be included within their Traffic Regulation Order.

A plan of the proposals is shown in Appendix 11 and 12 of this report.

Implementation cost - £600

Estimated maintenance cost - £150 every 5 years

Wards – Kingswells / Sheddocksley / Summerhill
Lower Deeside

Elected members – Cameron / Delaney / Ironside
Boulton / Malik / Malone

Rosemount Place

Proposed 'No Loading 07:30 to 09:30 and 15:30 to 18:30' restrictions

Officers received a request from a local resident in regard to vehicles parking on the existing 'At Any Time' waiting restrictions at the junction of View Terrace and Rosemount Place. Vehicles parked at this location are both obscuring visibility for vehicles exiting View Terrace onto Rosemount Place and restricting vehicles movements along Rosemount Place. The rogue parking can be split into two categories: commuters stopping briefly to utilise the local convenience stores and fast food outlets and large delivery vehicles parking for extended periods to deliver supplies to the local businesses. As rogue parking by the delivery vehicles is a major factor in the issues highlighted, it is proposed to restrict deliveries to times out-with peak periods to alleviate some of the problems. It is therefore proposed to introduce 'No Loading 07:30 to 09:30 and 15:30 to 18:30' restrictions on both View Terrace and a section of Rosemount Place between Short Loanings and Richmond Street. This is to ensure the parking issue is not merely shifted from one location to another.

Plans of the proposals are shown in Appendix 13 of this report.

Implementation cost - £700

Estimated maintenance cost - £350 every 5 years

Ward – Midstocket / Rosemount

Elected members – Forsyth / Laing / Cormie

North Deeside Road, Cults

Proposed 'At any time' waiting restrictions and relocation of on-street parking

A new Community Outreach Centre recently opened at the site of the former Cults East Parish Church. In the lead up its opening there has been ongoing

dialogue between representatives for the Outreach Centre and both Councillor Malone, and Councillor Boulton, with regard to on-street parking within the vicinity of the centre. As a result, representatives for the Outreach Centre enquired as to the possibility of relocating existing on-street parking on the south side of the North Deeside Road to the north side. The rationale for the suggestion was the majority of on-street parking at this location is associated with the Outreach Centre and the relocation would therefore allow drivers and passengers, particularly those of limited mobility/disabled, direct access to the northern footway without having to cross the busy North Deeside Road. On considering this suggestion, it was found on-street parking capacity for the same number of vehicles as currently accommodated on the south side could be created on the north side. It is therefore proposed to promote a new length of prohibition of waiting at any time on the south side and revoke existing lengths on the north side.

Of note, is a certain length of the existing waiting restriction on the north side was introduced by way of a temporary order in 2013. At this point vehicles were able to park on both sides of the road and as a result it was often the case only a single file of traffic could pass thereby leading to delay and congestion for vehicles on this route. The aforementioned being particularly relevant when considering the numerous larger vehicles such as buses and HGVs that use this route. This proposal would therefore establish permanently a Traffic Order that prevents general on-street parking on both sides of the North Deeside Road at this location.

A plan of the proposal is shown in Appendix 14.

Implementation cost - £450

Estimated maintenance cost – £180 every five years (albeit, not an additional burden as this proposal is relocating an existing length of 'double yellow' lines)

Ward – Lower Deeside

Elected Members - Boulton, Malone, Tauqeer Malik

▪ **The following proposal will be funded by the school**

Cults Primary School

Proposed regulatory traffic management restrictions

There have been on-going concerns expressed with regard to parking on the perimeter road serving Cults Primary School and Nursery. In an effort to mitigate these issues in the past the School has installed measures such as 'double yellow' lines and a parking place for buses; while also providing dedicated disabled parking places. There is also an established one-way system in operation on the road. However, the road is privately maintained by the School and as a result a Traffic Regulation Order was never promoted that would allow these existing restrictions to be enforced. As a result, it is now proposed to promote a Traffic Regulation Order that would allow these restrictions to be enforced. Albeit, the opportunity has been taken to review

the perimeter road and it is therefore proposed to both modify existing restrictions and introduce new measures that include a School Keep Clear, a dedicated parking place for taxis, a length of prohibition of waiting at any time that will function as a drop off/pick up point for cars and buses, and additional disabled parking places.

A plan of the proposals is shown in Appendix 15.

The school will meet the approximate £1500 cost of installing these measures and also maintain the signs and road markings in future years.

Ward – Lower Deeside

Elected Members: Boulton, Malone, Tauqeer Malik

❖ **The following proposals will be funded by the developer / business**

Tarbothill Road, Bridge of Don

Proposed revocation of 'School Keep Clear' waiting restrictions

Following the closure of Balgownie Primary School, 'School Keep Clear' waiting restrictions were left in place for use by a community nursery school. The site is now currently being developed as a residential site. It is therefore proposed to revoke the entire lengths of 'School Keep Clear' waiting restriction on Tarbothill Road.

A plan of the proposals is shown in Appendix 16 of this report.

Removal cost - £ N/A

Estimated maintenance cost - £ N/A

Ward – Bridge of Don

Elected members – Jaffrey / Reynolds / Stuart / Young

Wellington Circle

Proposed 'At any time' waiting restrictions

A developer has requested that 'At Any Time' waiting restrictions be installed around two new accesses to FMC technologies. Vehicles parked in these areas could obstruct vehicle movements and/or impede visibility splays when taking road safety into consideration.

A plan of the proposals is shown in Appendix 17 of this report.

Implementation cost – £ N/A

Estimated maintenance cost – £300 every 5 years

Ward – Kincorth / Nigg / Cove
Elected Members – Cooney / Finlayson / McCaig

Earns Heugh Road

Proposed 'At any time' waiting restrictions

As part of the Construction Consent for the development of a new neighbourhood shop 'At Any Time' waiting restrictions are required. The waiting restrictions proposed are to protect the newly formed access to the shop as well as sections of Earns Heugh Road, Loriston Avenue and Loriston Close from vehicles parking. Vehicles parking in these areas could obstruct visibility and vehicle movements.

A plan of the proposals is shown in Appendix 18 of this report.

Implementation cost – £ N/A
Estimated maintenance cost – £400 every 5 years

Ward – Kincorth / Nigg / Cove
Elected Members – Cooney / Finlayson / McCaig

➤ **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 – 1 space

24 Elmfield Avenue	
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Off-street parking – 1 space

26a Rowan Road	
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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

None

8. REPORT AUTHOR DETAILS

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Michael Cowie
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micowie@aberdeencity.gov.uk
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9. CONSULTEES COMMENTS

Enterprise, Strategic Planning and Infrastructure Committee
Convener: Councillor Barney Crockett – emailed 10 February 2014
Vice Convener: Councillor Angela Taylor – emailed 10 February 2014

Councillors

Councillor Sandy Stuart was consulted on 10 February 2014

Councillor Willie Young was consulted on 10 February 2014

Councillor Muriel Jaffray was consulted on 10 February 2014

Councillor John Reynolds was consulted on 10 February 2014

Councillor David Cameron was consulted on 10 February 2014

Councillor Steve Delaney was consulted on 10 February 2014

Councillor Len Ironside was consulted on 10 February 2014

Councillor Ross Grant was consulted on 10 February 2014

Councillor Ramsay Milne was consulted on 10 February 2014

Councillor Jim Noble was consulted on 10 February 2014

Councillor Bill Cormie was consulted on 10 February 2014

Councillor Fraser Forsyth was consulted on 10 February 2014

Councillor Andrew May was consulted on 10 February 2014

Councillor Jean Morrison was consulted on 10 February 2014

Councillor Nathan Morrison was consulted on 10 February 2014

Councillor Marie Boulton was consulted on 10 February 2014 and commented that for the North Deeside Road, Cults clarification was needed to ensure that there wasn't a reduction on the number of parking spaces outside the Community Outreach Centre. A response was sent on 13 February 2014 which outlined that whilst 5 spaces had been lost when the temporary 'AAT' order was introduced; no further spaces would be lost in either the repositioning of the parking spaces or introduction of the permanent 'AAT' waiting restrictions.

Councillor M Tauqeer Malik was consulted on 10 February 2014

Councillor Aileen Malone was consulted on 10 February 2014

Councillor Jennifer Laing was consulted on 10 February 2014

Councillor Yvonne Allan was consulted on 10 February 2014

Councillor Graham Dickson was consulted on 10 February 2014

Councillor Alan Donnelly was consulted on 10 February 2014

Councillor Callum McCaig was consulted on 10 February 2014

Councillor James Kiddie was consulted on 10 February 2014

Councillor Neil Cooney was consulted on 10 February 2014

Councillor Andrew Finlayson was consulted on 10 February 2014

Councillor Martin Greig was consulted on 10 February 2014

Councillor Jennifer Stewart was consulted on 10 February 2014

Councillor Ross Thomson was consulted on 10 February 2014

Councillor John Corral was consulted on 10 February 2014

Council Officers

Lorna Inglis, Secretary to Head of Finance was consulted on 10 February 2014. Brian Downie, Finance Manager responded on behalf of the service and commented "A944 Kingswells to Westhill – would there not be an initial cost involved in replacing signage?" a response was sent on the 17 February 2014 stating that although the majority of the cost would be covered by the developer, the cost of the repeater signs for the A944 had been overlooked. The cost of these signs is estimated to be around £600 and will be funded from the Cycling, Walking, Safer Streets budget. This cost estimation has been amended in this report.

Jane MacEachran, Head of Legal and Democratic Services, Corporate Governance was consulted on 10 February 2014

Ciaran Monaghan, Head of Service, Office of Chief Executive was consulted on 10 February 2014

Gordon McIntosh, Director of Enterprise, Planning and Infrastructure was consulted on 10 February 2014

Hugh Murdoch, Head of Asset Management and Operations, Enterprise, Planning and Infrastructure was consulted on 10 February 2014

Margaret Bochel, Head of Planning & Sustainable Development, Enterprise, Planning and Infrastructure was consulted on 10 February 2014 and is in agreement on the contents of this report.

Mike Cheyne, General Manager Operations, Enterprise, Planning and Infrastructure was consulted on 10 February 2014 and commented that the 'AAT' waiting restrictions on Stronsay Drive should be extended to cover both sides of the road to prevent displaced vehicles causing issues on the west side of Stronsay Drive. The plan has been amended to reflect this change.

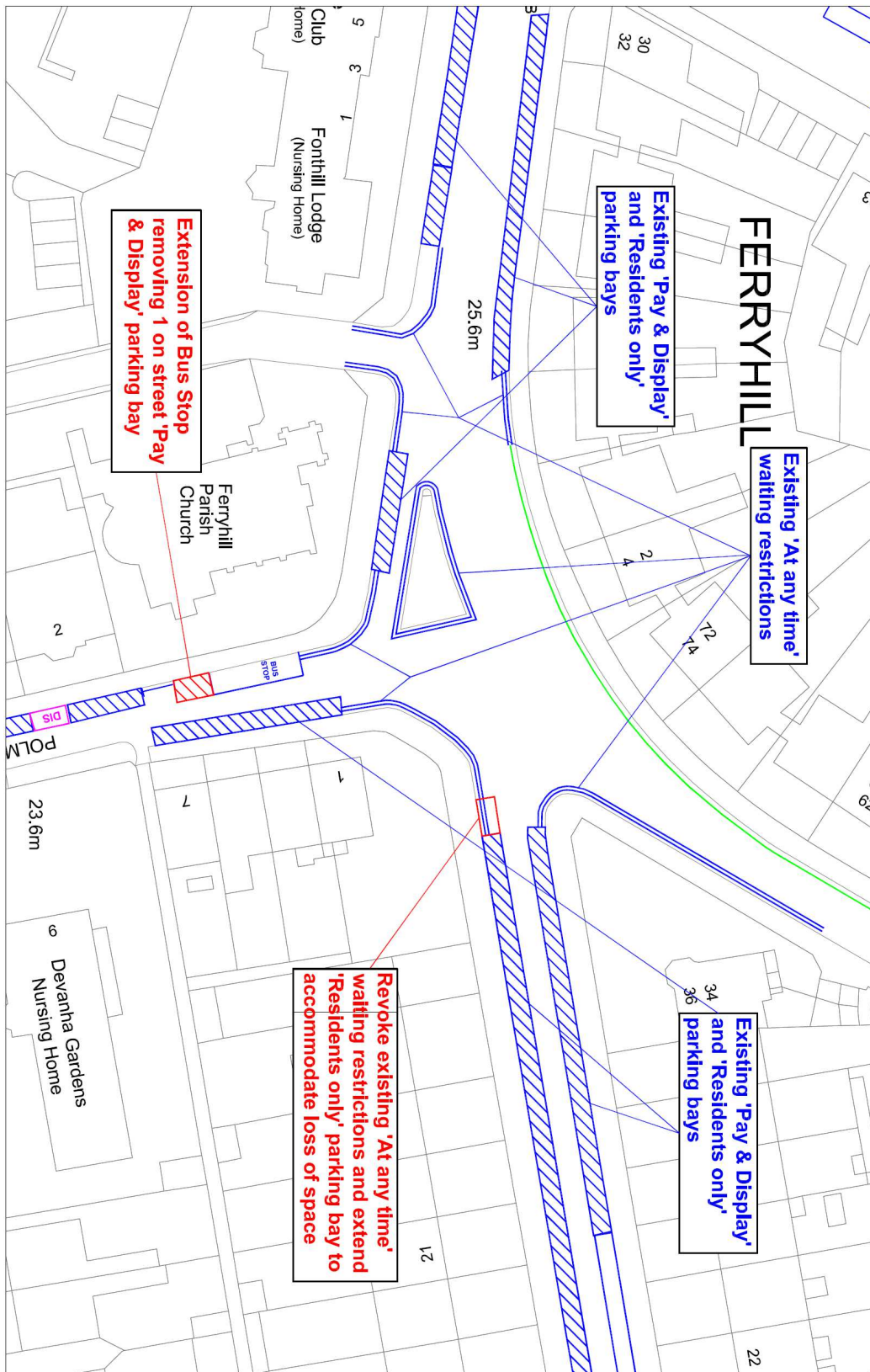
Neil Carnegie, Community Safety Manager, Housing and Environment was consulted on 10 February 2014. A response was received in regard Frederick Street car park; the comment was in relation to parking for council employees and has no impact on the contents of this report.

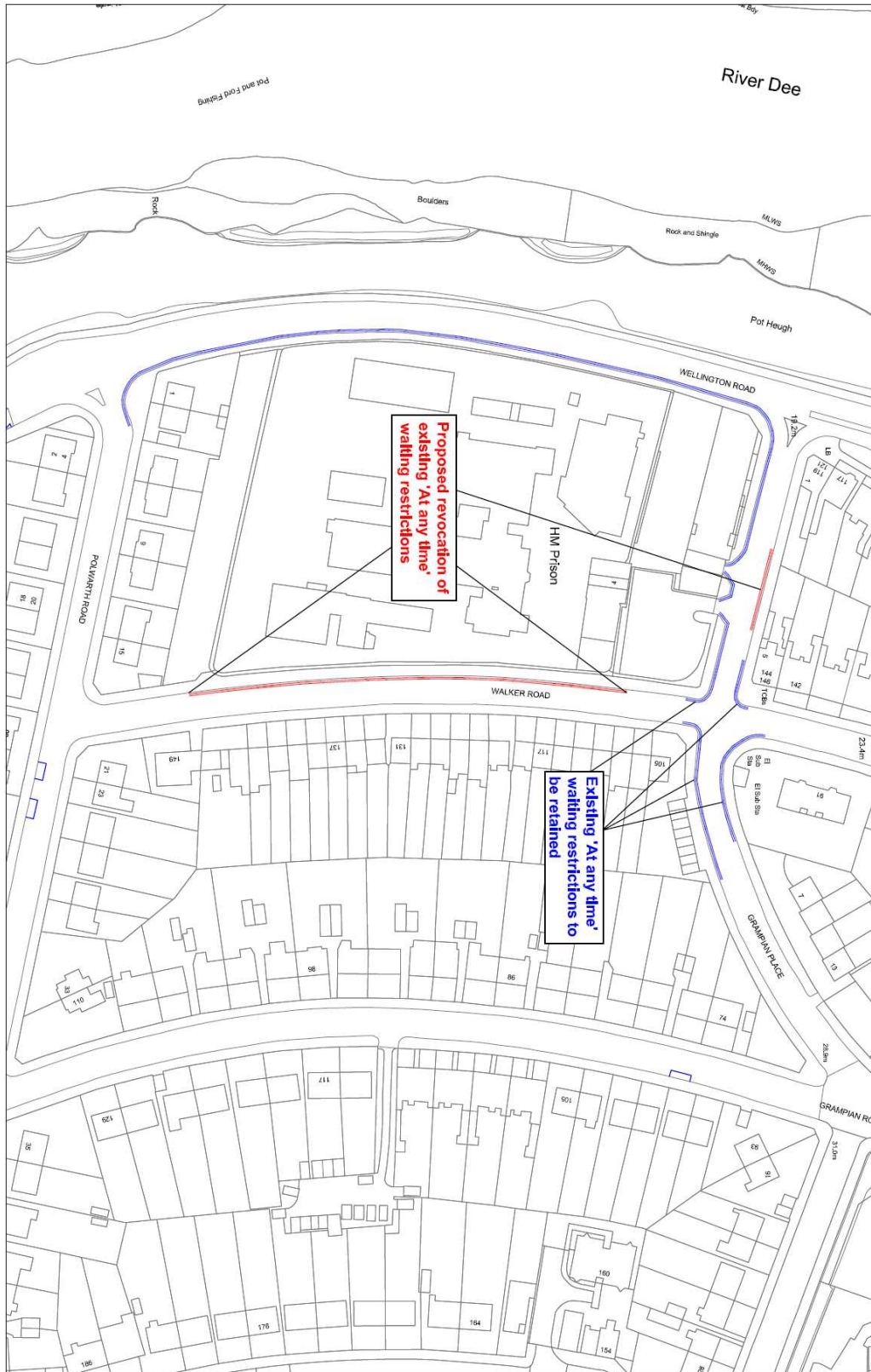
David Young, Account Manager, Corporate Governance was consulted on 10 February 2014

- **The following proposals will be funded from Cycling, Walking, Safer Streets budget**

