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To: Councillor Cooney, Convener; Councillors Jean Morrison MBE and Graham, Vice Conveners; and Councillors Allan, Crockett, Copland, Corall, Delaney, Dickson, Donnelly, Jackie Dunbar, Finlayson, Flynn, Grant, Hutchison, Laing, Milne, Sandy Stuart and Yuill

Town House,
ABERDEEN 17 August 2016

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

The Members of the **COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE** are requested to meet in Council Chamber - Town House on **THURSDAY, 25 AUGUST 2016 at 2.00 pm.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

DETERMINATION OF EXEMPT BUSINESS

- 1.1 Members are requested to determine that any exempt business be considered with the press and public excluded

REQUESTS FOR DEPUTATIONS

- 2.1 None at this time

MINUTE OF PREVIOUS MEETING

- 3.1 Minute of Previous Meeting of 17 May 2016 - for approval (Pages 7 - 30)

COMMITTEE BUSINESS, MOTIONS AND ANNUAL REPORTS LIST

- 4.1 Committee Business Statement and Annual Reports (Pages 31 - 44)
- 4.2 Motions List (Pages 45 - 50)

MOTIONS

- 5.1 Motion by Councillor Reynolds - Temporary Traffic Order B997 (Pages 51 - 62)

REFERRALS

- 6.1 Agent of Change Principle - Referral from Petitions Committee 20 April 2016 (Pages 63 - 68)
- 6.2 Community Empowerment - Referral from Petitions Committee 20 April 2016 (Pages 69 - 72)

FINANCE

- 7.1 2016/17 Trading Services Budget Monitoring (Pages 73 - 78)
- 7.2 2016/17 General Fund Revenue and Capital Budget Monitoring (Pages 79 - 96)
- 7.3 2016/17 Housing Revenue Account (Pages 97 - 106)
- 7.4 Request for approval of expenditure for Plumbing and Heating supplies through the submission of a Mini Bid on Scotland Excel - Supply and Delivery of Plumbing and Heating Materials (Pages 107 - 112)

PERFORMANCE MANAGEMENT AND SERVICE ISSUES

- 8.1 CHI Performance Report (Pages 113 - 136)

COMMUNITIES

- 9.1 Aberdeen Fire and Rescue - Control Room Verbal Update
- 9.2 Police Scotland - Performance Report 2015-16 (Pages 137 - 150)
- 9.3 Police Scotland, Service Centre and Area Control Room Resources across Aberdeen (Pages 151 - 152)

- 9.4 Strategic Housing Investment Plan - Site Update (Pages 153 - 160)
- 9.5 Shaping Middlefield Triangle site (Pages 161 - 188)
- 9.6 Participatory Budgeting for Locality Planning (Pages 189 - 192)
- 9.7 Middlefield Community Project Service Level Agreement (Pages 193 - 198)
- 9.8 New Disability Group for the City - Membership and Next Steps (Pages 199 - 204)
- 9.9 Installation of feature lighting to multi storey blocks at Balnagask - report to follow

PLANNING AND SUSTAINABLE DEVELOPMENT

- 10.1 Site OP63 Prime Four Business Park Development Framework - consultation responses (Pages 205 - 270)
- 10.2 Developer obligations (Pages 271 - 278)
- 10.3 Air Quality Update and ECO Stars Fleet Recognition Scheme (Pages 279 - 284)
- 10.4 Scottish Shared Scientific Services (Pages 285 - 294)
- 10.5 Microchipping of Dogs (Scotland) Regulations 2016 (Pages 295 - 298)
- 10.6 Grampian Joint Health Protection Plan (Pages 299 - 302)
- 10.7 Report on Flooding December 2015- January 2016 (Pages 303 - 310)

ECONOMIC DEVELOPMENT

- 11.1 Aberdeen City Hydrogen Energy Storage Business Case (Pages 311 - 316)
- 11.2 World Energy Cities Partnership Annual Report (Pages 317 - 320)
- 11.3 European Social Fund - Employability Pipeline (Pages 321 - 328)

- 11.4 International Trade Initiatives (Pages 329 - 340)
- 11.5 Partnerships, Projects & Funding Update (Pages 341 - 346)
- 11.6 Crowdfund Aberdeen (Pages 347 - 350)

TRANSPORT

- 12.1 Draft LTS Costed and Delivery Action Plan (Pages 351 - 404)
- 12.2 Draft Aberdeen Active Travel Action Plan (Pages 405 - 410)
- 12.3 External Funding for Transport Projects (Pages 411 - 420)
- 12.4 Various Small Scale Traffic Management and Development Associated Proposals (Stage 1 New Works) (Pages 421 - 464)
- 12.5 Various Small Scale Traffic Management and Development Associated Proposals (Stage 3 - Public Advert) (Pages 465 - 480)
- 12.6 Introduce parking charges to three existing car parks as per budget proposals (Stage 3) (Pages 481 - 552)
- 12.7 Parking issues around Hill of Rubislaw - informal consultation results (Pages 553 - 574)