Appendix 1

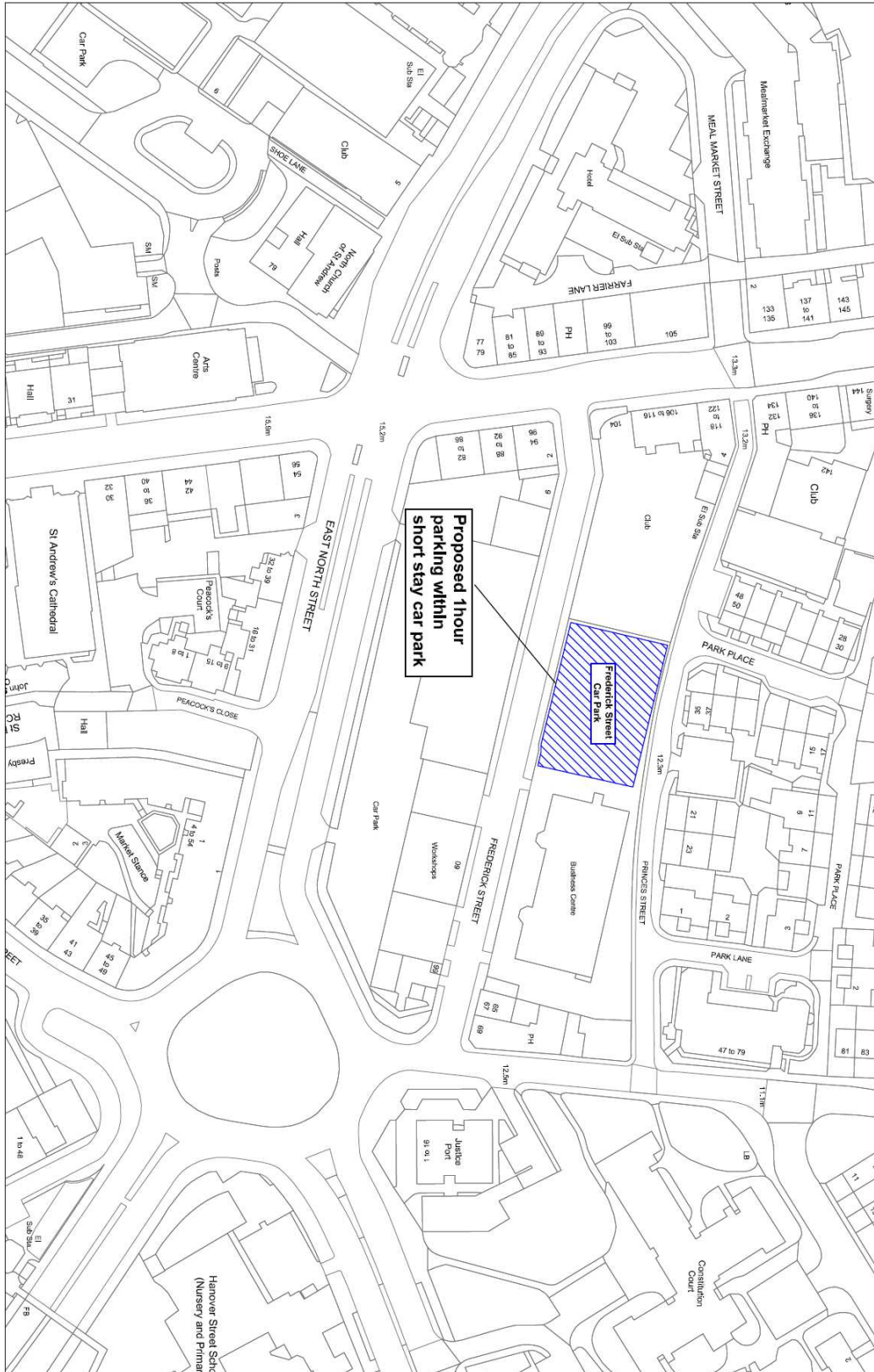
Polmuir Road / Ferryhill Place - Bus Stop Extension & Residents Only Parking Bay Extension

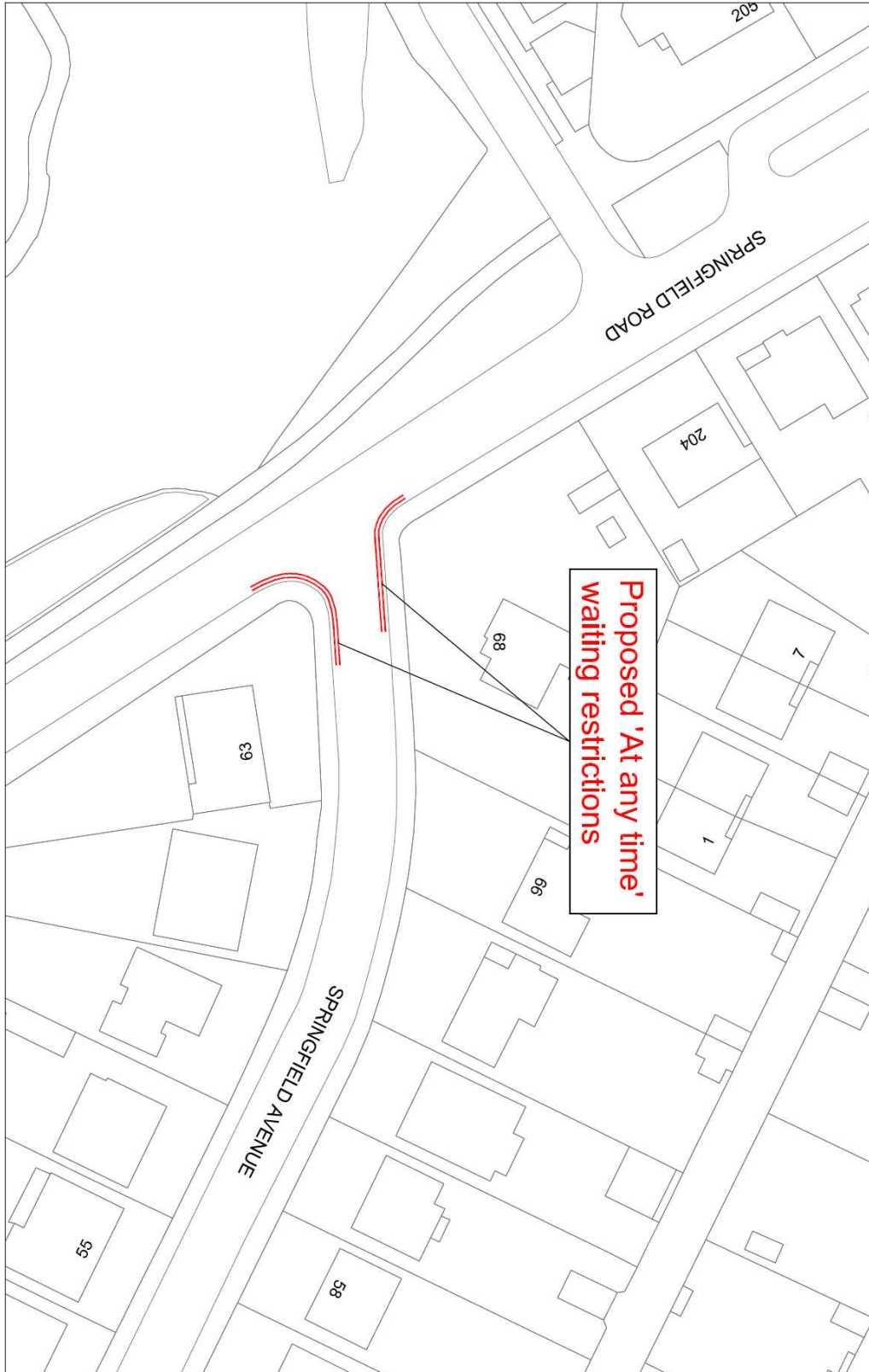




Walker Road - Revocation of existing 'At any time' waiting restrictions

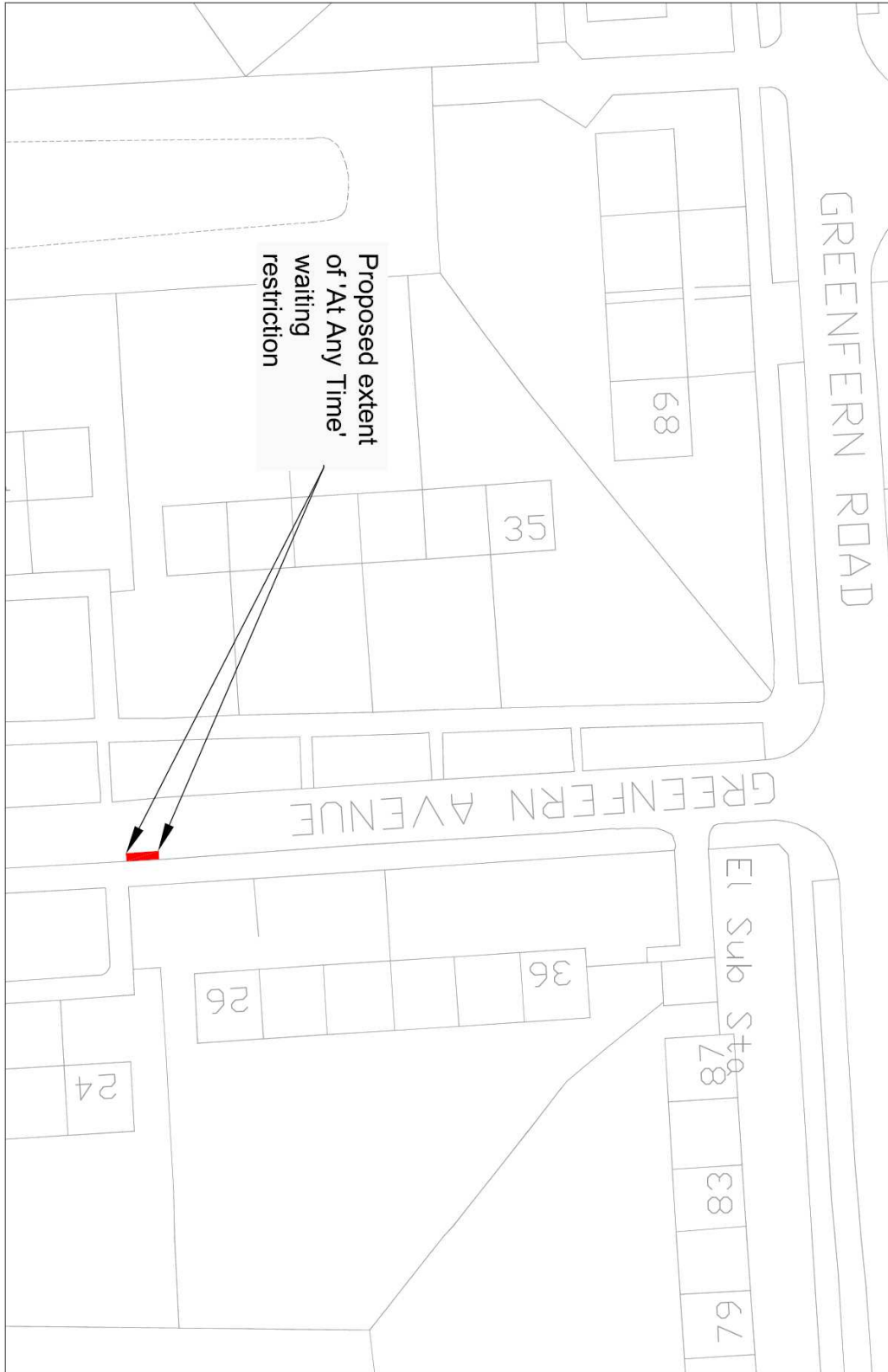
Frederick Street Car Park - Proposed 1 hour parking





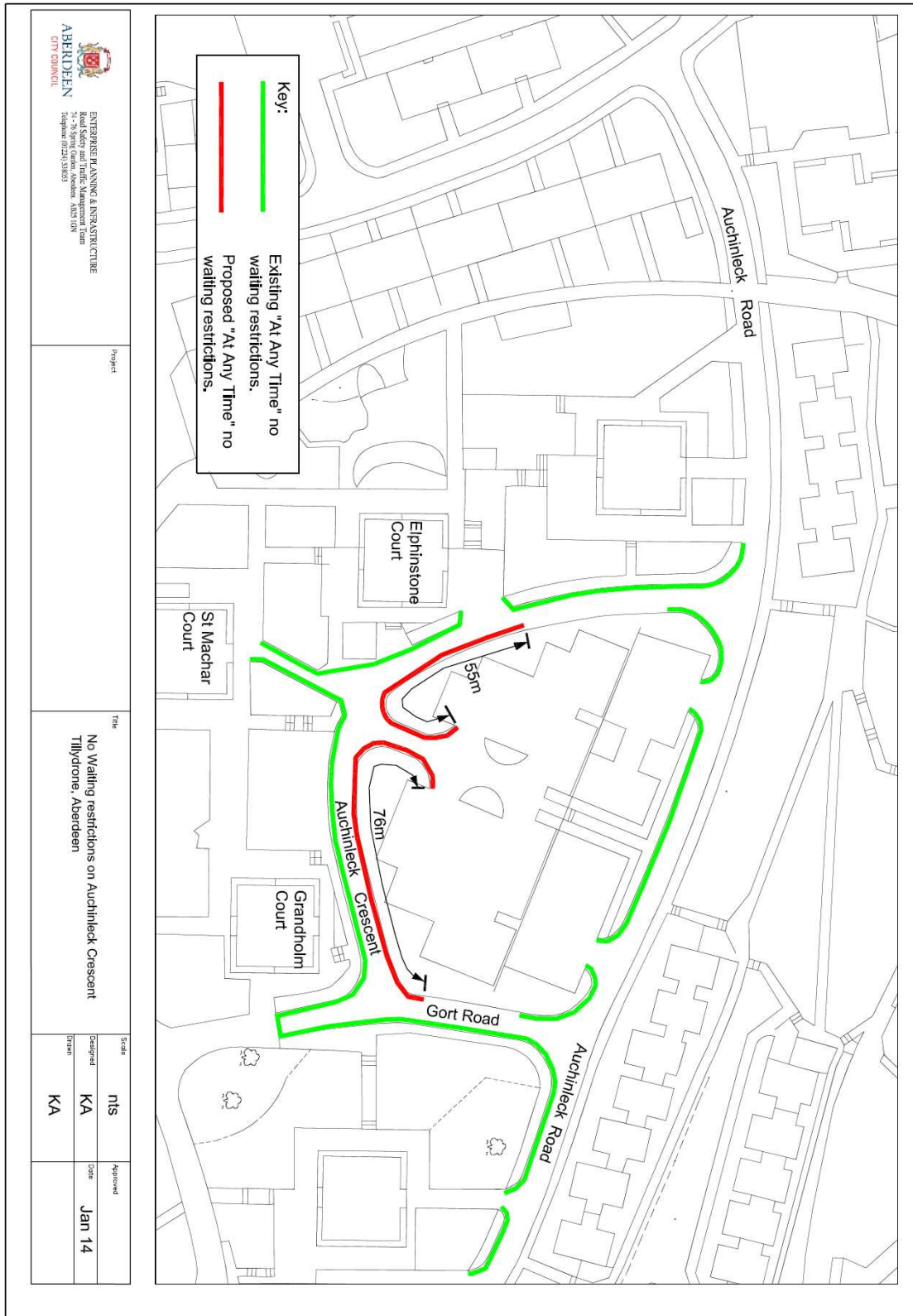
Springfield Avenue - Proposed 'At any time' waiting restrictions

Greenfern Avenue - 'At Any Time' waiting restrictions



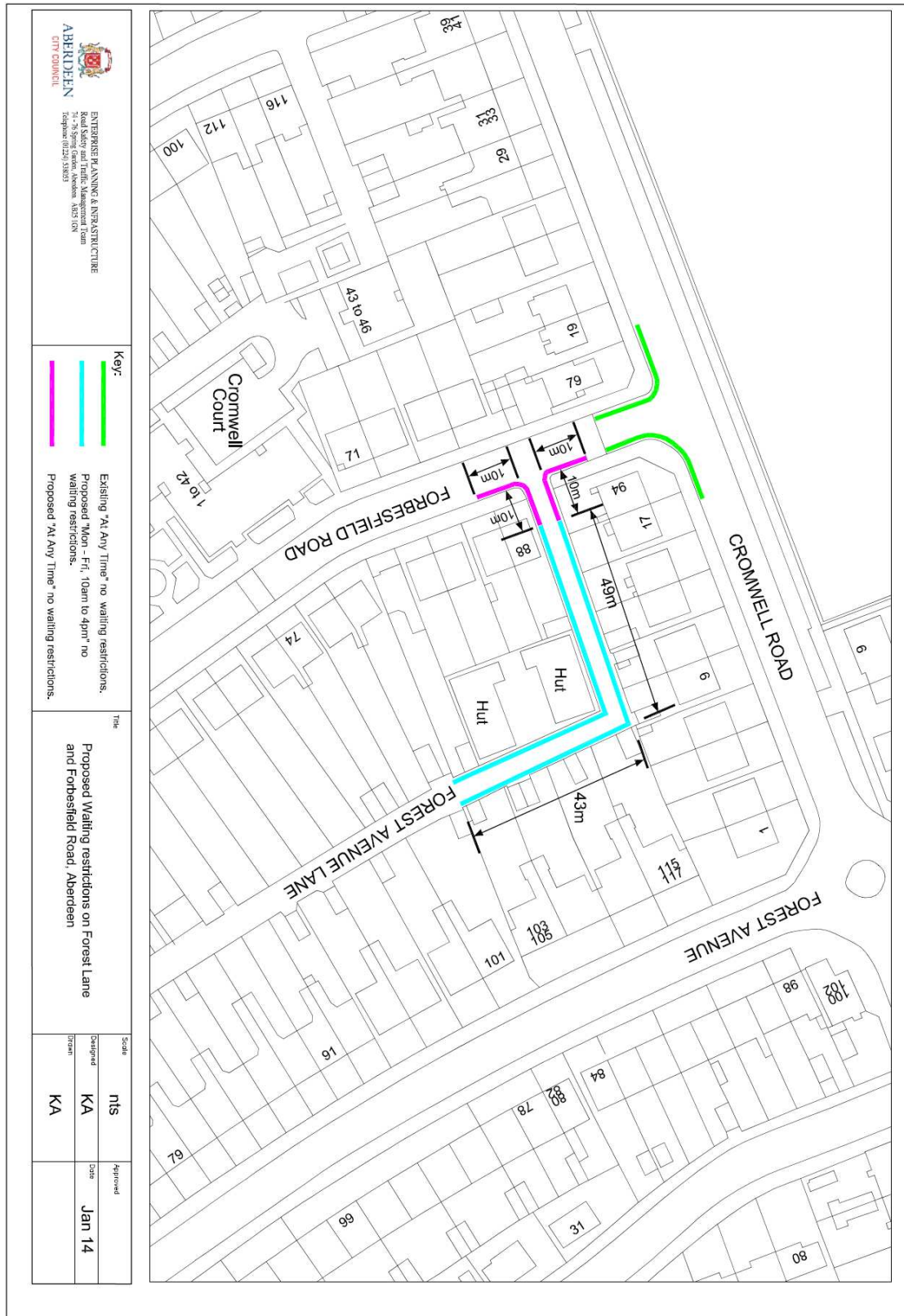
Appendix 6

Auchinleck Crescent

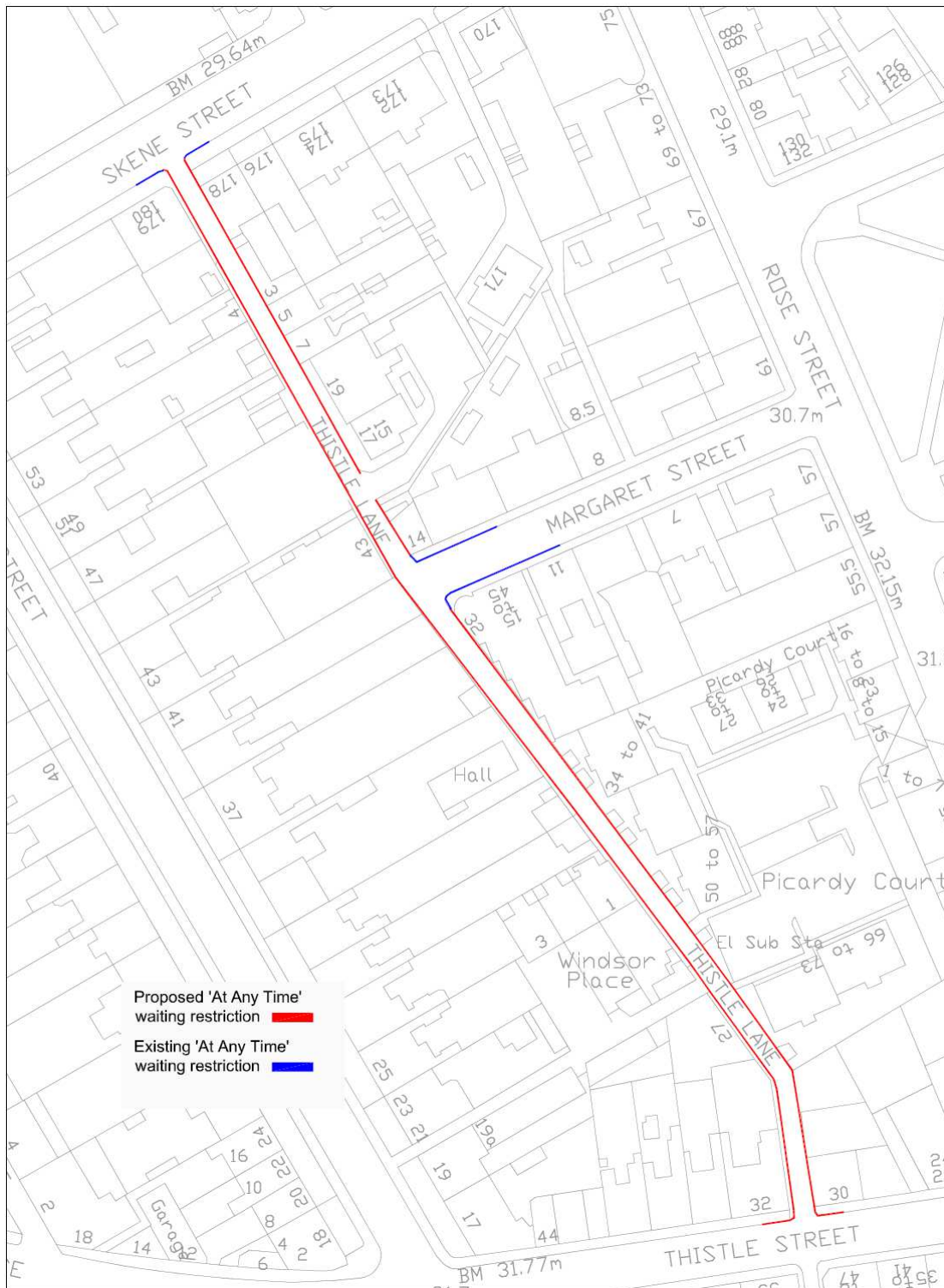


Appendix 7

Forest Avenue Lane / Forbesfield Road

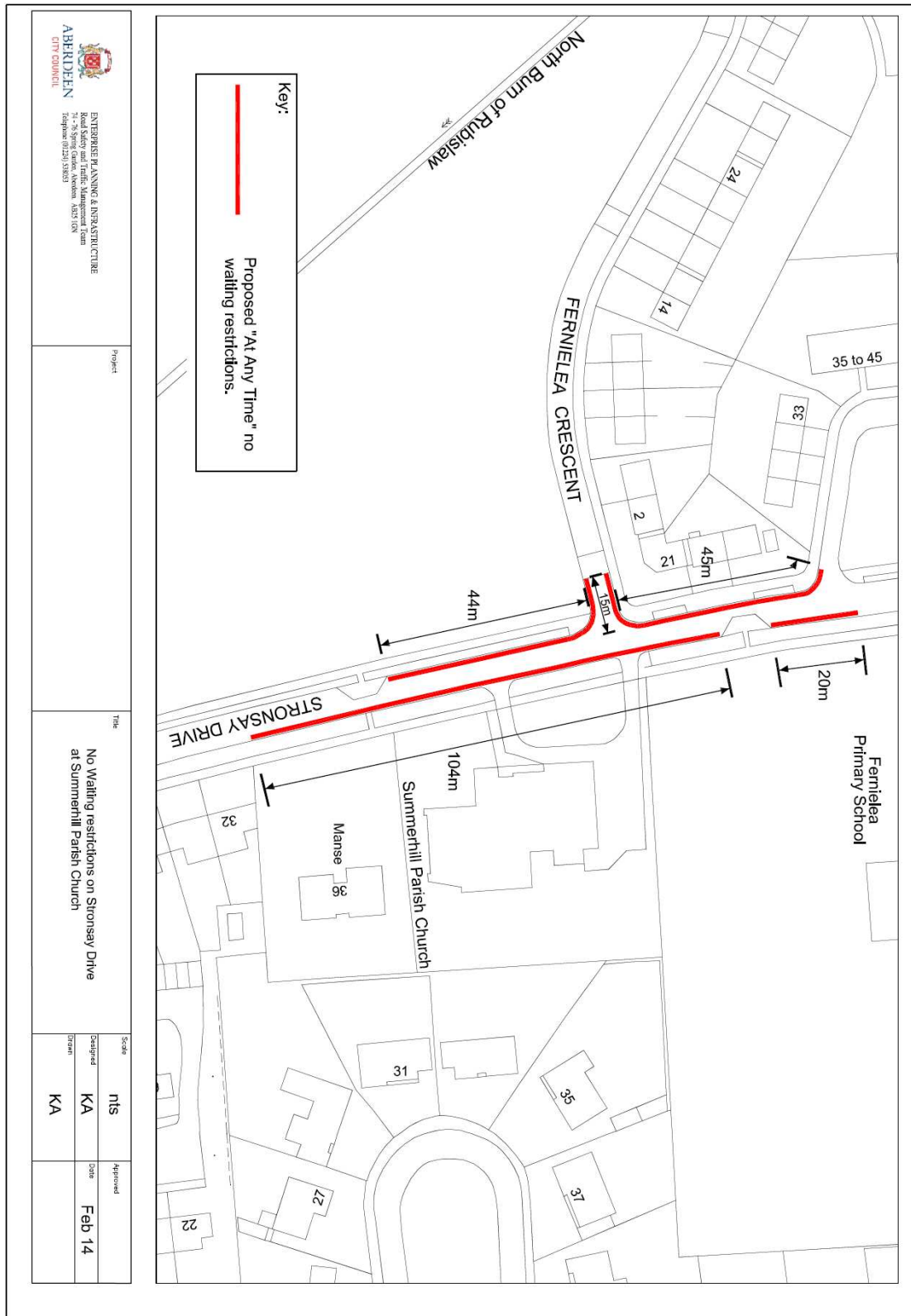


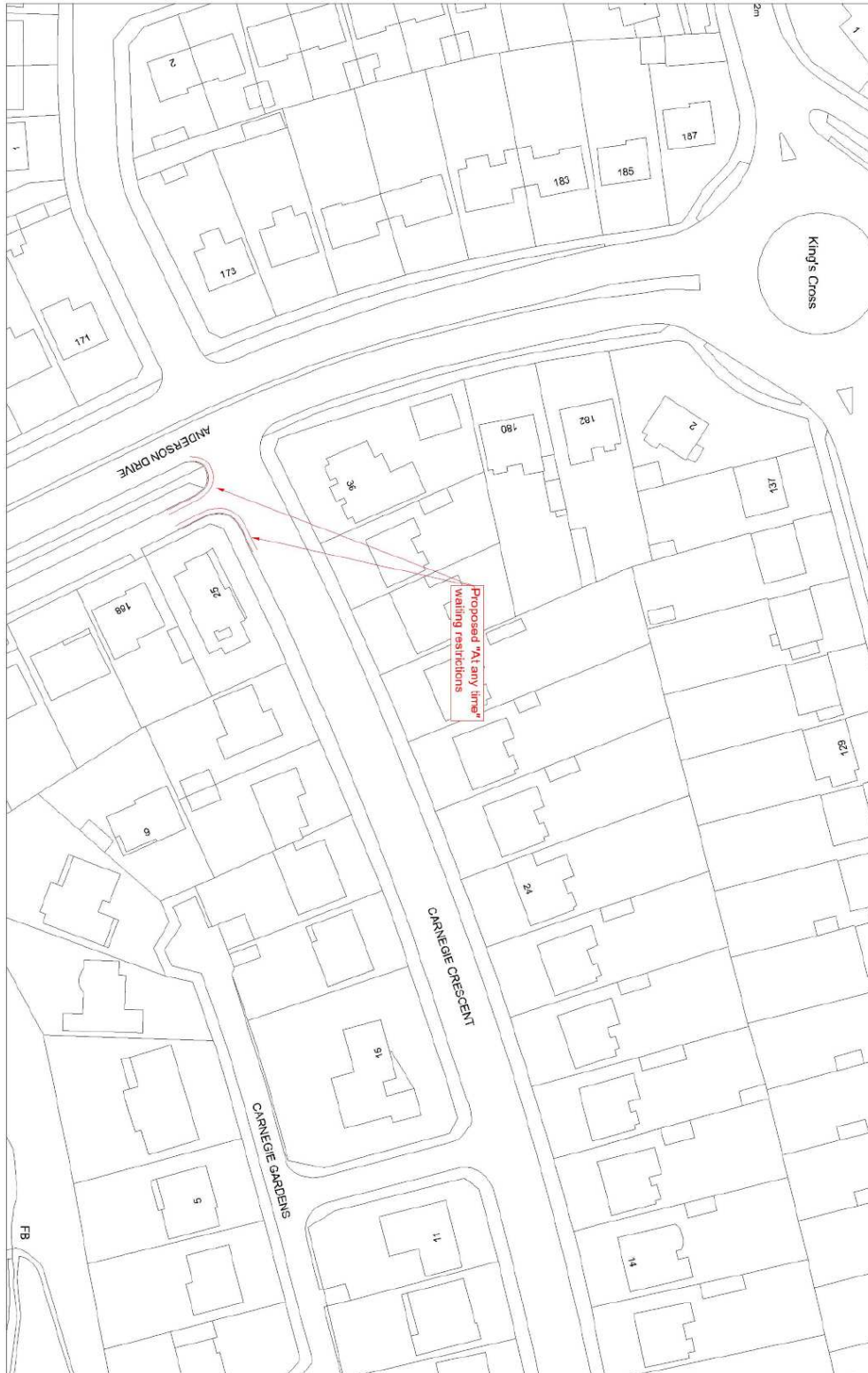
Thistle Lane - 'At Any Time' waiting restrictions