ENVIRONMENT

- 13.1 Donmouth - Emergency Works (Pages 575 - 576)

ITEMS WHICH THE COMMITTEE MAY WISH TO CONSIDER IN PRIVATE

FINANCE

- 14.1 Award of ITT for Provision Of An Energy Efficiency Information, Support & Advice Service (Pages 577 - 582)
- 14.2 Request for approval of expenditure for tender exercises for several electrical services and works contracts (Pages 583 - 588)
- 14.3 Request for approval of expenditure for Various Construction Services, Work and Material Supply (Pages 589 - 594)

TRANSPORT

- 15.1 Bus Shelter Advertising Procurement Award (Pages 595 - 616)

PLANNING AND SUSTAINABLE DEVELOPMENT

- 16.1 Scottish Shared Scientific Services Appendix (Pages 617 - 646)

To access the Information Bulletins for this Committee please use the following link:

[Communities, Housing & Infrastructure Committee Information Bulletins](#)

Should you require any further information about this agenda, please contact Emma Parr,
tel 01224 522607 or email emparr@aberdeencity.gov.uk

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COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE

ABERDEEN, 17 May 2016. Minute of Meeting of the COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE. Present:- Councillor Cooney, Convener; Councillors Jean Morrison MBE and Graham, Vice-Conveners; and Councillors Allan, Copland, Corall, Delaney, Donnelly, Jackie Dunbar, Finlayson, Flynn, Grant, Hutchison, Laing, Milne, Nicoll (as substitute for Councillor Jackie Dunbar for Article 3; for Article 9 in his own right; and as substitute for Councillor Townson from Article 33), Reynolds (for Article 8), Sandy Stuart, Townson (as substitute for Councillor Dickson), Young (as substitute for Councillor Crockett) and Yuill.

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

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=503&MId=3839&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.

DETERMINATION OF EXEMPT BUSINESS

1. The Convener proposed that the Committee consider items 14.2, 14.3 and 14.4 with the press and public excluded, and noted that item 14.1 could now be heard in public and a revised report would be circulated.

Councillor Yuill, seconded by Councillor Delaney, moved as a procedural motion:-
to hear all the items in public.

On a division, there voted:- for the procedural motion (2) Councillors Delaney and Yuill; against the procedural motion (17) Convener, Vice Convener Morrison, Vice Convener Graham and Councillors Allan, Copland, Corall, Young, Townson, Jackie Dunbar, Finlayson, Flynn, Grant, Hutchison, Laing, Milne, Stuart and Donnelly.

The Committee resolved:-

- (i) to reject the procedural motion, and therefore in terms of Section 50(A) (4) of the Local Government (Scotland) Act 1973 to exclude the press and public from the meeting for item 14.2 so as to avoid disclosure of information of the class described in paragraph 9 of schedule 7 (A) of the Act; item 14.3 so as to avoid disclosure of information of the class described in paragraph 8 of schedule 7 (A) of the Act; and item 14.4 so as to avoid disclosure of information of the classes described in paragraphs 8 and 10 of schedule 7 (A) of the Act; and
- (ii) to note that item 14.1 would now be taken in public.

At this juncture, the Committee agreed to bring the next three items of business forward in order that the representatives from Police Scotland

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and Scottish Fire and Rescue could depart the meeting after their reports had been considered.

POLICING OF ABERDEEN CITY CENTRE

2. The Committee had before it a report by Police Scotland which provided an update on the delivery of the Policing Plan in Aberdeen City Centre and the collaborative working undertaken to achieve and deliver the objectives to ensure the City remains a safe and welcoming place to live, work and visit.

The Committee resolved:-

- (i) to note the content of the report;
- (ii) to note that a review of the Community Safety Hub would be carried out and reported back at a future meeting;
- (ii) to request that Police Scotland report the breakdown of figures for racially motivated assaults in Aberdeen City Centre; and
- (iii) to note the measures that have been put in place at Union Terrace Gardens following a number of incidents.

VERBAL UPDATE ON CALL CENTRES IN ABERDEEN

3. Superintendent McDowell of the Contact, Command & Control Division attended the meeting to provide an update on the future of the Aberdeen control room.

Superintendent McDowell advised that control room staff from Dundee had been given the opportunity to work in the Aberdeen control room to gain experience and learn the nuances involved. Following recommendations made by HM Inspectorate for Constabulary in Scotland (HMICS), Police Scotland were working to complete a number of recommendations and so far out of the 9 that had been presented to HMICS, 6 had been accepted as complete. In regards to the staff at the Aberdeen control room, measures had been put in place to support them including working groups and training materials to support them in finding new employment.

The Convener expressed concern regarding the loss of local knowledge. Superintendent McDowell clarified that ICT systems are in place to locate callers and there are translation services and a database for colloquial phrases available at all control rooms.

Councillor Yuill enquired if there were any Doric speakers at the Dundee control room. Superintendent McDowell responded that there were none but that there was 1 Gaelic speaker.

Councillor Finlayson enquired if control room staff in Aberdeen had been offered positions to relocate. Superintendent McDowell responded that they have a policy of no

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redundancies and that 6 members of staff from the Aberdeen control room were relocating to Dundee.

Councillor Townson sought clarification regarding major incidents such as the Piper Alpha disaster which resulted in a high level of calls. Superintendent McDowell responded that there was a major event room in Dundee for emergencies such as an offshore disaster.

Councillor Young enquired if Police Scotland were satisfied that even without having all the recommendations from HMICS implemented that Aberdeen would not be at a disadvantage. Superintendent McDowell responded that Aberdeen would not be disadvantaged and the division would not move forward with plans unless evidence is supplied proving this.

Councillor Nicoll enquired about the level of training given to a call handler. Superintendent McDowell responded that it was a pass or fail course for advisers with realistic situations to respond to.

Councillor Laing enquired how long it would take for all of HMICS recommendations to be implemented. Superintendent McDowell responded that there were a number that they were working on and looking to get acceptance at the end of June, whilst the remainder were long term and could take up to a year to complete.

Councillor Flynn thanked the Superintendent for the update and enquired how the move to Dundee regional control room would benefit Aberdeen City. Superintendent McDowell responded that the national system would ensure Aberdeen has wider access to resources as in the past there has been a lack of cross border cooperation and now these wider resources could be called upon and speed up response.

The Committee resolved:-

- (i) to note that Members are invited to visit a national call centre; and
- (ii) to request that Police Scotland circulate to the Committee the number of staff that were based at the control centre in Aberdeen when Police Scotland took over from Grampian Police.

ABERDEEN CITY LOCAL FIRE AND RESCUE PLAN ANNUAL PERFORMANCE REPORT 2015-16

4. The Committee had before it a report by the Local Senior Officer for Aberdeen City which provided the Local Fire and Rescue Plan Performance for the period 1 April 2015 to 31 March 2016.

The Local Senior Officer thanked Aberdeen City Council for their support during the flooding in December 2015 particularly Mike Cheyne.

The Committee resolved:-

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to note the content of the report.

MINUTE OF PREVIOUS MEETING OF 15 MARCH 2016

5. The Committee had before it the minute of its previous meeting of 15 March 2016 for approval.

The Committee resolved:-

to approve the minute as a correct record.

COMMITTEE BUSINESS STATEMENT AND ANNUAL REPORTS

6. The Committee had before it a statement of committee business and a list of annual reports prepared by the Senior Democratic Services Manager.

The Committee resolved:-

- (i) to the transfer item 17 – FCH- JU Commercialisation Study to the Finance, Policy and Resources Committee Business Statement;
- (ii) to transfer item 20 – Delivery of affordable housing and social housing to the Council Business Statement; and
- (iii) to note the updates provided.

MOTIONS LIST

7. The Committee had before it a list of motions prepared by the Senior Democratic Services Manager.

The Committee resolved:-

to note the updates provided.

MOTION BY COUNCILLOR REYNOLDS

8. With reference to Article 20 of the minute of meeting of Council of 19 August 2015, the Committee had before it a background report regarding the motion submitted by Councillor Reynolds:-

‘That it be remitted to the appropriate Committee, to instruct officers to bring forward a report supporting the need for a temporary traffic order restricting the use by HGVs to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999, with a view to the introduction of a permanent restriction.’

The Convener moved, seconded by Vice Convener Morrison:-

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to instruct officers to bring forward a report on viability of a temporary traffic order restricting the use by HGVs to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999, with a view to the introduction of a permanent restriction.

Councillor Flynn moved as an amendment, seconded by Councillor Stuart:-
that no further action be taken.

On a division, there voted:- for the motion (13) the Convener, Vice Convener Graham, Vice Convener Jean Morrison; and Councillors Allan, Delaney, Donnelly, Finlayson, Grant, Laing, Milne, Reynolds, Young and Yuill; for the amendment (7) Councillors Copland, Corall, Jackie Dunbar, Flynn, Hutchison, Stuart and Townson.

The Committee resolved:-
to adopt the motion.