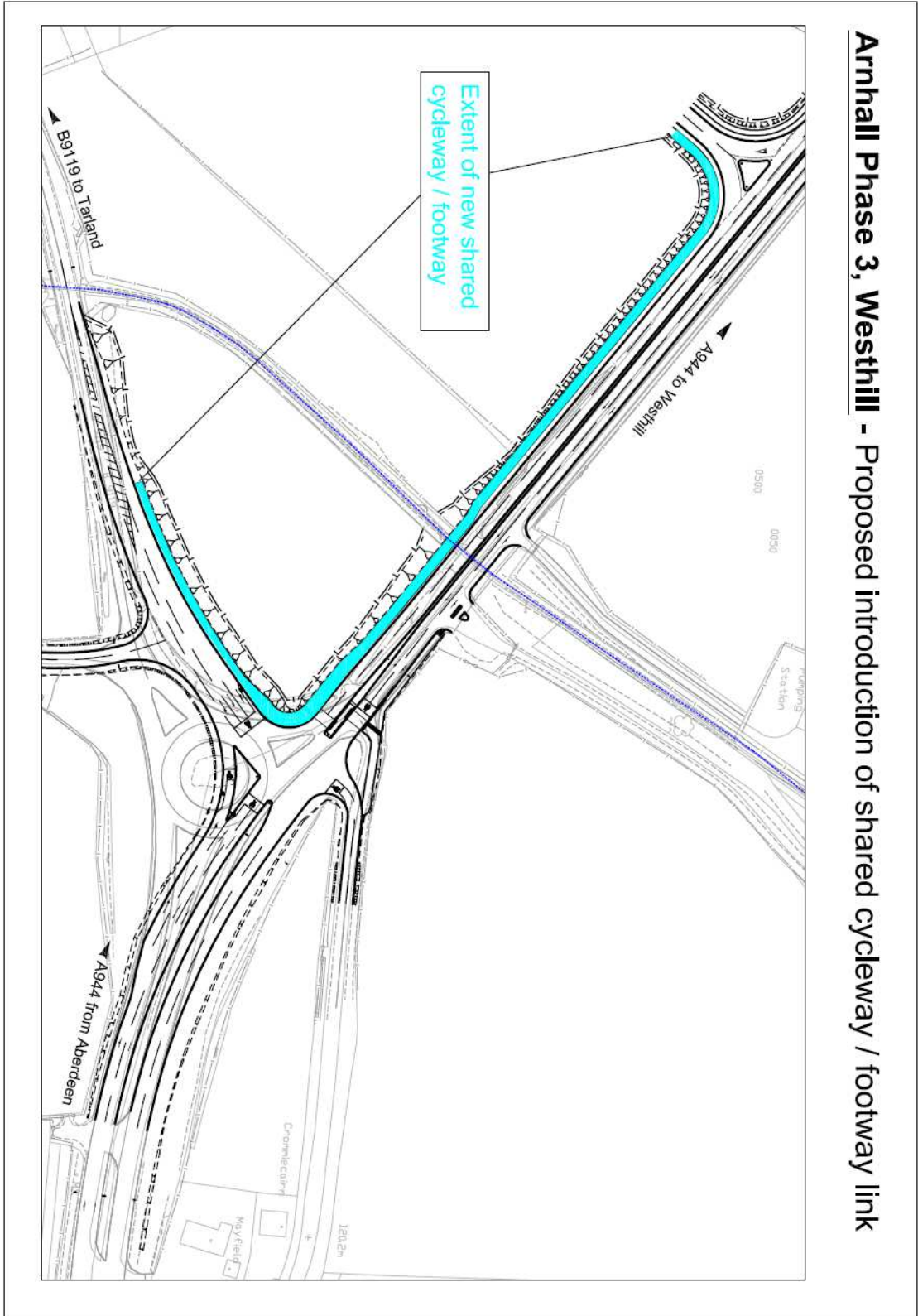
Appendix 9

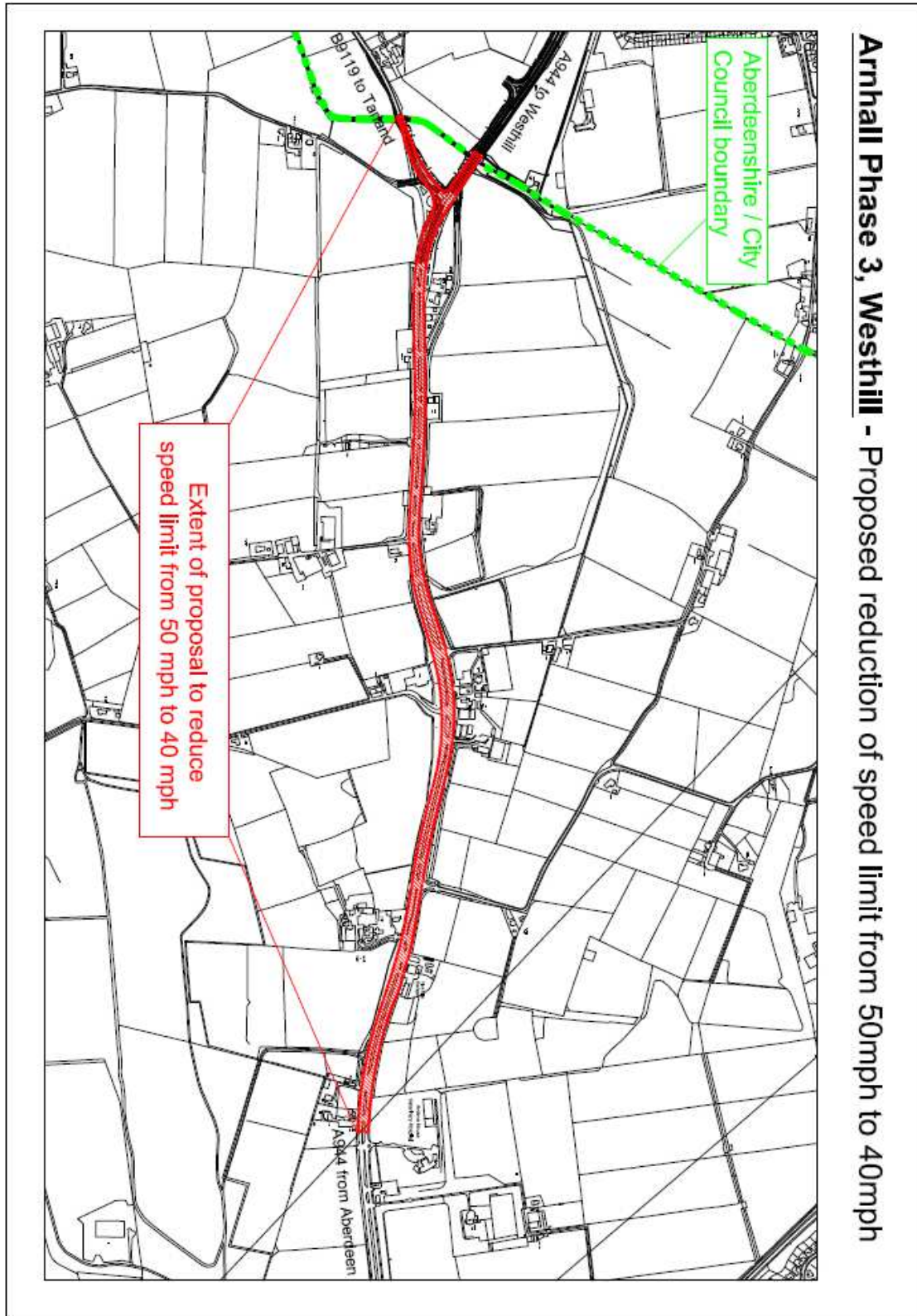
Stronsay Drive



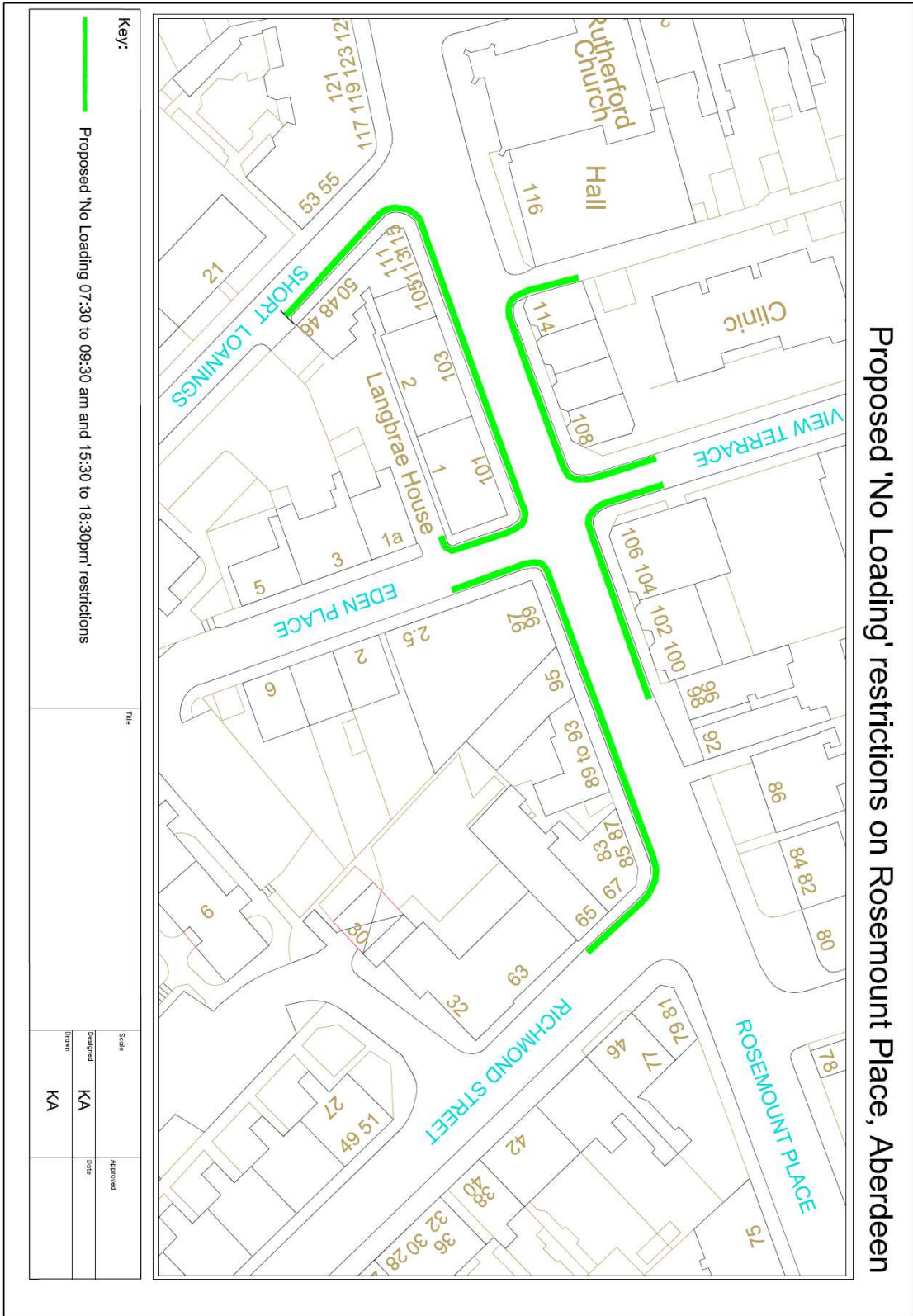


Carnegie Crescent/Anderson Drive - Proposed "At any time" waiting restrictions

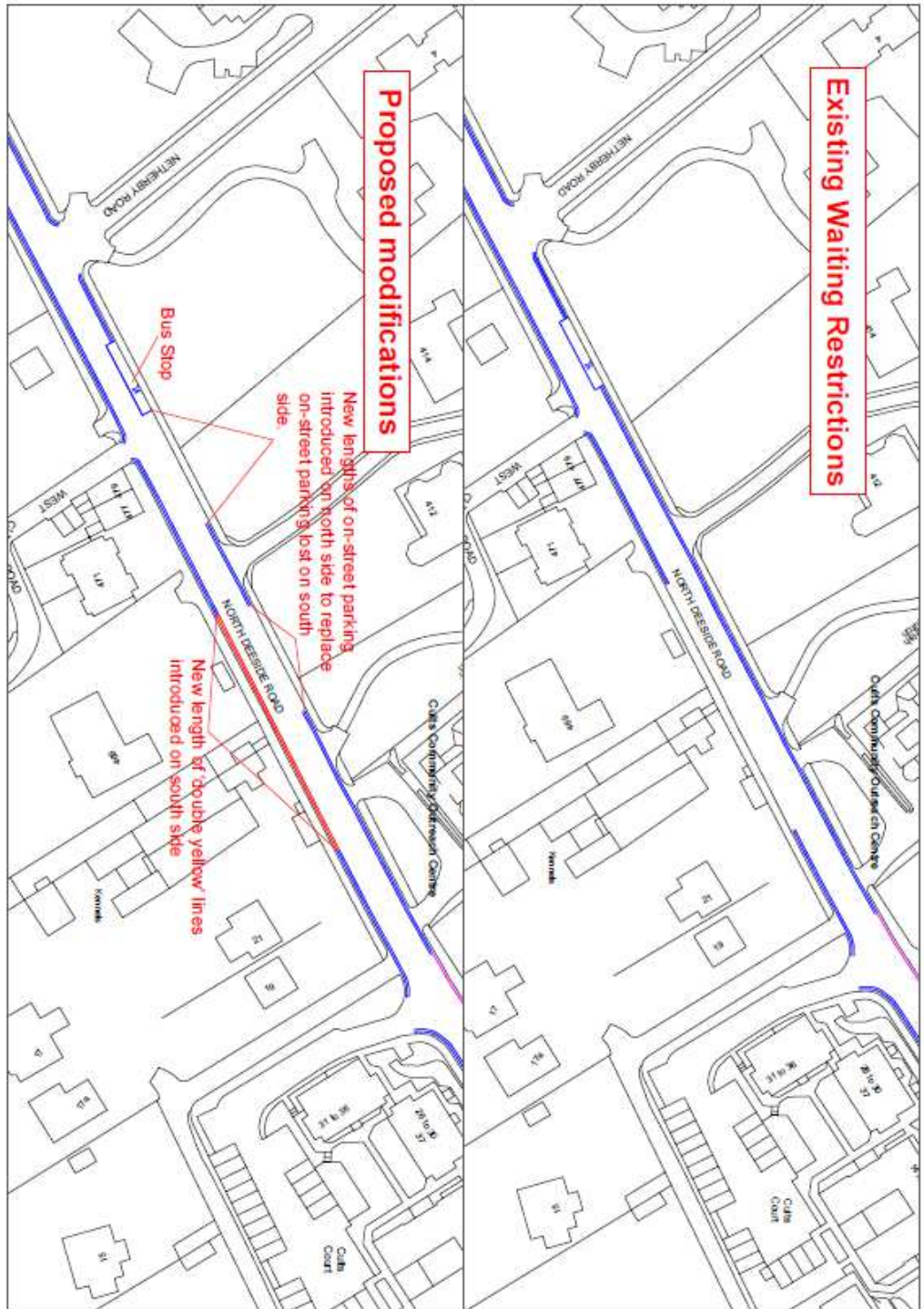




Proposed 'No Loading' restrictions on Rosemount Place, Aberdeen



Key:	Proposed 'No Loading' 07:30 to 09:30 am and 15:30 to 18:30pm restrictions	
Title		
Scale		
Designed by	KA	Approved
Drawn by	KA	Date
KA		

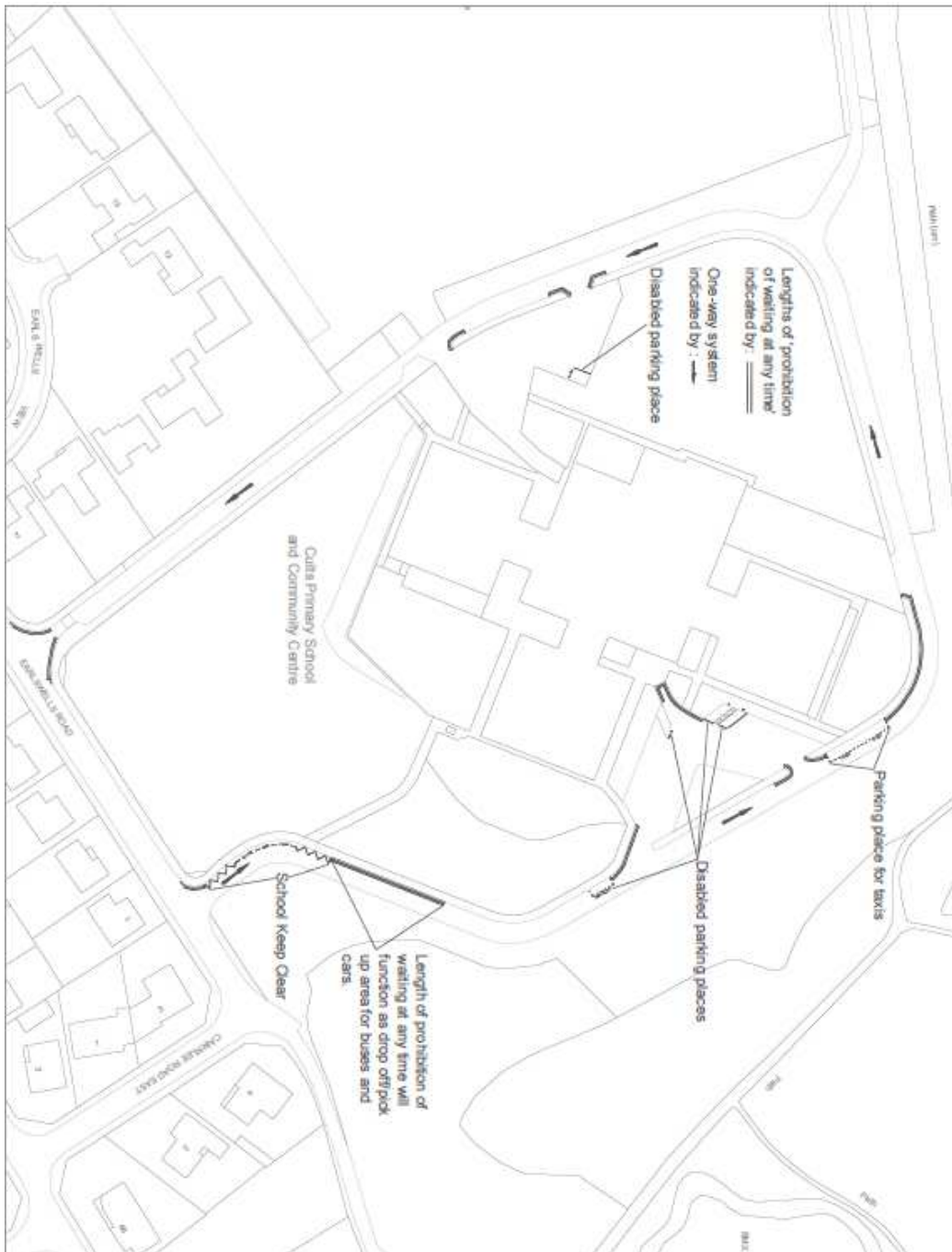


North Deeside Road, Cuths - Proposed modification to parking/waiting restrictions

■ The following proposal will be funded by the school

Appendix 15

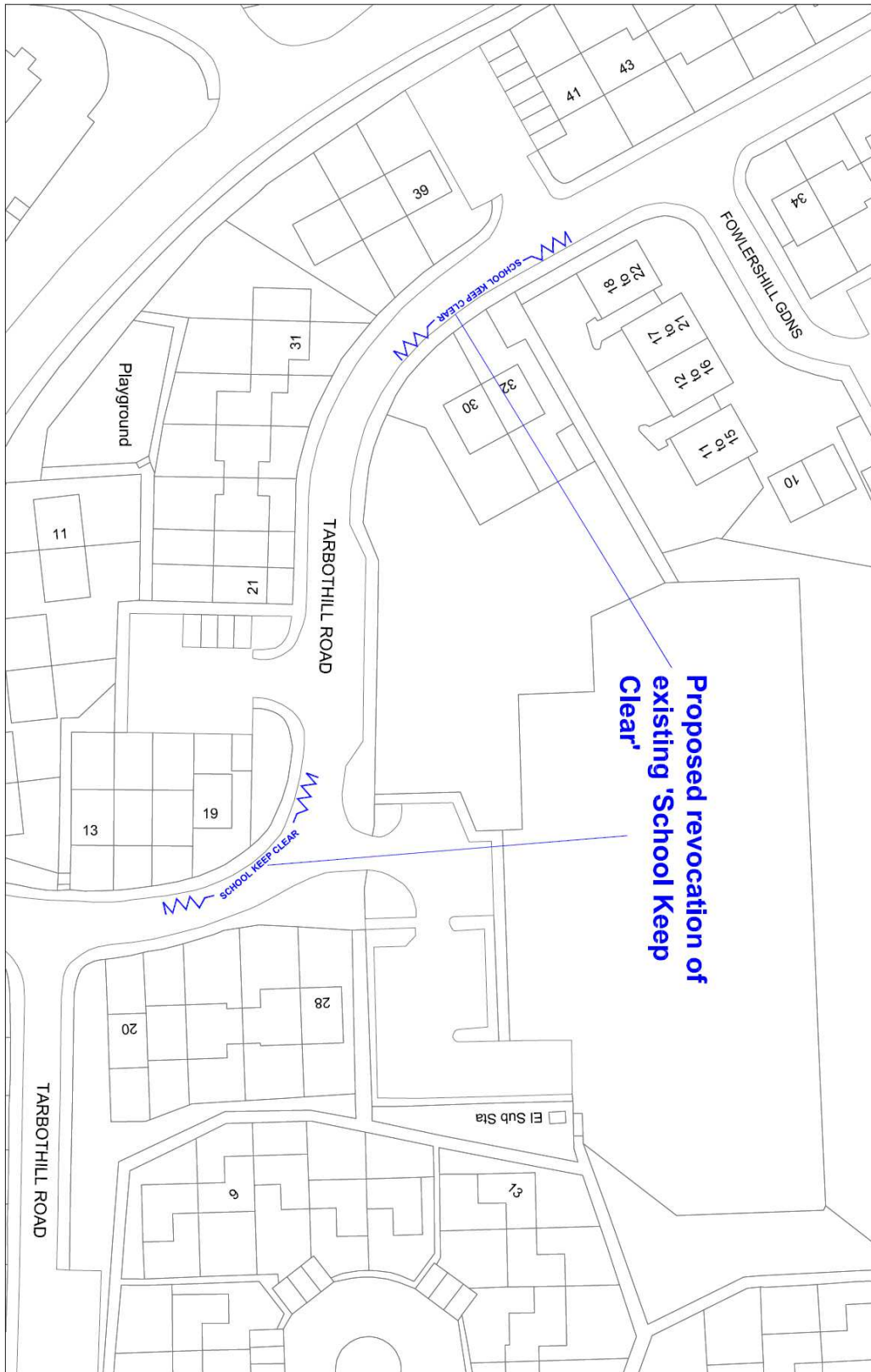
Cults School - Proposed regulatory traffic management restrictions



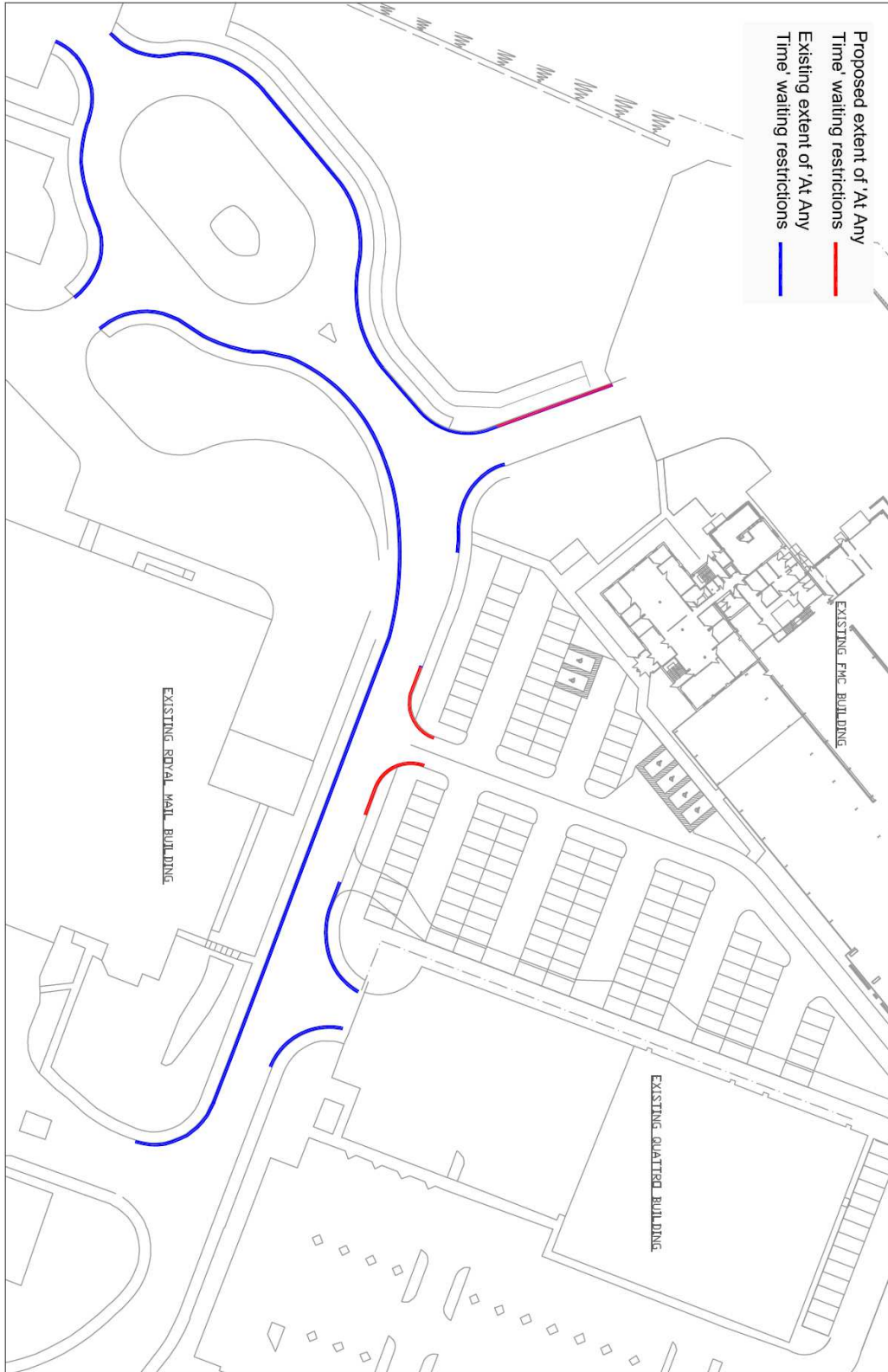
❖ The following proposals will be funded by the developer / business