MOTION BY COUNCILLOR NICOLL

9. With reference to Article 19 of the minute of meeting of Council of 2 March 2016, the Committee had before it a background report regarding the motion by Councillor Nicoll:-

‘That Officers identify and implement a system of work whereby areas currently identified in the Local Development Plan for development are circulated to the Directorates of the Council with a view to them identifying and commenting on possible developer obligations those Directorates consider may be appropriate, or may become appropriate should any request be received from a developer to progress a specific development. Instruct senior officers in Aberdeen City Council Directorates to keep under review possible planning obligations that may be sought from a developer should an area identified in the Local Development Plan as suitable for development be progressed’

Councillor Nicoll moved his motion, seconded by Councillor Copland.

The Convener moved as an amendment, seconded by Councillor Milne:-

That the Committee -

- (i) notes circular 3/2012 which sets out the circumstances in which developer obligations can be used and how they can be concluded efficiently;
- (ii) notes the joint Developer Obligations team is hosted by Aberdeenshire Council; and
- (iii) instructs the Director of Communities, Housing and Infrastructure to bring forward a report to the August Committee on the merit or otherwise of bringing this function back in house to ensure efficient management of the Section 75 process.

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On a division, there voted:- for the motion (10) Councillors Copland, Corall, Delaney, Jackie Dunbar, Flynn, Hutchison, Nicoll, Stuart, Townson and Yuill; for the amendment (10) the Convener, Vice Convener Graham, Vice Convener Jean Morrison and Councillors Allan, Donnelly, Finlayson, Grant, Laing, Milne and Young.

In terms of standing order 15 (5), the Convener exercised his casting vote in favour of the amendment.

The Committee resolved:-
to adopt the amendment.

WEIGHT RESTRICTION IN SCLATTIE PARK - CHI/16/024

10. With reference to Article 1 of the minute of the Petitions Committee meeting of 10 November 2015, the Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided survey results and consultation outcomes relating to HGVs using Sclattie Park and Kepplehills Drive.

The report recommended:-

That the Committee -

- (i) note the content of the report; and
- (ii) instruct officers to monitor the route and contact companies with a high HGV presence on the route to advise that Sclattie Park and Kepplehills Drive are not appropriate for the use and suggesting alternative routes on both the short and longer terms.

The Committee resolved:-
to approve the recommendations.

2015-16 TRADING SERVICES BUDGET MONITORING - CHI/16/062

11. The Committee had before it a report by the Director of Communities, Housing and Infrastructure and the Interim Director of Corporate Governance which advised of the current year trading services revenue budget performance to date for the services and advised on areas of risk and management action.

The report recommended:-

That the Committee –

- (a) consider and note the report and the information on management action and risks that is contained herein; and
- (b) instruct that officers report the year end position to the appropriate committee.

The Committee resolved:-
(i) to approve the recommendations; and

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- (ii) to request officers to provide an explanation to Councillor Jackie Dunbar in regards to the increase in administration charges relating to car parking.

2015-16 GENERAL FUND REVENUE & CAPITAL BUDGET MONITORING - CHI/16/063

12. The Committee had before it a report by the Director of Communities, Housing and Infrastructure and the Interim Director of Corporate Governance which advised on the current year general fund revenue and capital budget performance to date for the services and any areas of risk and management action.

The report recommended:-

That the Committee –

- (a) consider and note this report and the information on management action and risks that is contained herein; and
- (b) instruct that officers report the year end position to the appropriate committee.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) instruct officers to provide a breakdown of costings to Councillor Finlayson on the projected overspend on the hydrogen buses.

2015-16 HOUSING REVENUE ACCOUNT - CHI/16/064

13. The Committee had before it a report by the Director of Communities, Housing and Infrastructure and the Interim Director of Corporate Governance which provided an update on the 2015/16 Housing Revenue Account and Housing Capital Programme as at 29 February 2016 summarising both income and expenditure.

The report recommended:-

That the Committee –

- (a) note the financial information contained within the report;
- (b) instruct the Head of Finance to update the Committee in consultation with the Director of Communities, Housing and Infrastructure on the actual outturn position for 2015/16 following completion of the year end statutory accounts; and
- (c) approve the virements outlined in Appendix 3

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) in relation to a query by Councillor Copland regarding the £1.85million welfare reforms earmarked reserves and the £2million which is quoted in the 2016/17 budget papers, to instruct officers to provide an explanation.

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HOUSING SUPPORT FEE SETTING 2016-17 - CHI/16/036

14. The Committee had before it a report by the Director of Communities, Housing and Infrastructure and the Interim Director of Corporate Governance which sought approval to set revised Housing Service Charges from 1 July 2016.

The report recommended:-

That the Committee agree to implement the new Housing Service Charge Structure for 2016/17 as detailed in the report.