Appendix 16

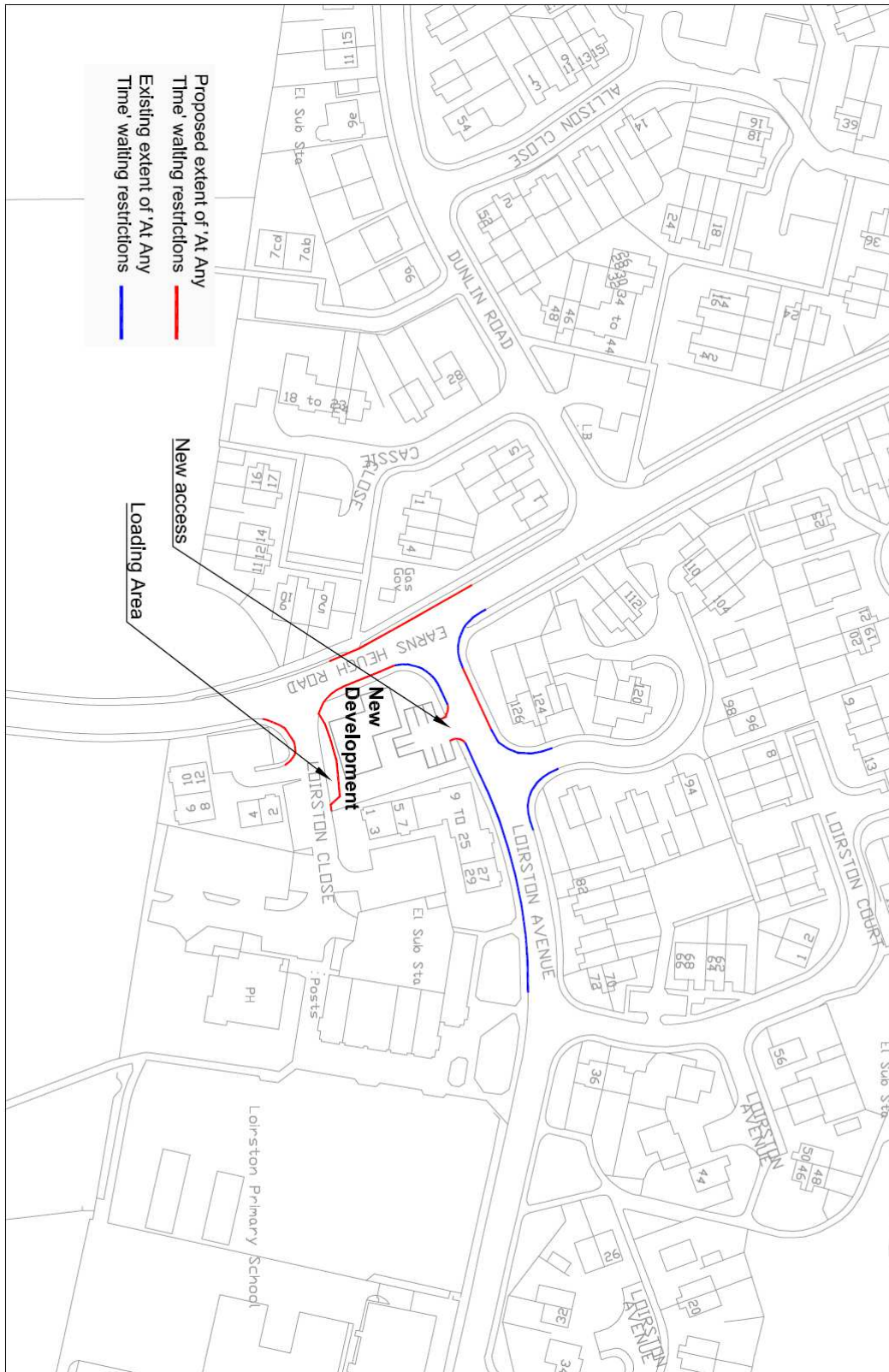
Tarbothill Road - Proposed revocation of 'School Keep Clear'



Wellington Circle - 'At Any Time' waiting restrictions



Earns Heugh Road - 'At Any Time' waiting restrictions



ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Various small scale traffic management and development associated proposals – Initial Statutory Consultation (From January 2014 Committee)
REPORT NUMBER:	EPI/14/027

1. PURPOSE OF REPORT

To advise the Committee of the results of the initial statutory consultation process undertaken following the report titled 'Various, small scale traffic management and development associated proposals (New Works)' dated 21 January 2014.

2. RECOMMENDATION(S)

That the Committee acknowledges the responses received as a result of the initial consultation and thereafter instructs Officers to progress to the public advertisement stage and report the results to a future committee.

3. FINANCIAL IMPLICATIONS

The below proposals will all be funded through the 'Cycling, Walking and Safer Streets' grant funded budget, the exemption is for the installation of 15 'Car Club' parking bays which will be funded through the CARE North (Carbon Responsible Transport for the North Sea Region) budget. Disabled parking bays will be funded through the revenue budget for disabled parking.

4. OTHER IMPLICATIONS

There is a risk, if funding is insufficient, that any approved traffic regulation orders may have to re-enter the legislative process if they are unable to be implemented within the statutory implementation time of 2 years from the start of public consultation.

5. BACKGROUND/MAIN ISSUES

5.1 The initial Statutory Consultation Process gave various parties the opportunity to consider to the development associated and small scale traffic management proposals set out in the report dated 21 January 2014. The various parties consulted appear in Table 1, which is appended to this report. The schemes under consideration during the initial statutory consultation were as follows: -

- **Palmerston Road / Stell Road** – proposed ‘At any time’ waiting restrictions and revocation of existing Saturday 9am-6pm waiting restrictions
- **Kittybrewster Access Road** – proposed revocation of Mon-Fri, 8am-6pm waiting restriction and formation of bus stand
- **Seafield Court** – proposed ‘At any time’ waiting restrictions
- **Margaret Street** – proposed revocation of ‘At any time’ waiting restrictions and replaced with ‘Pay & Display’ parking bays
- **Souterhead Road** – proposed ‘At any time’ waiting restrictions
- **Lewis Road** – proposed ‘At any time’ waiting restrictions

Bridge of Don Library Car Park – proposed ‘Car Club’ parking bay

Grandholm Village – proposed ‘Car Club’ parking bays

Leslie Road – proposed ‘Car Club’ parking bay

Orchard Road – proposed ‘Car Club’ parking bay

Orchard Place – proposed ‘Car Club’ parking bay

Westburn Road – proposed ‘Car Club’ parking bays

Thomson Street – proposed ‘Car Club’ parking bays

Constitution Street – proposed ‘Car Club’ parking bays

Abergeldie Road – proposed ‘Car Club’ parking bay

Deemount Road – proposed ‘Car Club’ parking bay

Dunmail Avenue – proposed 'Car Club' parking bay

- *Funded through the Cycling, Walking & Safer Streets Grant*

5.2 Also within this consultation were the proposed 2 on-street and 7 off-street disabled parking bays at various locations to be provided through the Disabled Persons Parking Places (Scotland) Act 2009. These proposals will be funded through the revenue budget for disabled parking.

5.3 It is recommended this Committee acknowledges the responses received as a result of the Statutory Consultation and thereafter instructs officers to progress to the public advertisement stage and report the results to a future committee.

6. IMPACT

This report meets with the local Community Plan objectives to continually improve road safety and maximise accessibility for pedestrians and all modes of transport.

These proposals are in line with the Councils Transportation Strategy to improve safety for all road users by continuing to reduce the number of casualties in traffic collisions.

These proposals will be of interest to the residents/proprietors on the affected streets, and also possibly commuters who utilise any of these streets.

7. BACKGROUND PAPERS

'Various, small scale traffic management and development associated proposals (New Works)', Enterprise, Planning & Infrastructure Committee, 21 January 2014.

<http://committees.aberdeencity.gov.uk/documents/g2898/Public%20reports%20pack%2021st-Jan-2014%2014.00%20Enterprise%20Strategic%20Planning%20and%20Infrastructure%20Committe.pdf?T=10>

8. REPORT AUTHOR DETAILS

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Technical Officer
Traffic Management Team
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Table 1

Initial Statutory Consultation

Development Associated Traffic Regulation Orders & Small Scale Traffic Management Schemes (schemes originally outlined in report to Enterprise, Strategic Planning & Infrastructure Committee, 21 January 2014)

<u>Consultee</u>	<u>Response</u>
Police Scotland	replied with no objection
Freight Transport Association	Consulted 7-Feb-2014
Scottish Ambulance Service	Consulted 7-Feb-2014
Stagecoach Bluebird	Consulted 7-Feb-2014
Public Transport Unit	Consulted 7-Feb-2014
The Access Panel	Consulted 7-Feb-2014
Grampian Fire & Rescue Service	Consulted 7-Feb-2014
First Aberdeen Ltd	Consulted 7-Feb-2014
NESTRANS	Consulted 7-Feb-2014
Federation of Small Businesses	Consulted 7-Feb-2014
Road Haulage Association	Consulted 7-Feb-2014
Aberdeen Cycle Forum	Consulted 7-Feb-2014
Grampian Cyclists Touring Club	Consulted 7-Feb-2014
Ashley & Broomhill Community Council	Consulted 7-Feb-2014
Bridge of Don Community Council	Consulted 7-Feb-2014
Castlehill & Pittodrie Community Council	Consulted 7-Feb-2014
Cove & Altens Community Council	Consulted 7-Feb-2014
Cults, Bieldside & Milltimber Community Council	Consulted 7-Feb-2014
Ferryhill & Ruthrieston Community Council	Consulted 7-Feb-2014
Mastrick, Sheddocksley & Summerhill Community Council	Consulted 7-Feb-2014
Old Aberdeen Community Council	Consulted 7-Feb-2014
Queen's Cross & Harlaw Community Council	Consulted 7-Feb-2014
Rosemount & Mile End Community Council	Consulted 7-Feb-2014

<u>Consultee</u>	<u>Response</u>
Council Members	
Councillor Sandy Stuart - -	Called 6 Feb. No objection
Councillor Willie Young - -	Consulted 7-Feb-2014
Councillor Muirial Jaffray -	emailed 5-Feb. some queries – now resolved
Councillor John Reynolds -	Consulted 7-Feb-2014
Councillor David Cameron -	Consulted 7-Feb-2014
Councillor Steve Delaney -	Consulted 7-Feb-2014
Councillor Len Ironside -	Consulted 7-Feb-2014
Councillor George Adam - -	Consulted 7-Feb-2014
Councillor Kirsty Blackman - -	Consulted 7-Feb-2014
Councillor Lesley Dunbar - -	Consulted 7-Feb-2014
Councillor Ross Grant- -	Consulted 7-Feb-2014
Councillor Ramsay Milne - -	Consulted 7-Feb-2014
Councillor Jim Noble - -	Consulted 7-Feb-2014
Councillor Bill Cormie - -	Consulted 7-Feb-2014
Councillor Fraser Forsyth - -	Consulted 7-Feb-2014
Councillor Andrew May - -	Consulted 7-Feb-2014
Councillor Jean Morrison - -	Consulted 7-Feb-2014
Councillor Nathan Morrison - -	Consulted 7-Feb-2014
Councillor Marie Boulton - -	Consulted 7-Feb-2014
Councillor M Tauqeer Malik - -	Consulted 7-Feb-2014
Councillor Aileen Malone - -	Consulted 7-Feb-2014
Councillor Angela Taylor - -	Consulted 7-Feb-2014
Councillor Gordon Townson - -	Consulted 7-Feb-2014
Councillor Ian Yuill - -	Consulted 7-Feb-2014
Councillor Yvonne Allan - - -	Consulted 7-Feb-2014
Councillor Graham Dickson - - -	Consulted 7-Feb-2014
Councillor Alan Donnelly - - -	Consulted 7-Feb-2014

<u>Consultee</u>	<u>Response</u>
Councillor Callum McCaig - -	Consulted 7-Feb-2014
Councillor James Kiddie - - -	Consulted 7-Feb-2014
Councillor Neil Cooney - -	Consulted 7-Feb-2014
Councillor Andrew Finlayson - -	Consulted 7-Feb-2014
Councillor Martin Greig - -	Consulted 7-Feb-2014
Councillor Jennifer Stewart - -	Consulted 7-Feb-2014
Councillor Ross Thomson - -	Consulted 7-Feb-2014
Councillor John Corral -	Consulted 7-Feb-2014

Please note the consultation period is still active and any comments received during the remaining period will be included in the final report. Also, should it be the case there are no adverse comments, this report will be withdrawn, with the proposed measures proceeding directly to full public advertisement.

ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Planning and Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Various small scale traffic management and development associated proposals – (Final Stage of Statutory Process – Public Advert) (From November 2013 Committee)
REPORT NUMBER:	EPI/14/024

1. PURPOSE OF REPORT

This report deals with 13 orders at the final statutory stage; that is to say, the main statutory advertisement period is now over in respect of each of these orders and this report presents the objections (where relevant) in each case. The public notices are attached (Appendix 1), from which members will be able to see the exact content of the proposals. Also, where applicable, the letters of objection are included (Appendix 2), with corresponding plans illustrating the extent of proposed Traffic Management measures shown in Appendix 3.

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.
- (ii) in relation to The Aberdeen City Council (Clifton Road, Aberdeen) (Prohibition of Waiting) order 201(X), and The Aberdeen City Council (Woodlands Drive, Woodlands Road) (Prohibition of Waiting) order 201(X) overrule the objections received and approve these orders be made as originally envisaged;

3. FINANCIAL IMPLICATIONS

The proposals contained in the five traffic orders detailed at 5.1 through to 5.5 will be fully funded by developers/businesses.

The proposals contained in the six traffic orders detailed at 5.6 through to 5.12 will be funded through the Cycling, Walking & Safer Streets Budget.

The proposals contained in the traffic order detailed at 5.13 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, although, again, both Section 5 and Appendix 1 rehearse concerns raised by objectors.

5. BACKGROUND/MAIN ISSUES

This section has been sub-divided into sub-sections corresponding to the thirteen orders under consideration.

5.1 The Aberdeen City Council (Crown Street, Aberdeen) (Pay and Display) Order 201(X)

5.1.1 No statutory objections have been received.

5.2 The Aberdeen City Council (Loch Street, St Andrew Street, Aberdeen) (Traffic Management) Order 201(X)

5.2.1 No statutory objections have been received.

5.3 The Aberdeen City Council (Shielhill Avenue Area, Aberdeen) (Traffic Management) Order 201(X)

5.3.1 No statutory objections have been received.

5.4 The Aberdeen City Council (C19C Shielhill Road, Aberdeen) (40mph Speed Limit) Order 201(X)

5.4.1 No statutory objections have been received.

5.5 The Aberdeen City Council (St Peter Street, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.5.1 No statutory objections have been received.

5.6 The Aberdeen City Council (Aboyne Gardens, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.6.1 No statutory objections have been received.

5.7 The Aberdeen City Council (Clifton Road, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.7.1 Objections

Three statutory objections have been received as a result of this proposal. Miss Gray states that having lived at 118 Clifton Road for some 3 years, she has never observed the road outside her property to be heavily congested, nor seen any HGVs. Miss Gray therefore states her belief the extent of proposed restrictions in terms of time and length is unnecessary. She questions why parking up to Clifton Lane should be restricted when, in her opinion, it causes no problems.

Miss Gray also highlights that many of the properties in the vicinity do not have access to off-street parking facilities, and daytime restrictions would therefore impact on elderly/student residents in the area. Miss Gray also mentions the impact she believes restrictions would have on the local corner shop, and dental practice, and on property values.

Miss Gray concludes by requesting the proposed extent of restrictions be curtailed to a point not more than 10 metres from the junction with Leslie Road; a reduction which Miss Gray believes would not compromise the safety of road users.

As a final point, Miss Gray states her opinion the length of Clifton Road between Lilybank Place and Powis Terrace should be considered for waiting restrictions instead of the section as proposed in the draft order.

The second objection received is from Ms Patricia Allison, 110 Clifton Road. Ms Allison's property functions as a Guest House and it is therefore highlighted this operation generates on-street parking. Ms Allison also expresses similar themes to Ms Gray's objection with respect to residents being able to park within the near vicinity of their properties, particularly so when considering elderly residents. Likewise, Ms Allison also considers there to be issues with regard to parked vehicles impeding traffic flow on the length of Clifton Road between Lilybank Place and Powis Terrace.

The third objection is from Lindsey McBain, 118 Clifton Road, who again highlights the same themes as above, and further highlights concerns about the displacement of parked vehicles to surrounding streets where there is already considerable pressure on parking capacity.

Response to Objections

The proposals as detailed in the draft order came about following a report received via one of the local elected members regarding parked vehicles causing an obstruction to buses in particular. The length of proposed restriction of 22 metres is therefore specified to provide enough room for a southbound bus to pull in on approach to the signalised junction at Clifton Road/Leslie Road/Hilton Street. In allowing for buses to pull in at this junction, vehicles, and in particular buses, travelling northbound will have sufficient room to pass.

With regards to the proposed timing of the restrictions i.e. Mon-Fri, 8am-6pm, this covers both the peak times in terms of the road network itself, and bus frequency, whilst preserving residential parking amenity out with these times. It should also be stressed that by proposing a length of restrictions of 22 metres, there will still remain a section of the road that will be unrestricted. This is best illustrated in the attached plan (Appendix 3) which shows the proposed extent of the restrictions.

As the above illustrates, the proposed waiting restrictions are in the interests of road safety and movement of traffic, with due consideration given to maintaining a balance for residential/business on-street parking amenity. With that said, it is appreciated the additional waiting restrictions, as proposed, will result in reduced on-street parking availability of the equivalent of 4 car parking spaces in the immediate vicinity of the Clifton Convenience Store, and the Clifton Road Dental Practice. As can be seen from the attached plan though, the proposals as envisaged would still allow for a considerable number of cars to be parked within a reasonable walking distance from both premises.

The suggestion as to the need for waiting restrictions on the length of Clifton Road from Lillybank Place to Powis Terrace has been noted and will be investigated by Officers. Following investigation, should an issue exist, possible solutions with regard to the introduction of further waiting restrictions would be brought to the attention of a future meeting of this Committee.

In conclusion, it is recommended the objections to this proposal be overruled and the Traffic Order implemented as originally envisaged.

5.8 The Aberdeen City Council (Access Roads serving Hutcheon Court and Greig Court, Aberdeen) (Traffic Management) Order 201(X)

5.8.1 No statutory objections have been received.

5.9 The Aberdeen City Council (Off-street Car Parks Order 201(X))

5.9.1 No statutory objections have been received.

5.10 The Aberdeen City Council (Oscar Road, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.10.1 No statutory objections have been received.

5.11 The Aberdeen City Council (Queen Street, Aberdeen) (Pay and Display) Order 201(X)

5.11.1 No statutory objections have been received.

5.12 The Aberdeen City Council (Woodlands Drive, Woodlands Road, Aberdeen) (Prohibition of Waiting) Order 201(X)

5.12.1 Objection

A single statutory objection to this proposal has been received from Kim Esson, Nero Engineering, Units 19-20 Woodlands Drive. Ms Esson refers to what she describes as a continual battle with offshore workers parking for weeks on end. She states that indiscriminate parking causes obstruction to their access, and for pedestrians using the footway. She adds that this has led to their employees parking illegally on 'double yellow' line waiting restrictions, and has resulted in their business having to use their yard area for staff parking.

Ms Esson also states that while visits by the City Wardens have helped reduce the numbers of vehicles illegally parked, she believes the order as proposed is a step too far, and will result in surrounding businesses having to use their yards for staff parking.

Ms Esson concludes by agreeing that waiting restrictions of some description are required, but requests that consideration be given to introducing restrictions to prohibit parking from 6pm-6am.