The Committee resolved:-

to approve the recommendation.

CHI PERFORMANCE REPORT - CHI/16/065

15. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update of key performance measures and the progress of key improvement work within Communities, Housing and Infrastructure.

The report recommended:-

That the Committee provide comments and observations on both the performance information contained in the report and also on the format and layout of the report.

The Director of Communities, Housing and Infrastructure highlighted key points in the report including the work being undertaken by the Countryside Rangers who recently recorded a pine marten in Hazlehead Woods. The Director advised that the 30 Syrian Refugees who arrived in Aberdeen in March 2016 had settled in and the response from all has been heart-warming. The Director also made reference to the Telecare System which was showcased for Members prior to the meeting. The system will provide reassurance to particularly older people at risk of falls, who have poor mobility, memory problems and long term health or care needs.

The Convener highlighted that the percentage of council properties with current gas safety certificates was at 100% which was a good achievement.

Councillor Delaney sought clarification regarding the street cleanliness that was down on target. The Environment Manager responded that new equipment would be arriving soon to deal with cleanliness.

Councillor Delaney also sought clarification on street lighting faults completed within 7 days. The Roads Operations Manager responded that there had been some issues with a sub-contractor and this had caused a backlog. Provisional current figures were showing that improvements have been made and moving forward the conversion to

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LED bulbs would see a service life increasing to 10 years as currently it is 18 months. The Committee also noted that it was a team of 3 and 1 external contractor servicing all street lighting in the City.

Councillor Yuill sought clarification regarding percentage of pothole repairs carried out within the target time between December 2015 and February 2016. The Roads Operation Manager responded that this had been due to weather related incidents including the flooding in December 2015.

The Committee resolved:-

- (i) to note the content of the report; and
- (ii) to instruct officers to report back to Councillor Copland the number of families in arrears that are on benefits.

FLEET MANAGEMENT AND PERFORMANCE REPORT - CHI/16/080

16. With reference to Article 18 of the minute of the meeting of the Audit, Risk and Scrutiny Committee of 25 June 2015, the Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update on the progress to date on developing a suite of performance indicators to report to this Committee at each meeting.

The report recommended:-

That the Committee -

- (a) note the actions taken and measures put in place in Fleet Services, for monitoring performance of Corporate Fleet Compliance; and
- (b) agree to the frequency of this report to move to every 6 months.

The Committee resolved:-

to approve the recommendations.

**HOUSING FOR VARYING NEEDS REVIEW - UPDATE AND PROPOSALS -
 CHI/16/066**

17. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update of the Review of Housing for Varying Needs – a Strategic Review of our sheltered and very sheltered housing.

The report recommended:-

That the Committee -

- (a) note the progress of transition to amenity housing at designated sheltered housing developments;
- (b) note the work to convert Provost Hogg Court from sheltered housing to very sheltered housing;
- (c) note the decommissioning of Smithfield Court to mainstream housing; and

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- (d) instruct officers to develop a range of methods of delivering the housing support service in agreement with Social Care and Welfare and Bon Accord Care to sheltered and amenity tenants in the transition blocks and in other blocks assessed as unsuitable as sheltered developments in the long term.

The Committee resolved:-

- (i) to approve the recommendations; and
- (ii) approve those developments with a current 'mainstream' recommendation as outlined in Appendix A, to be for applicants assessed as a need for sheltered or amenity housing and where this is not available the relaxed criteria or special lettings initiative may be applied to the allocation process.

VOID PROPERTY PERFORMANCE - CHI/16/071

18. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update on the progress made in improving void property management since the implementation of the transformation action plan in October 2015.

The report recommended:-

That the Committee -

- (a) note the considerable improvement in performance;
- (b) note the intention to keep special performance improvement measures in place;
- (c) note the intention to continue to develop measures to improve performance further; and
- (e) receive a further update report in 6 months' time.

The Committee resolved:-

to approve the recommendations.

EXTREME MEDICAL NEED FOR HOUSING - CHI/16/095

19. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval for the revision of criteria for conferring urgent priority under the scheme of allocations, in particular to provide for allocation of interim tenancies to balance immediate needs and preferences with available stock which would limit the time in which applicants are required to wait in seriously inadequate accommodation and to minimise delayed discharges from hospital for applicants waiting on allocation of suitable housing.