Response to Objection

The proposals as detailed in the draft order came about following numerous reports received over the last few years regarding indiscriminate parking on Woodlands Road, and Woodlands Drive. This indiscriminate parking has resulted in many of the businesses being unable to take access to their premises, an issue highlighted in Ms Esson's objection. The resultant effect of this being that some companies have to obstruct the road to load/unload delivery vehicles. Also on occasion, businesses have also been observed to use cranes to hoist loads/goods above and across parked cars and the footway. Due to immediate road safety concerns over the

mentioned practice, a Temporary Traffic Regulation Order (TTRO) was implemented to prohibit parking on Woodlands Drive, and out on to the junction of Woodlands Road, with the double yellow lines serving to ensure access for businesses/emergency service vehicles is maintained.

The decision to implement such a restriction was not taken lightly, and followed detailed discussions with Police Scotland. This TTRO runs for a finite period of time and the proposal, as advertised, is to ensure a permanent Traffic Regulation Order (TRO) is in place to maintain unrestricted access at this location. It should therefore be noted that no further waiting restrictions will be introduced as result of this proposal; accordingly current levels of parking availability will not be affected.

Care would be required with respect to Ms Esson's suggestion of introducing timed restrictions on the lengths of Woodlands Road where unrestricted on-street parking still exists. Specifically, a balance must be maintained that preserves on-street parking amenity for all businesses in the area, not just those whose operational hours are from 6am to 6pm. There is however still the opportunity to tackle long term commuter parking by introducing a timed restriction for a shorter period. Such a window would still allow enough time for the City Wardens to issue a penalty notice, and would therefore prevent vehicles from being able to park for sustained periods of days or even weeks on end. In respect of this, Officers will conduct surveys over a period of nights to determine the volume of vehicles parked long term within the Industrial Estate. Based on the results of these surveys, the feasibility of implementing some form of timed restriction will be considered at any location identified as having an issue with long term commuter (offshore workers) parking.

In conclusion, it is recommended the objection to this proposal is overruled and the order implemented as originally envisaged.

5.13 The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen City) (Regulatory Parking Places) (No 1) Order 201(X)

5.13.1 No statutory objections have been received.

6. SERVICE AND IMPACT

Section 5 above – and also the public notices attached – will allow members to consider the possible impact on communities compared with the intended virtue of the original proposals.

7. BACKGROUND PAPERS

“Various small scale traffic management and development associated proposals (New Works)”, Enterprise, Planning & Infrastructure Committee, 12 November 2013.

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=140&MId=2897&Ver=4>

The statutory advertisements are published here for information, allowing members to see the content of each order as advertised.

8. REPORT AUTHOR DETAILS

Andrew Diansangu
Engineering Assistant
adiansangu@aberdeencity.gov.uk
(01224) 538067

CONSULTEES COMMENTS

Enterprise, Strategic Planning and Infrastructure Committee

Convener: Councillor Barney Crockett – has been consulted

Vice Convener: Councillor Angela Taylor – has been consulted

All Elected Members - *have been consulted*

Council Officers

Lorna Inglis, Secretary to Head of Finance, Corporate Governance – ***has been consulted***

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, Strategic Planning and Infrastructure – ***has been consulted***

Hugh Murdoch, Head of Asset Management and Operations, Enterprise, Strategic Planning and Infrastructure - ***has been consulted***

Margaret Bochel, Head of Planning & Sustainable Development, Enterprise, Strategic Planning and Infrastructure - ***has been consulted***

Mike Cheyne, General Manager Operations, Enterprise, Strategic Planning and Infrastructure – ***has been consulted***

Neil Carnegie, Community Safety Manager, Housing and Environment – ***has been consulted*** – ***Comments received re: Charging structure denoted on The Aberdeen City Council (Crown Street, Aberdeen) (Pay and Display) Order 201(X). Chargeable hours had been advertised as including Sundays. This was an administration error, and the proposed draft order has been amended accordingly***

Comments also received re: The Aberdeen City Council (Loch Street, St Andrew Street, Aberdeen) (Traffic Management) Order 201(X) – Wardens voiced concerns that proposals to have time limited Blue Badge bays alongside non-time limited spaces could cause confusion.

David Young, Account Manager, Corporate Governance – ***has been consulted***

Appendix 1

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (CROWN STREET, ABERDEEN) (PAY AND DISPLAY) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Crown Street, Aberdeen) (Pay and Display) 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 prohibition of waiting at any time on Crown Street, Aberdeen and impose in its place lengths of 'Pay and Display' parking as defined in the schedule below (please be aware the lengths stated in the schedule below also include existing 'pay and display' parking) . 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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 & Display' Parking
(Monday to Saturday, 8am to 8pm) (Tariff – 50p for 30mins; £1.00 for 1 hour; £2.00 for
2 hours; and £4.00 for a maximum stay of 3 hours)**

Crown Street

East side, from 13 metres south of its junction with Portland Street, southwards for a distance of 59 metres.

East side, from 20 metres north of its junction with Millburn Street, northwards for a distance of 39 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

**THE ABERDEEN CITY COUNCIL (LOCH STREET, ST ANDREW STREET, ABERDEEN)
(TRAFFIC MANAGEMENT) ORDER 201(X)**

Aberdeen City Council proposes to make "The Aberdeen City Council (Loch Street, St Andrew Street, Aberdeen) (Traffic Management) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to revoke, and impose various restrictions on Loch Street, and St Andrew Street, Aberdeen, to accommodate a new customer collection point at the site of the existing bus stance area to the rear of John Lewis. To accommodate this change the bus stance area will be relocated to St Andrew Street. A summary of the proposed changes 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

Schedule

Prohibition of Entry: vehicles will be prohibited from entering the area of land currently serving as a bus stance to the rear of John Lewis from Loch Street.

Revocation of Prohibition of Entry: The prohibition of entry that prevents vehicles from entering the area of land currently serving as a bus stance to the rear of John Lewis from St Andrew Street will be revoked.

Revocation of (part of) Motorcycle Bay: Loch Street

Revocation of (part of) Pay & Display Bay: Loch Street

Disabled Parking Places: There is currently capacity for 4 on-street disabled parking places on St Andrew Street. With the new bus stance arrangement, capacity for three disabled parking places will be maintained, therefore a further disabled parking place will be established on Loch Street to take into account the loss in capacity on St Andrew Street. Of note, one of the disabled parking places to be established on St Andrew Street will be subject to a maximum stay of 3 hours, with no return within 1 hour.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (SHIELHILL AVENUE AREA, ABERDEEN) (TRAFFIC MANAGEMENT) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Shielhill Avenue Area, Aberdeen) (Traffic Management) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose various traffic management measures (as defined in the schedule below) within the new 'Mill Brae' residential development located off Shielhill Road, Bridge of Don, Aberdeen. In respect of the prohibition of waiting, 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, inclusively.

Any person who submits an objection to a road traffic order should be aware that any objection made will be available to members of the Committee, available for inspection by members of the public, distributed to the press, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

Jane MacEachran, Head of Legal and Democratic Services, Aberdeen City Council, Town House, Aberdeen

Schedule

Prohibition of waiting: Certain lengths on Shielhill Avenue, Shielhill Crescent, Leuchlands Drive, Leuchlands Place, Leuchlands Street, Perwinnies Crescent, Perwinnes Rise and Shielhill Drive.

One-way regulation: Shielhill Avenue, between its junctions with Perwinnies Rise and Perwinnies Crescent.

Prohibition of access except buses: Bus Turning Circle located off Shielhill Drive.

Prohibition of access except buses, taxis, cycles and authorised vehicles – Shielhill Avenue, between its junctions with Shielhill Crescent and Dubford Road.

Disabled parking bays: Car park serving commercial units 11-23 Shielhill Drive.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (C19C SHIELHILL ROAD, ABERDEEN) (40MPH SPEED LIMIT) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (C19C Shielhill Road, Aberdeen) (40mph Speed Limit) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a length of 40mph speed limit on Shielhill Road, 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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

Shielhill Road

From a point 240 metres west of its junction with the B999, westwards for a distance of 590 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (ST PETER STREET, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (St Peter Street, 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 an existing length of prohibition of waiting at any time on the south side of St Peter Street, Aberdeen, as defined in the first schedule below. It is also proposed to impose new lengths of prohibition of waiting at any time at the access road to a new residential development, as defined in the second 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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

First Schedule

St Peter Street - South side, from a point 3 metres east of its junction with St Peter Lane, eastwards for a distance of 40 metres.

Second Schedule

St Peter Street - North side, from a point 48 metres east of its junction with St Peter Lane, eastwards for a distance of 25 metres.

Access Road (located off the north side of St Peter Street at a point 90 metres or thereby east of the junction of St Peter Street with the Spital) - Both sides, from its junction with St Peter Street, northwards for a distance of 10 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (ABOYNE GARDENS, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Aboyne Gardens, 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 the existing Monday – Friday, 10am – 4pm, waiting restriction, and impose in its place a length of prohibition of waiting at any time on Aboyne Gardens, 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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

Aboyne Gardens

East side, from its junction with Craigievar Place, southwards for a distance of 61 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (CLIFTON ROAD, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Clifton 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 a length of prohibition of waiting from Monday to Friday, between 8am and 6pm, on Clifton 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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

Clifton Road

East side, from 5 metres north-west of its junction with Leslie Road, north-westwards for a distance of 22 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (ACCESS ROADS SERVING HUTCHEON COURT AND GREIG COURT, ABERDEEN) (TRAFFIC MANAGEMENT) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Access Roads serving Hutcheon Court and Greig Court, Aberdeen) (Traffic Management) 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 roads serving Hutcheon Court and Greig Court, Aberdeen. Also, a single parking place for the exclusive use of Ambulances would be introduced on each of these access roads. In respect of the prohibition of waiting at any time, 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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 (OFF-STREET CAR PARKS) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Off-street Car Parks Order 201(X))" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the new order is to restate and modernise the provisions of equivalent existing orders. Once concluded the new order will revoke the previous orders. The provisions will be the same as before in all respects except those cited below.

The new order will provide for the following new arrangements:

1. Amend charging hours to 8am to 8pm (currently set at 8am to 10pm), Monday to Saturday, in the following car parks: - Chapel Street; Denburn multi-storey; Frederick Street; Gallowgate; Golden Square (Inner Circle); Marischal College; Summer Street; West North Street; and Virginia Street;
2. Amend charging structure for the Golden Square (inner circle) to the following: - £1 for 20 mins; £2 for 40 mins; £3 for a maximum of 1 hour; additionally £4 for 2 hours between 6pm and 8pm, Monday to Saturday.
3. Add the Kingswells Park & Ride car park to the list of off-street car parks. The upper level car park shall be for the exclusive use of Park & Ride customers.

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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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 (OSCAR ROAD, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make “The Aberdeen City Council (Oscar 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 a length of prohibition of waiting at any time on Oscar 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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

Oscar Road

West side, from 20 metres north of its junction with Balnagask Road, northwards for a distance of 5 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (QUEEN STREET, ABERDEEN) (PAY AND DISPLAY) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Queen Street, Aberdeen) (Pay and Display) 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 prohibition of waiting at any time on Queen Street, Aberdeen and impose in its place lengths of Pay and Display parking 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February 2014, 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 & Display' Parking - (Monday to Saturday, 8am to 6pm; Sunday 1pm to 5pm; Tariff – £1 for 20mins; £2.00 for 40min; and £3.00 for a maximum stay 1 hour) (Monday to Saturday, 6pm to 8pm; Tariff £1 for 20mins; £2.00 for 40min; £3.00 for 1 hour; and £4 for two hours)

Queen Street

South side, from 4 metres east of its junction with Shoe Lane, south-eastwards for a distance of 10 metres.

West side, from 6 metres north-east of its junction with Shoe Lane, north-eastwards for a distance of 15 metres.

Queen Street (Turning Circle)

East side, from 5 metres north-west of its southern junction with Queen Street, north-westwards for a distance of 10 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (WOODLANDS DRIVE, WOODLANDS ROAD, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Woodlands Drive, Woodlands 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 Woodlands Drive and Woodlands 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 6 February and 26 February 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection, including their name and address, in writing to the undersigned or to trafficmanagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February to 26 February, 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

Woodlands Drive

Both sides, from its junction with Woodlands Road, northwards for a distance of 68 metres.

Woodlands Road

North side, from its junction with Woodlands Drive, westwards for a distance of 20 metres.

North side, from its junction with Woodlands Drive, eastwards for a distance of 20 metres.

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (DISABLED PERSONS' PARKING PLACES IN ABERDEEN CITY) (REGULATORY PARKING PLACES) (NO 1) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen City) (Regulatory Parking Places) (No 1) 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 an off-street car park where a disabled persons' space is 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 6 February, 2014, to 26 February, 2014, in the offices of the roads officials in the Enterprise, Planning and Infrastructure department, at 74-76 Spring Garden, Aberdeen.

It is recommended that anyone visiting Spring Garden to view any of the documents should make an appointment to do so, in order that a member of staff can be present to offer an explanation if necessary. Anyone unable to visit Spring Garden can telephone (01224 538067) to speak to one of the officials.

Anyone wishing to object to the proposed order should send details of the grounds for objection in writing to the undersigned or by email at TrafficManagement@aberdeencity.gov.uk during the statutory objection period which also runs from 6 February, 2014, until 26 February, 2014, 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

Church Street, Woodside; Farquhar Road; Fernielea Road; Hilton Drive; Johnstone Gardens North; Loch Street; Powis Crescent Off-Street Car Park; Provost Rust Drive; Smithfield Drive; South Grampian Circle; Wood Street.

Appendix 2

From: angela gray
Sent: 19 February 2014 13:54
To: TrafficManagement
Subject: Prohibition of Waiting Clifton Road objection

To whom it may concern,

I am writing to oppose your motion for a prohibition of waiting on Clifton road.

I have lived at 118 Clifton road for almost three years now. From observations I have never found the road outside my property to be highly congested with traffic, even during rush hour, nor does it see any Heavy Good Vehicles. There is more than enough room for traffic to pass each other, even when cars are parked on each side of the road. Thus, I am baffled as to why this order has been put forward for implementation.

The distance of 22metres of prohibition during 8am-6pm is completely unnecessary in whatever aim you are trying to achieve. Why should parking right up to Clifton Lane be restricted when it causes no problems? Not only will the residents on this residential street not be able to park during the day (a problem on a predominantly student/elderly occupied street), which I respect is not a preferential right, but many of these properties do not have any off-street parking alternatives. Clifton Lane is notorious for break-ins (having already had my car broken into there, as did a visiting friend) and thus is not an option to us as residents.

I also ask you to consider the impact the reduction of available parking spaces will have on Clifton Convenience Store and the Clifton Road Dentist. Also the impact it has on property values in this area.

Therefore, I ask that if the motion is not totally abandoned, you consider relaxing this order to only apply to perhaps a shorter distance of 10m from the crossroads. This would still allow parking during the day for residents on the street (as it is not as busy during the day time), and allow those who are working to take advantage of parking on the restricted area outwith such hours. Such a reduction can be achieved without compromising the safety of road users.

It is possible to retain all day on-street parking, and the council should recognise that this is not a problem area of Clifton road. In my personal opinion from living in this area, the money would be better allocated to imposing restrictions between Lilybank Place and Powis Terrace and this should be considered by the council.

Angela Gray
118 Clifton Road,
Aberdeen,
AB24 4RD

From: Patricia
Sent: 25 February 2014 20:12
To: Andrew Diansangu
Subject: Parking prohibition Clifton Road

We have just returned from holidays to be appraised of the above proposals by my neighbour. I do understand why this is being considered but as Miss Gray pointed out there is a bigger bottleneck from Lilybank Place down to the Northern Hotel. There will be issues for residents parking as we have a Guest house at 110 and this gives rise to more cars/vans added to which a mechanic who repairs vehicles in his lock up in Clifton Lane often parks vehicles in the road until he is ready to complete the work. Many of the residents in this area are older and require to park near their homes to unload shopping etc. I take it this will still be acceptable.

I too would be interested to see the outcome of a review to improve traffic flow from Lilybank Place

Pat Allison

From: McBain, Lindsey Gair Sent: 26 February 2014 16:30
To: TrafficManagement
Subject: Opposition to plan on restriction of waiting on Clifton Road

To whom it may concern,

I am a resident of 118 Clifton Road Aberdeen and I am contacting you about the proposal to restrict parking on Clifton Road.

I am very much opposed to this measure as I feel it is very unfair and will make it very difficult for residents to park near their homes. The entire area is often used by residents for street parking and closing this stretch of Clifton Road will inevitably cause pressure on the other streets. The streets surrounding Clifton Road are quite often full of parked cars. For example, the parking along Leslie Road often causes traffic to stop and back up to the Great Northern Road roundabout. It is unfair that Clifton Road residents who live on the East side of the street are singled out when no-one else is affected.

Other streets are unsuitable for parking. Clifton Lane is not a safe parking area. (I am aware of two people whose cars have been broken into on Clifton Lane.)

For these reasons, I would ask that you do not impose parking restrictions on Clifton Road.

Regards,

Lindsey McBain
118 Clifton Road,
Aberdeen

From: Kim Esson
Sent: 14 February 2014 11:42
To: TrafficManagement
Cc: bcrocket@aberdeencity.gov.uk; 'Jodeigh Sim'; Peter Lowe
Subject: Objection to Road Traffic Order.

Dear Sir or Madam,

I am writing to you as a tenant of Units 19 and 20 on Woodlands Drive which has a draft Prohibition of Waiting Order 201(X).

Since we have occupied our premises here on Woodlands Drive there has been a continual battle with offshore workers parking for weeks on end. They have even blocked our entrance ways with their cars, parked fully on the pavement thus blocking pedestrians and also parked on the private property right next to our units. Our own employees were forced to illegally park on the double yellow lines because of the sheer amount of cars endlessly parked and so we have been forced to use our yard space for our employees to park. This has caused us endless problems with our day to day business, especially as a fabrication company with large fabricated items and stock material.

As council tenants and concerned business owners we contacted the council to see if they would be willing to help us with the ongoing battle. Thankfully, they have responded to our requests for help and have regularly sent round traffic wardens which has helped to drastically cut the cars parked illegally. Unfortunately we feel the recent draft order as stated above is a step too far as it is going to force all the surrounding businesses to use their yards for employee and visitor parking which is just not going to be possible for many of the tenants.

Certainly for our own business there will be a profound effect as we rented Unit 19 with the intent of expanding our business and have yet been able to do this as we have been forced to use the space as a car park and not as work space. We have then had to take some items that would ordinarily be stored outside inside to the workshop which then again cuts down on working space.

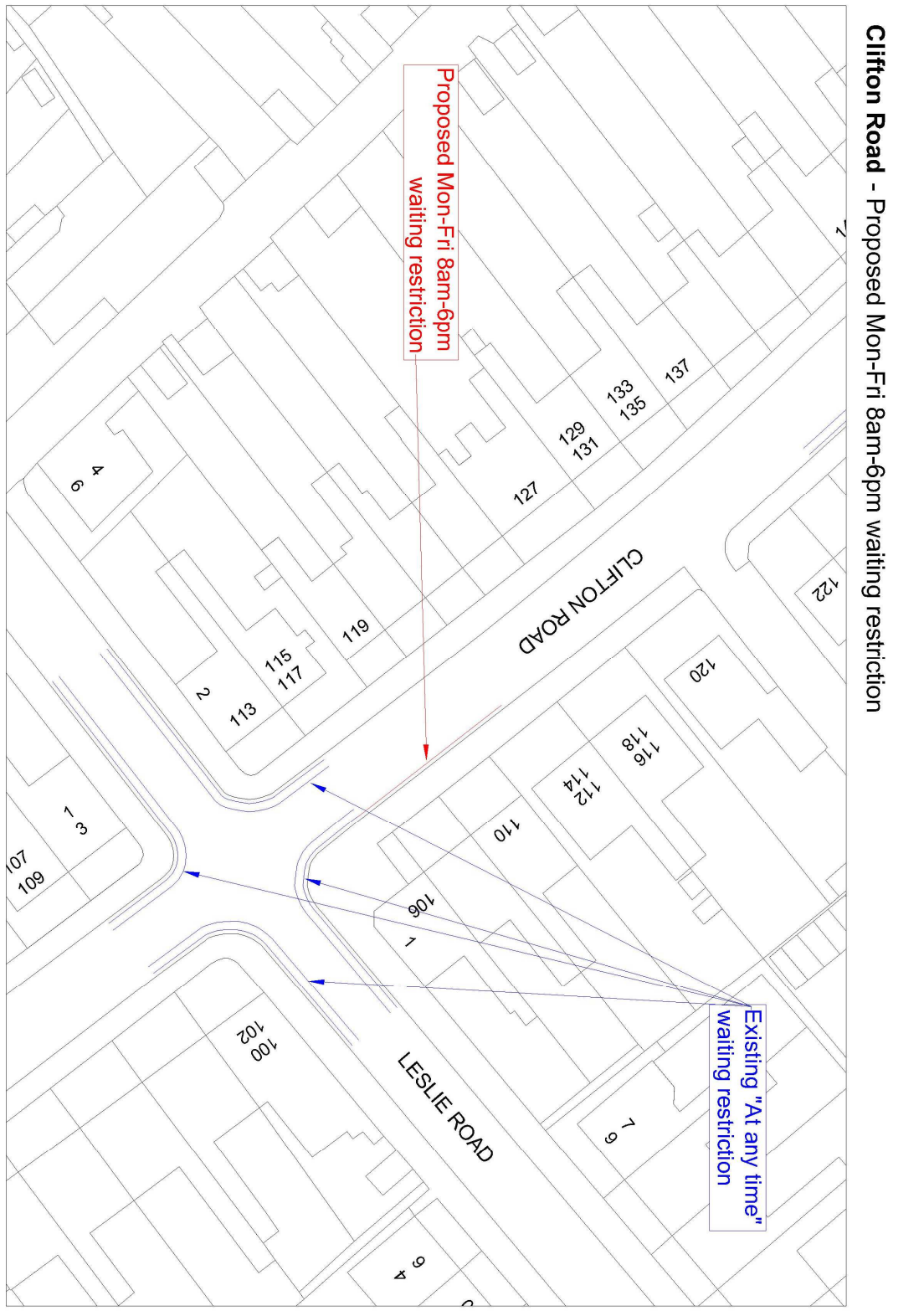
We agree with the council that there needs to be some prohibition imposed on the road but would like to put it to the council that the area be no parking between 6pm and 6am which is outside of normal business hours and would then mean that offshore workers are not allowed to park overnight. During the day all of the council tenants on both Woodlands Drive and Woodlands Road would be free to park their cars and thus free up valuable workspace.

We also would like to highlight that we advocate car sharing and support our employees that take public and/or other means of transportation.

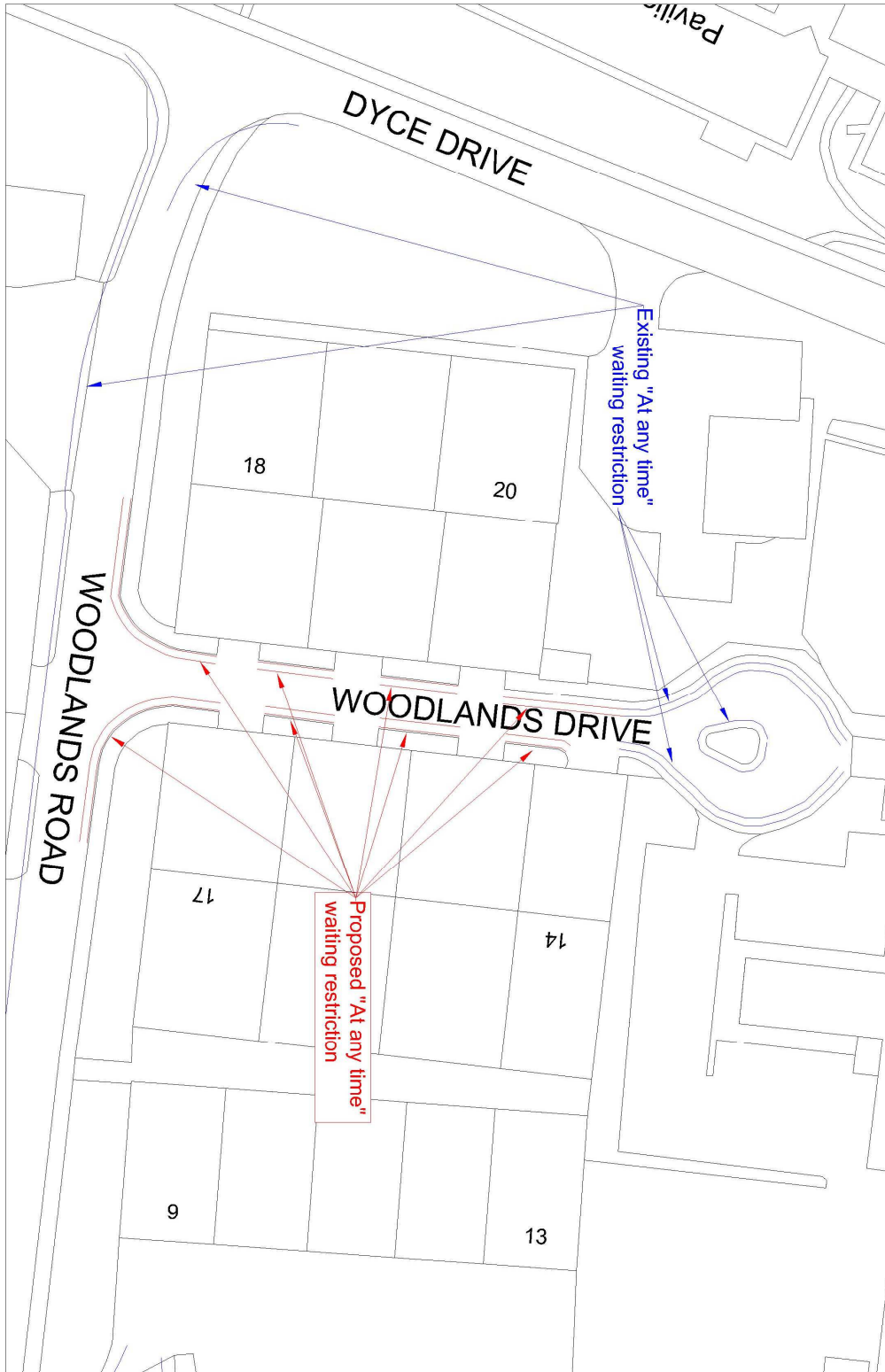
Kind Regards,

Kim Esson

Appendix 3



Woodlands Drive - Proposed "At any time" waiting restriction



ABERDEEN CITY COUNCIL

COMMITTEE	Enterprise, Strategic Planning & Infrastructure
DATE	13 March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen City Centre) (Regulatory Parking Places) Order 201(X) - Final stage of Statutory Process
REPORT NUMBER:	EPI/14/028

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 this order and this report presents the objections (where relevant). 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 measures would be funded from the Cycling, Walking and Safer Streets grant funded budget. The estimated implementation cost of the works is £10,000, the estimated maintenance cost of each site will be £100 every five years which will be borne from the existing revenue budgets.

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 (Disabled Persons' Parking Places in Aberdeen City Centre) (Regulatory Parking Places) Order 201(X)**

5.1.1 Background

Members may recall that at its meeting on the 29 August 2013, the Committee approved the recommendation to terminate the Close Proximity Parking (Green Badge Parking) scheme and convert the existing 29 parking bays into Blue Badge parking bays with a maximum three hour stay and no return within one hour.

During the initial statutory consultation process the North East Sensory Services highlighted concerns at the proposed conversion of the Green Badge bay on John Street to a time-limited Blue Badge bay. After consideration it was deemed appropriate to reinstate this bay as a Blue Badge bay with no timed waiting restriction.

Comments were also received during the initial statutory stage from Mr Ron Holding. The comments were in relation to the EP&I Report of 29 August 2013 and not directly linked to the current report. The comments received were addressed and replied to accordingly. No further comments have been received from Mr Holding.

5.1.2 Objections to the Proposal

No objections have been received.

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

'Green Badge Parking Spaces', Enterprise, Planning & Infrastructure Committee, 29 August 2013, Report number EPI/13/124.

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8. REPORT AUTHOR DETAILS

Kevin Abercrombie
Engineer
Road Safety & Traffic Management Team
Tel. (01224) 538065
E-mail: KAbercrombie@aberdeencity.gov.uk

Appendix 1

THE ABERDEEN CITY COUNCIL (DISABLED PERSONS' PARKING PLACES IN ABERDEEN CITY CENTRE) (REGULATORY PARKING PLACES) ORDER 2014

Aberdeen City Council proposes to make "The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen City Centre) (Regulatory Parking Places) Order 2014" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to revoke all existing 'Green Badge' parking places on the streets listed in the schedule below and replace them with parking places reserved for the exclusive use of any 'Blue Badge' holder. In each case, with the exception of John Street, there will be a maximum stay of three hours, with no return within 1 hour.

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 6 February and 27 February 2014, 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 3 February to 21 February 2014, 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

Back Wynd; Correction Wynd; Craigie Street; Crown Street; George Street; Huntly Street; John Street; Justice Mill Lane; Justice Street; Langstane Place; Little Belmont Street; Queen Street; Rennie's Wynd; Rose Street; Schoolhill (inset road at 'Pocket Park'); South Silver Street; Spa Street; Spring Garden; St Andrew Street; St Catherine's Wynd; Thistle Street; Union Row; Union Terrace.

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Aberdeen City Council

COMMITTEE	Enterprise, Strategic Planning and Infrastructure
DATE	13th March 2014
DIRECTOR	Gordon McIntosh
TITLE OF REPORT	Driveway Application Appeal – 53 Tollohill Drive, Kincorth, Aberdeen.
REPORT NUMBER:	EPI/14/021

1. PURPOSE OF REPORT

This report advises members of the details of an appeal against an officer decision to refuse an application to form a driveway at 53 Tollohill Drive, Kincorth, Aberdeen.

2. RECOMMENDATION(S)

That the Committee:

1. Reject the application for a driveway at 53 Tollohill Drive due to the formed slope being greater than the permitted 1 in 20 gradient, as it is against the approved policy for driveways.

3. FINANCIAL IMPLICATIONS

There are no financial implications as the applicant would be responsible for all costs involved in the construction of the driveway and associated footway crossing should the committee choose to allow the application.

4. SERVICE AND COMMUNITY IMPACT

The creation of a driveway to the current specifications at 53 Tollohill Drive will lead to additional road safety risks. A vehicle could slide on a gradient greater than 1:20 during severe inclement weather conditions. In this instance the driveway slopes towards the public road and would put pedestrians and other drivers at risk.

5. OTHER IMPLICATIONS

There is a risk that by approving a driveway at 53 Tollohill Drive, a precedent will be set and any future similar applications would be difficult to resist.

6. BACKGROUND

At its meeting of 27 September 2005 the Policy & Strategy Committee resolved to approve a revised Roads Consent Policy for the assessment of driveway applications. The foremost principle of the revised policy aims to reduce the Road Safety risks. The policy states that the gradient of a driveway should not generally exceed 1:20 although this may be relaxed to 1:15 in certain circumstances, however alternative surface texture treatments should be considered for 1:15 gradients.

In relation to the above it is recognised that approving a driveway steeper than 1:20 gradient will cause a road safety hazard on to a public road and public footpath as the vehicle may skid during frost conditions causing injury to the passing pedestrians and may collide with vehicles on the public road.

6.1 APPLICATION FOR CONSIDERATION – 53 Tollohill Drive

This application is within the ward of Councillor Callum McCaig, Councillor Andrew Finlayson and Councillor Neil Cooney and has been made from the resident of 53 Tollohill Drive for a driveway to be installed within the front and side area of the garden. (See appendix 1 and 2 for location plans)

When an application is received the normal procedure is for the application to be assessed for compliances with policy and standards and a site visit carried out. As part of this site visit Officers check compliance of the proposed driveway against the current driveway policy and standards. The driveway is required to meet standards relates to gradient, drainage, type of surfacing, length of the proposed driveway, proximity to a road junction and visibility.

In this instance there is no requirement for Planning Approval but the driveway application requires Roads Consent. This application for the driveway was refused on 18 March 2011 following a visit by roads officers who had become concerned regarding the work that was being carried out on site by an independent contractor employed by the applicant.

Officers advise applicants that they should not arrange for work to be carried out within their property in anticipation of permission being granted for a footway crossing. Work should only commence upon receiving written approval from the Roads Authority. It may be of interest to members that the driveway at 53 Tollohill Drive was nearly completed before any application was made and only after officers had visited the site. (See photograph – appendix 3)

Officers visited 53 Tollohill Drive after receiving information from the local roads inspector who had serious concerns over the work being carried out by the resident's contractor. In particular concerns were raised over the gradient and also on the workmanship being carried out on some of the other elements.

A level survey was carried out and officers found that the gradient ranged from 1:3 to 1:5 and significantly steeper than the desirable gradient of 1:20 or absolute max of 1:15. Based on the above survey the application for the driveway and footway crossing was refused due to the excessive internal gradient. Concerns were also raised that a vehicle would actually “ground” while entering and exiting the driveway. It also became clear that the contractor was not aware of the adopted standards and had never approached the Council in relation to forming the footway crossing.

From discussions it became apparent that the residents had been assured by their contractor that all permissions were in place and a large sum of money had already changed hands. Officers advised the residents to contact the Council’s Trading Standards team.

Once the application was initially refused the contractor endeavored to carry out alterations to modify the work already completed. Officers did advise that it would be impossible to achieve the required gradient however the contractor insisted in carrying out this work and demanded officers carry out a further level survey. This survey was completed on 6th May and as predicted only a marginal improvement to the gradient was achieved but overall the gradient fell well short of the standard required. On this finding again officers refused to grant permission for the required footway crossing.

In the period since the refusals the completed driveway has remained as built with no access to it for the resident’s vehicle. However they have been working closely with our Trading Standards team which resulted with a successful court conviction on the contractor in March 2013.

On completion of this conviction the resident approached officers to discuss the previous work carried out in order to benefit from the use of the driveway. Moreover, the resident provided a proposal from a reputable contractor as a possible solution to create an anti-slip surface by replacing every third row of block paving with a deeper 60mm thick block. However, it is felt that the proposed alternative solution to create an anti-slip surface would not be successful and to be an impractical option.

It is of note that internally the driveways will not facilitate the turning of vehicles and that vehicle will either be reversed in and out of the driveway. The steep gradient associated with any reversing manoeuvre will significantly increase the risk to pedestrians. From a recent on street parking survey it is anticipated that on street parking is available in close proximity to 53 Tollohill Drive and whilst less convenient an accessible parking option.

Officers have significant sympathy with the applicants’ current situation; however the current driveway as built doesn’t comply with the adopted council policy and standards. The applicant has therefore requested through Councillor Callum McCaig to appeal the previous decision made by officers and have confirmed that if approved they would carry out the additional work to form ribs on the existing surface and create an anti skid surface.

Councillor McCaig supports the application and has requested that it be presented to Committee for consideration.

The driveway, as currently formed at this location will:

- Cause road safety problems during periods of severe inclement weather, potentially in the winter period due to the excessive gradient of the driveway.
- Be difficult for a person getting in and out of the vehicle on the driveway.
- Run off of rainwater from the property onto the adjacent footway and road during times of heavy rainfall could present an additional hazard, potentially in winter conditions if the road and footway was to freeze over. Whilst a drain has to be installed at the boundary of the driveway with the footway it is unclear if it is connected to an outfall and there are also significant concerns with the future maintenance of the drain leading to a continued overflow over the public road.
- If approved, set a precedent and so may bring the whole driveway policy into disrepute.

As a result of the above, it's not deemed possible to create a driveway at the front garden which does not comply with the current driveway policy and standards. Moreover, it will also create road safety hazards to other road users, especially pedestrians who may be disabled or children.