The report recommended:-

That the Committee -

- (a) amend the scheme of allocations in order that urgent priority for extreme medical need be conferred on the basis that the Council will offer the most appropriate

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accommodation to meet basic functional needs within a reasonable time period, typically 6-8 weeks;

- (b) provide for the allocation of 'step-down' properties which may serve as decants or interim tenancies where sought by Health and Social Care colleagues;
- (c) recognise that applicants may have preferences which extend beyond basic functional needs which cannot be provided for within a reasonable period, to delegate authority to the Head of Communities and Housing to approve discretionary moves for those who have been urgently rehoused due to medical needs and had sought particular areas or property types which will take longer to obtain;
- (d) instruct officers to review existing applications with urgent priority due to extreme medical need in order that an offer which meets those needs can be made to all such applicants within a reasonable period; and
- (e) amend the scheme of allocations to allow for the exceptional prioritisation of applications in instances where a medical assessment identifies elements of housing need which have not been afforded sufficient reasonable preference by default.

The Committee resolved:-

to approve the recommendations.

AFFORDABLE HOUSING DELIVERY - CHI/16/098

20. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update in regard to Section 75 financial contributions for affordable housing and the income received from the reduction in the Council Tax discounts for Second Homes and Long Term Empty Properties, and provided detailed of affordable houses completed in 2015/16 and those expected to be completed in 2016/17 through to 2017/18.

The report recommended:-

That the Committee -

- (a) note the content of the report;
- (b) instruct officers to continue to develop proposals for affordable housing projects to utilise the relevant funding (i.e. Section 75 financial contributions for affordable housing and the income received from the reduction in the Council Tax Discounts for Second Homes and Long Term Empty Properties), whether such projects are to be led by the Council or Registered Social Landlords;
- (c) agree to provide funding of £1,089,000 towards the Council's development costs in respect of the 99 units at the Smithfield Primary School site, such funding to come from income received from the reduction in the Council Tax Discounts for Second Homes and Long Term Empty Properties;
- (d) agree to provide funding of £880,000 towards the Council's development costs in respect of the 80 units at Manor Walk, such funding to come from income received from the reduction in the Council Tax discounts for Second Homes and Long Term Empty Properties; and

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- (e) agree to provide funding of up to £30,000 to assist with the purchase of a low cost home ownership unit (currently available for resale) by an individual who has a child with special needs currently in unsuitable accommodation. The funds provided would be secured to the Council by way of a legal agreement and would be repaid to the Council in any subsequent sale. No other suitable qualifying purchaser has applied to purchase the property and if no buyer is found the property will be sold on the open market with the Council receiving a secured amount to reinvest in affordable housing. The funding would come from the reduction in the Council Tax Discounts for Second Homes and Long Term Empty properties or Section 75 monies.

The Committee resolved:-

to approve the recommendations

UPGRADING WORKS TO 330-356 VICTORIA ROAD - CHI/16/090

21. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval for a project to undertake upgrading works to 330-356 Victoria Road.

The report recommended:-

That the Committee instruct the Director of Communities, Housing and Infrastructure to -

- (a) develop this proposed project in detail;
- (b) conclude the grant application with the grant funder that has indicated support for this project;
- (c) consult with the private owners of flats within these blocks, and seek their consent for the proposals; and
- (d) report back to Committee on these outcomes.

The Committee resolved:-

to approve the recommendations.

BACK COURT IMPROVEMENTS TO GRAMPAN PLACE, TULLOS CIRCLE AND TULLOS PLACE - CHI/16/053

22. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval for a project to make back court improvements to Grampian Place; Tullos Circle; and Tullos Place.

The report recommended:-

That the Committee instruct the Director of Communities, Housing and Infrastructure to -

- (a) develop this proposed project in detail;

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- (b) conclude the grant applications with the grant funder that has indicated support for this project;
- (c) consult with the private owners of flats within these blocks, and seek their consent for the proposals; and
- (d) report back to Committee on these outcomes.

The Committee resolved:-

to approve the recommendations.

CATHERINE STREET COURT - CHI/16/012

23. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval to develop the Catherine Street Court working in partnership with the Denis Law Legacy Trust (DLLT) and the Johan Cruyff Foundation to deliver Scotland's 'Cruyff Court', a modern recreational facility.

The report recommended:-

That the Committee -

- (a) approve development of the site to create a Cruyff Court; and
- (b) approve an external tendering process to appoint a contractor to undertake development works with contract value not to exceed the figure and with Council contribution set out within the related report within the Committee's exempt business.

The Committee resolved:-

to approve the recommendations.

STATION GATEWAY: DRAFT DEVELOPMENT BRIEF CONSULTATION RESULTS - CHI/16/018

24. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the results of the Station Gateway Draft Development Brief consultation, a summary of the representations received and officers' responses to these representations.

The report recommended:-

That the Committee -

- (a) note the representations received on the draft Station Gateway Draft Development Brief;
- (b) approve the revisions made based upon the findings of the consultation; and
- (c) to approve the draft Station Gateway Development Brief as Planning Advice.

The Committee resolved:-

- (i) to approve the recommendations; and

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- (ii) to instruct officers to report more explicitly regarding disabled access in any future reports.

**DRAFT SITE OP63, PRIME FOUR BUSINESS PARK DEVELOPMENT
 FRAMEWORK - CHI/16/083**

25. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which outlined the Site OP63, Prime Four Business Park Development Framework prepared as a strategy for the future development of land identified in the Proposed Aberdeen Local Development Plan (2015) as Opportunity Site 63.

The report recommended:-

That the Committee -

- (a) approve the Draft Prime Four (OP63), Development Framework for public consultation over a six week period; and
- (b) instruct the Director of Communities, Housing and Infrastructure to report the results of the public consultation and any proposed revisions to the Draft Development Framework to a subsequent meeting of this Committee.

The Planning Officer advised that due to a delay in consultation the Community Council could have an extra week added to the consultation period if they felt it necessary.

The Committee resolved:-

to approve the recommendations.

**ACC RESPONSE TO SCOTTISH GOVERNMENT CONSULTATION: DRAFT ADVICE
 ON NET ECONOMIC BENEFIT AND PLANNING - CHI/16/094**

26. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented a response to the Scottish Government's consultation on Draft Advice on Net Economic Benefit and Planning.

The report recommended:-

That the Committee agree the content of the report for submission to the Scottish Government.

The Committee resolved:-

to approve the recommendation.

EXTERNAL FUNDING FOR TRANSPORT PROJECTS - CHI/16/085

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27. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update on external funds that have been awarded to, or which may become available to, the Council for transportation projects.

The report recommended:-

That the Committee -

- (a) approve the draft Smarter Choices, Smarter Places programme for 2016/17;
- (b) approve the expenditure of approximately £210,391 in match funding available to the Council from the Scottish Government's Smarter Choices, Smarter Places programme 2016/17;
- (c) approve the expenditure of any funds awarded to Aberdeen City Council from the Scottish Government via the Air Quality Grant Scheme for the purposes described in the report; and
- (d) approve the release of approximately £6,000 from the Non-Housing Capital Programme Active Travel Infrastructure Fund for repairs and improvements to allow Grandholm pedestrian bridge to re-open to the public as soon as possible in the expectation that such money can be recouped by the Council later in the year when further external funding opportunities become available.

The Committee resolved:-

to approve the recommendations.

SUPPORTED BUS SERVICES - CHI/16/093

28. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised on the options for implementing two supported bus services.

The report recommended:-

That the Committee -

- (a) approve implementation of an evening supported bus services between Craigiebuckler/Airyhall and City Centre as detailed in appendix 1 and 2 to the report;
- (b) approve implementation of a three times daily supported bus services between Peterculter and Garthdee as detailed in appendix 1 and 2 to the report;
- (c) approve the fare level on both services for both adults and children, as detailed in the report; and
- (d) request officers to report back to the Communities, Housing and Infrastructure Committee on the level of use and performance of both services.

The Committee resolved:-

- (i) to approve recommendations (a), (b), and (c) as detailed in the report; and
- (ii) to request officers to report back to this Committee on the level of use and performance of both services, the cost of continuing both services and options for reallocating future savings towards other potential routes with an identified social need.

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FRASERBURGH AND PETERHEAD TO ABERDEEN STRATEGIC TRANSPORT STUDY - CHI/16/059

29. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the findings of the Fraserburgh and Peterhead to Aberdeen Strategic Transport Study – Part 1 Appraisal report, which had been developed by Nestrans with input from Aberdeen City Council, Aberdeenshire Council and Transport Scotland.

The report recommended:-

That the Committee -

- (a) note the contents of the report;
- (b) agree the findings of the Fraserburgh & Peterhead to Aberdeen Strategic Transport Study – Part 1 Appraisal Report;
- (c) agree that officers respond to Nestrans advising that this Council agrees that, subject to ongoing discussions with Transport Scotland and the Bus and Train operators, the two identified 'Road and Bus' and 'Rail and Bus' option packages are taken forward for a more detailed assessment in a STAG Part 2, and that this Council agrees that those elements of the packages that contain bus measures will provide some journey time and reliability benefits for bus passengers; and
- (d) instruct officers to continue to update this Committee via the bulletin on this project.

The Committee resolved:-

to approve the recommendations.

VARIOUS SMALL SCALE TRAFFIC MANAGEMENT & DEVELOPMENT ASSOCIATED PROPOSALS STAGE 1 - CHI/16/077

30. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which advised of the need for various small scale traffic management measures that had been identified and verified as necessary through surveys by officers. The report also presented proposals for individual disabled parking bays which now require to be progressed through the normal legal process for the required Traffic Regulation Order.

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

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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 bays and report back to a future meeting of this Committee.

The Committee resolved:-

to approve the recommendations.