7. BACKGROUND PAPERS

N/A

8. REPORT AUTHOR DETAILS

Nathan Thangaraj
Technical Officer
nthangaraj@aberdeencity.gov.uk
(01224) 538062

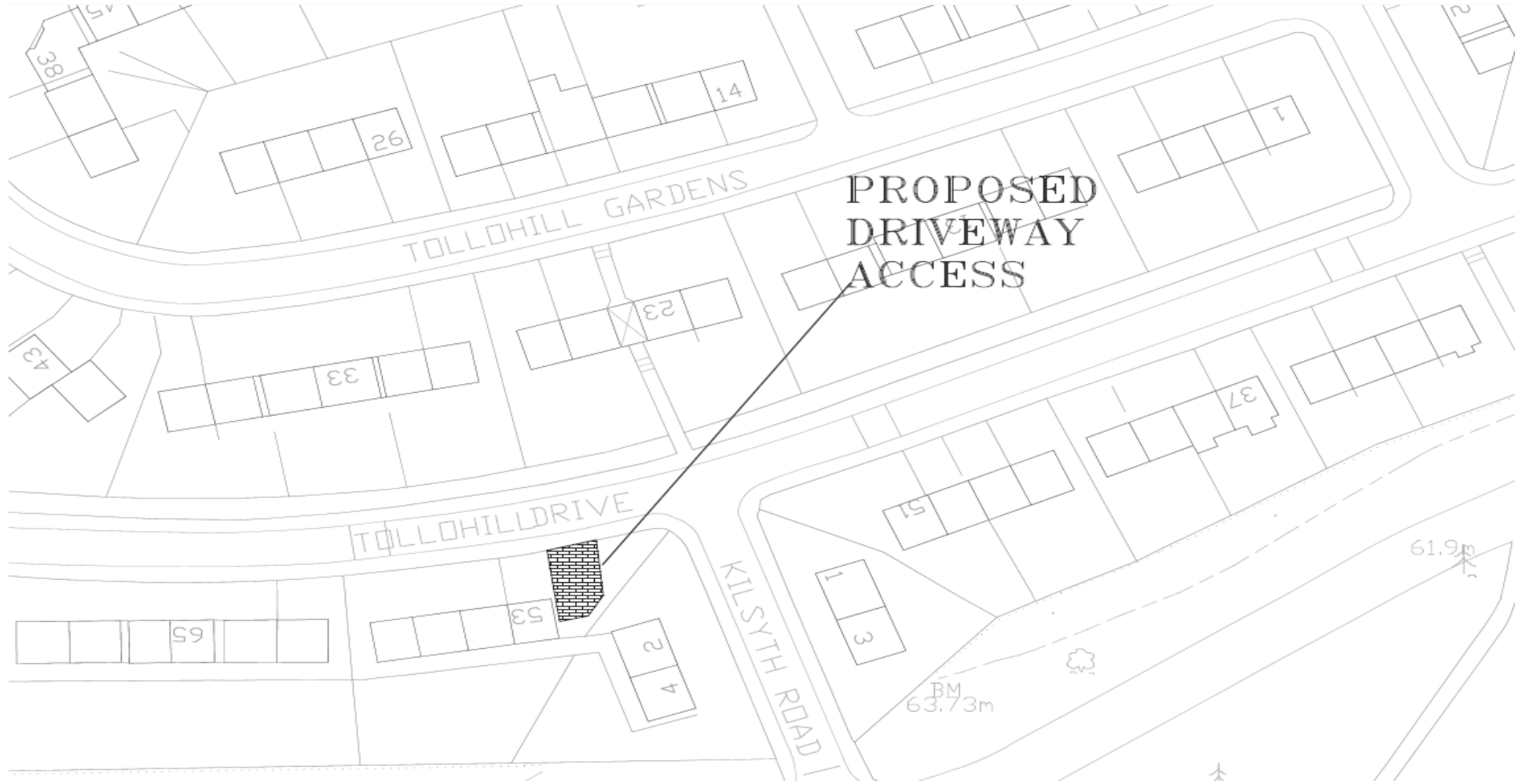
APPENDIX 1:

53 TOLLOHILL DRIVE, KINCORTH, ABERDEEN – DRIVEWAY ACCESS



APPENDIX 2:

53 TOLLOHILL DRIVE, KINCORTH, ABERDEEN – DRIVEWAY ACCESS



APPENDIX 3:



Consultees Comments

Enterprise, Strategic Planning and Infrastructure Committee

Convener: Councillor Barney Crockett – has been consulted

Vice Convenor: Angela Taylor– has been consulted

<u>Council Officers</u>
Councillor Callum McCaig - emailed 07 February 2014 and has no comments on this report
Councillor Neil Cooney - emailed 07 February 2014 and sympathies with the applicant situation, however he believes that the end result is highly dangerous and to approve this would set a very dangerous precedent.
Councillor Andrew Finlayson - emailed 07 February 2014 and has no comments.
Lorna Inglis, Secretary to Head of Finance – emailed 07 February 2014 and has no comments on this report no comments
Jane MacEachran, Head of Legal and Democratic Services, Corporate Governance - - emailed 07 February 2014 and has no comments on this report
Ciaran Monaghan, Head of Service, Office of Chief Executive – emailed 07 February 2014 and has no comments on this report
Gordon McIntosh, Director of Enterprise, Planning and Infrastructure - emailed 07 February 2014 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 07 February 2014 and has no comments on this report
Mike Cheyne, General Manager Operations, Enterprise, Planning and Infrastructure – has been consulted and requested additional information regarding the marginal improvement achieved by the resident. <i>I can confirm that after the alterations in the driveway the contractor achieved a marginal improvement of 1:4.8 (average).</i>
Neil Carnegie, Community Safety Manager, Housing and Environment - emailed 07 February 2014 and has no comments on this report
Dave Young, Account Manager, Corporate Governance - emailed 07 February 2014 and has no comments on this report

ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE - COMMITTEE BUSINESS
 UPDATED FOLLOWING MEETING 28/01/14

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.

No.	<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>The Committee agreed on 6th November 2012 that this item</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 recent budget decision included funding for Phases 1 to 3 of the Berryden Corridor instead of just the first phase. Therefore the key milestones and programme will require to be</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>
		was to remain on the Committee Business Statement.	revisited and will be included within the Strategic and Local Transport Projects update report to this Committee in May 2014.			
2.	Enterprise, Planning and Infrastructure Committee 26.11.10 (article 19) Enterprise, Planning and Infrastructure Committee 18.01.11 (article 25)	<u>(1) Access from the North – An Integrated Transport Solution - (2) Access from the North Proposals “Third Don Crossing”</u> The Committee resolved, amongst other things to request a regular report back on progress in these matters, including the development of a Delivery Programme. the Committee resolved to- (a) agree, in principle, the provisional programme for delivery of the ‘Access from the North’ integrated transport proposals; instruct officers to continue discussions (b)	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. The Council at its meeting on 6 th March 2013 agreed:- (i) to progress construction of the Access from the North proposals (Third	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	<p>with BEAR and Transport Scotland regarding options on the trunk road network;</p> <p>(c) instruct officers to progress schemes from the full delivery list as priority and funding would permit, subject to consultation and referral to future Committees as required; and</p> <p>(d) to instruct officers to keep the Committee up to date with progress of the delivery plan as timescales might be amended subject to agreement of future years spend profiles of the Non-Housing Capital budget and other relevant sources of funding.</p>	<p>Don Crossing) on a “works only” approach the arrangements for the Aberdeen Western Peripheral Route/Balmedie to Tippetty (AWPR/B-T); to progress construction of the A96 Park and Choose/Dyce Drive Link Road on a “works only” approach outwith the arrangements for the AWPR/B-T;</p> <p>(ii)</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</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 if item overdue)</u>	<u>Report Expected (if known)</u>
	06.11.12 (article 37)	The Committee on 6 November 2012 agreed that this item was to remain on the Committee Business Statement.	<p>Aberdeen to meet him, elected members representing Tillydrone, Seaton and Old Aberdeen and residents of Tillydrone to discuss matters of mutual interest including the building of a Third Don Crossing; and</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>Progress via key milestones is contained within the Strategic and Local Transport Projects update report to this Committee in March 2014</p>			
3.	Enterprise, Planning and Infrastructure	<u>South Aberdeen Coastal Regeneration Project (SACRP) – Programme</u>	The Aberdeen Coastal Regeneration Project can only be progressed as part of the	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 item overdue)</u> if	<u>Report Expected (if known)</u>
	13.09.11 (article 24)	<p><u>Developments</u></p> <p>The Committee resolved, amongst other things, to receive a report in the April/May 2012 cycle, linking coastal regeneration initiatives into the mainstream development of climate change adaptation strategies and flood risk management.</p>	<p>mainstream development of climate change adaptation strategies and flood risk management, if EP&I's Sustainable Development and Infrastructure teams are able to commit sufficient resources to address this issue. For the moment, these resources are not available. A report will be brought back to Committee as soon as these resources become available.</p>			
4.	Enterprise, Planning and Infrastructure 11.09.12 (article 23)	<p><u>Aberdeen The Smarter City: A Strategy for 2020</u></p> <p>The Committee agreed to instruct officers to report back to the Committee in August 2013 with the strategy and implementation plan for approval.</p>	<p>Project initiation documents including project brief have been developed.</p> <p>Officers within EP&I are currently investigating funding and resource options for strategy development including scoping external delivery partners.</p> <p>Unlikely to be at a stage to report full strategy to</p>	Maggie Bochel	29.08.13	04.11.14

<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>Committee in August. Anticipated to be able to report in first quarter of 2014.</p> <p>A report will not be submitted to the March 2014 meeting. The reason for the delay is that a new approach is being agreed and will be proposed to Committee later in 2014.</p> <p>The new proposals will suggest the Strategy will form part of a collaborative north east Scotland approach to sustainable energy planning, as opposed to an Aberdeen alone approach. The purpose for this change in approach is to increase the likelihood for accessing significant external capital funding (i.e. City Deals, EU Structural Funds, etc.) required to deliver the actions arising</p>			

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
			<p>from the Strategy.</p> <p>Arrangements for the development of the Aberdeen Action Plan element of the regional Strategy are agreed and in place.</p>			
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</p>	<p>Reporting back on this item is subject to the decision of the 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>Request this item is now removed as the Committee instructions have all been fulfilled. Future updates relating to the delivery of re-provision of this facility as part of the master plan once AECC has moved will be contained within future</p>	Maggie Bochel	06.11.12	

<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>
		<p>permanent site for the Bridge of Don Park and Ride;</p> <p>(ii) agree that in the interim the current site continue as a temporary Park and Ride location; and</p> <p>(iii) request that the Director of Enterprise, Planning and Infrastructure further discuss all possible site opportunities and provide a detailed report back on all options to a future meeting of the Enterprise, Planning and Infrastructure Committee.</p>	<p>Strategic and Local Transport Projects update reports.</p>			
6.	Enterprise, Planning and Infrastructure 11.09.12 (article 26)	<p><u>Shared Pathway - (A96/Old Meldrum Road/ Mugiemooss Road, Aberdeen) Dubford/Greenbrae Area.</u></p> <p>The Committee agreed that</p>		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 if item overdue)</u>	<u>Report Expected (if known)</u>
		officers be instructed to report back in two years time on how these Traffic Orders have progressed.				
7.	Enterprise, Planning and Infrastructure 11.09.12 (article 29)	<u>Extension of Pay by Phone Parking</u> The Committee agreed to instruct officers to report back on the feasibility of paying parking charges by credit/debit cards at parking machines. <u>The Committee at their meeting on 21 January 2014 requested that officers submit a report to the next meeting in March 2014.</u>	A report will be submitted to the meeting in June 2014.	Hugh Murdoch	22.01.13	03.06.14
8.	Enterprise, Planning and Infrastructure 11.09.12 (article 38)	<u>Bus Shelter Advertising Contract</u> The Committee agreed:- (1) to instruct officers to enter negotiations with	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	Maggie Bochel	22.01.13	03.06.14

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold item overdue)</u> if	<u>Report Expected (if known)</u>
		<p>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>	<p>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.</p> <p>Due to a change in staffing this piece of work has been delayed and a report to committee will now be submitted in June 2014.</p>			
9.	Housing and Environment 15.01.13	<p>Crematorium Bus Service</p> <p>The Committee agreed the implementation of a subsidised bus service between Aberdeen Royal</p>	<p>Service will commence on Monday 1st April 2013, as service 94 operating from ARI to Aberdeen Crematorium via Woodend Terminus between 09:00AM and 16:34PM,</p>	Maggie Bochel	21.01.14	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>
		<p>Infirmary and Aberdeen Crematorium for one year, as detailed in the report subject to approval during the budget process and that officers to report back to the Enterprise, Planning and Infrastructure Committee on the level of use and performance of the service.</p>	<p>Monday to Friday, operated by Central Coaches Aberdeen.</p> <p>The service has now commenced. Officers will continue to monitor the service and will, as advised, report back to Committee in January 2014.</p> <p>A report is included within the information Bulletin (Request Removal of the item from the Statement).</p>			
10.	Enterprise, Planning and Infrastructure 22.01.13 (article 18)	<p><u>Aberdeen Local Development Plan Policy on Affordable Housing Requirements for New Development</u></p> <p>The Committee agreed for officers in Planning and Sustainable Development to consult on proposals to amend the commuted payment and report back to this Committee with the results of this consultation</p>	<p>The Committee at its meeting on 21st May 2013 agreed that officers in Planning and Sustainable Development would consult on the proposed amendment to the methodology for calculating commuted payments. During the consultation, Homes for Scotland expressed their concern about the length of the consultation period during the holiday period. To allow for stakeholders to give</p>	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>
		with a proposed figure or method of calculation to be agreed.	<p>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 (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.</p> <p>(b) Work with officers in Housing and Legal to incorporate target prices for affordable units to be incorporated within legal</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>
			<p>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>A report is included on this agenda (Request removal of this item from the Statement).</p>			
11.	Enterprise, Planning and Infrastructure 22.01.13 (article 26)	<p>Garthdee Controlled Parking Zone Extension</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>Officers have completed the first set of on-street parking surveys to the surrounding streets and are about to commence the 2nd phase of the exercise. The results of both these surveys will be reported back to the June 2014 committee.</p>	Hugh Murdoch	21.05.13	03.06.14

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
12.	Enterprise, Planning and Infrastructure 19.03.13 (article 25)	<p><u>SUMP (Sustainable Urban Mobility Plan)</u></p> <p>The Committee agreed that officers should undertake public consultation on the SUMP alongside the Aberdeen Local Development Plan pre-Main Issues Report consultation exercise on Options 1-3 and report the results of this consultation back to Committee in due course.</p>	It is proposed that the SUMP work be incorporated as part of the development of the City Centre Masterplan and Delivery Programme and timescales amended accordingly. It is anticipated that work to date will be able to be provided in the Information Bulletin or as part of the regular transportation projects update to the next committee. (Request removal of this item from the Statement).	Maggie Bochel	29.08.13	
13.	Enterprise, Planning and Infrastructure 21.05.13 (article 14)	<p><u>Electric Vehicle Charging</u></p> <p>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</p>	An update on this item is included within the Strategic and Local Transport Projects update report for this Committee in March 2014.	Maggie Bochel	13.03.14	03.06.14

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold item overdue)</u> if	<u>Report Expected (if known)</u>
		back to the Committee.				
14.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 23)	<p><u>Market Street/Guild Street Junction</u></p> <p>(i) in relation to the Aberdeen City Council (Market Street/Guild Street, Aberdeen) (Rationalisation of Turning Movements) Order 201(X), uphold the objection received and refuse the making of this order, reverting to the status quo position from January 2014 after the Christmas and New Year period; and</p> <p>(ii) that officers review this in twelve months' time and report back to the Committee.</p>		Maggie Bochel	04.09.14	04.09.14
15.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 27)	<p><u>Speed Survey A944 to B9119</u></p> <p>It was agreed that officers carry out a detailed road speed survey on the A944 and B9119 and report back to</p>	Officers have included within our "Various small scale traffic management and development associated proposals (New Works)" to the March 2014 meeting to reduce the speed limit to	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>
		the Committee in twelve months' time.	40mph from the Ardene House Veterinary Hospital to the City boundary at Westhill.			
16.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 27)	<u>Extension of 30mph Speed limit on A93 to Old Ferry Road and 153 North Deeside Road</u> It was agreed that officers make the necessary arrangements to extend the current 30 mile per hour speed limit on the A93 to the section between Old Ferry Road and 153 North Deeside Road at Bieldside and report back to the Committee.	The extension of this 30mph speed limit is about to go out to Public Advert for the required Traffic Regulation order and the results will be presented to the June 2014 committee. The results of the Initial Statutory will be presented to the March committee, however if no objections are received then the report will be withdrawn and the public advert commenced immediately.	Hugh Murdoch	21.01.14	03.06.14
17.	Enterprise, Strategic Planning and Infrastructure 29.08.13 (article 28)	<u>Area Around Hill of Rubislaw – Parking Review</u> It was agreed to instruct officers to investigate further the potential to introduce a Priority Parking Scheme, detailing estimated income/expenditure following	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	Hugh Murdoch	21.01.14	03.06.14

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold item overdue)</u> if	<u>Report Expected (if known)</u>
		further surveys and to report back to a future Committee with these findings	June 2014 Committee.			
18.	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 June 2014 committee.	Hugh Murdoch	21.01.14	03.06.14
19.	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	
20.	Enterprise, Strategic Planning and Infrastructure 29.08.13	Flood Guard Grant Scheme The Committee agreed:- 1. to the instigation of a grant for the provision of flood	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>
	(article 10)	<p>guards;</p> <p>2. that, subject to suitable funds being made available through the annual budget process, a sum up to a maximum of £50,000 be provided for the next 5 years to manage the project and approve the grant expenditures;</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>	<p>The allocation of a grant for the assistance in the supply of flood guards was included within the budget process but did not progress to inclusion within 2014-2015 budgets. (Request removal of this item from the Statement))</p>			
21.	Enterprise, Strategic Planning and	<p><u>Review of Parking Charges</u></p> <p>The Committee agreed to</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>
	Infrastructure 12.11.13 (article 4)	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.				
22.	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	A response to this item is hoped to be included within the Strategic and Local Transport Projects update report for this Committee in June 2014	Maggie Bochel	03.06.14	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold item overdue)</u> if	<u>Report Expected (if known)</u>
		employees to their place of employment.				
23.	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.	A report will be submitted to the June committee.	Maggie Bochel	03.06.14	03.06.14
24.	Council 18.12.13	<u>Sistema Scotland and Aberdeen - Report by Chief Executive</u> 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,	Report will be submitted to Council on 14 May 2014. Thereafter a report will be submitted to the Committee.	Neil Bruce (ECS)		03.06.14

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold if item overdue)</u>	<u>Report Expected (if known)</u>
		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.				
25.	Enterprise, Strategic Planning and Infrastructure 21.1.14 (article 4)	<u>Management of Parking</u> It was agreed to instruct the Director to report to the Committee on the proposal that the Enterprise, Planning and Infrastructure Service manage all parking across the city.		Hugh Murdoch	03.06.14	
26.	Enterprise, Strategic Planning and Infrastructure 21.1.14 (article 22)	<u>Community Facility Developer Contributions</u> The Committee agreed to note that a presentation would be delivered at a future meeting of the Committee in		Maggie Bochel	03.06.14	

<u>No.</u>	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update (new updates in bold)</u>	<u>Lead Officer(s)</u>	<u>Report Due (bold item overdue)</u> if	<u>Report Expected (if known)</u>
27.	Enterprise, Strategic Planning and Infrastructure 21.1.14 (article 24)	relation to community facility developer contributions. Quality Partnership for Public Transport The Committee agreed to 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.	Officers are in discussion with bus operators, NESTRANS Aberdeen Council officers exploring the possible infrastructure and bus service improvements that might form the first SQP in Aberdeen. A full report on this item is anticipated after the summer.	Maggie Bochel	04.09.14	
28.	Enterprise, Strategic Planning and Infrastructure 21.1.14 (article 12)	KIMO Membership The Committee agreed to continue membership of KIMO and to review the decision in twelve months time.		Maggie Bochel	January 2015	

**ENTERPRISE, STRATEGIC PLANNING AND INFRASTRUCTURE
MOTIONS LIST – Updated following meeting on 21 January 2014**

<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 Thomson</u></p> <p>“Where trees fall into either TPO or</p>	06.03.13	<p><u>Enterprise, Planning and Infrastructure 19.03.13</u></p> <p>The Committee agreed that officers be instructed</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</p>	Planning & Sustainable Development	03.06.14	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	<p>Conservation area category and an application for removal has been submitted by private individuals, enhanced neighbourhood 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>		<p>to submit a report on the terms of the motion to the next meeting of the Committee.</p>	<p>when an application is submitted by private individuals for tree removal which falls within either a TPO or Conversation area category by placing a notice on the nearest lamppost; and (ii) to monitor the workload impact of this initiative, as well as the number of representations received, and to report back to the Committee following the trial period.</p> <p>The Tree Officer left the Council before the end of the trial period and a replacement has just been appointed to finish the exercise and report on it. A report will be submitted to the meeting in June 2014.</p>			
3.	<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>	<p>Earlsparke Drive was considered along with all city roads for inclusion within the proposed works for 2014-15. The surface of the road was considered better than many others across the city and was not included in this years proposed Capital</p>	Asset Management and Operations		Yes

<u>No.</u>	<u>Motion</u>	<u>Date of Council Meeting</u>	<u>Committee Motion referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
	the section of Earlsparke Drive, Bieldside from number 1 – 22 be resurfaced. This to be funded from the 600k underspend in the general fund.”			programme. (Request that this item be removed from the Statement) Councillor Malone has indicated that as the motion hasn't been acted on, she would like it to remain on the Motions List.			

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