**VARIOUS SMALL SCALE TRAFFIC MANAGEMENT & DEVELOPMENT
 ASSOCIATED PROPOSALS STAGE 3 - CHI/16/079**

31. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the thirteen orders at the final statutory stage.

- (1) The Aberdeen City Council (Broaddykes Drive, Aberdeen) (Prohibition of Waiting) Order 201 (X)
- (2) The Aberdeen City Council (Bellfield Road/Simpson Road, Aberdeen) (Prohibition of Waiting) Order 201(X)
- (3) The Aberdeen City Council (Greenbank Crescent, Aberdeen) (Prohibition of Waiting) Order 201 (X)
- (4) The Aberdeen City Council (Auchinyell Road/Garthdee Drive, Aberdeen) (Restrictions on length of waiting time and return period) order 201 (X)
- (5) The Aberdeen City Council (Cairngorm Drive, Aberdeen) (Prohibition of Waiting) Order 201 (X)
- (6) The Aberdeen City Council (Ashgrove Road, Aberdeen) (Prohibition of Waiting) (Revocation) Order 201 (X)
- (7) The Aberdeen City Council (Bloomfield Road, Aberdeen) (Prohibition of Waiting) Order 201 (X)
- (8) The Aberdeen City Council (James Street, Aberdeen) (Prohibition of Waiting) Order 201 (X)
- (9) The Aberdeen City Council (Northernmost Un-named Access Road off Kingswells Causeway serving Kingswells Park and Ride, Aberdeen) (Prohibition of Driving except for Buses and Cycles) Order 201 (X)
- (10) The Aberdeen City Council (Off-Street Car Parks, Aberdeen) Order 201 (X)
- (11) The Aberdeen City Council (Lang Stracht, Aberdeen) (Traffic Management) Order 201 (X)
- (12) The Aberdeen City Council (North Deeside Road, Peterculter, Aberdeen) (Loading Bay/Disabled Bay/Time restricted parking) Order 201(X)
- (13) The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen City) (Regulatory Parking Places) (Ref 2/16) Order 201 (X)

The report recommended:-

That the Committee note that none of the proposed orders were subject to objections and instruct that all thirteen orders be made and implemented accordingly.

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The Committee resolved:-

to approved the recommendation.

A96 PARK & CHOOSE AND DYCE LINK ROAD (STAGE 3 - PUBLIC ADVERT) - CHI/16/030

32. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which detailed the proposed Traffic Management proposals associated with the A96 Park and Choose and Dyce Link Road Traffic Regulation Order at the final statutory stage.

The report recommended:-

That the Committee instruct officers to make 'The Aberdeen City Council (A96 Park and Choose and Dyce Link Road, Aberdeen) (Traffic Management) Order 201 (X)' as originally envisaged.

The Committee resolved:-

to approve the recommendation.

INTRODUCE PARKING CHARGES TO THREE EXISTING CAR PARKS, AS PER BUDGET PROPOSALS (STAGE 2 - INITIAL STATUTORY) - CHI/16/068

33. With reference to Article 2 of the minute of the Council Budget Meeting of 25 February 2016, the Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the responses received as a result of the initial statutory consultation for introduction of parking charges and associated limits on time when parked at:-

- (1) Crombie Road Car Park, Torry
- (2) Dunmail Avenue Car Park, Cults; and
- (3) Station Road Car Park, Bucksburn.

The report recommended:-

That the Committee -

- (a) acknowledge the responses received as a result of the initial consultation; and
- (b) instruct officers in the Traffic Management team to proceed with the full statutory consultation / public advertisement to allow wider consideration of these proposals.

The Convener moved, seconded by Vice Convener Jean Morrison:-

That the Committee approve the recommendations in the report.

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

That the Committee –

- (a) acknowledge the responses received as a result of the initial consultation;

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- (b) in relation to Crombie Road Car Park, Torry and Station Road Car Park, Bucksburn to take no further action;
- (c) in relation to Dunmail Avenue Car Park, Cults to take no further action in relation to the introduction of pay and display parking charges and instruct officers to report to a future meeting of this Committee on the introduction of a 45 minute 'time limited' parking in this car park; and
- (d) recommend to the Finance, Policy and Resources Committee that any resulting financial shortfall is met from contingencies.

On a division, there voted, for the motion (10) the Convener, Vice Convener Graham, Vice Convener Jean Morrison, and Councillors Allan, Donnelly, Finlayson, Grant, Laing, Milne and Young; for the amendment (9) Councillors Copland, Corall, Delaney, Jackie Dunbar, Flynn, Hutchison, Nicoll, Stuart and Yuill.

The Committee resolved:-
to adopt the motion.

In line with Standing Order 36 (3), Councillor Yuill indicated that he wished that the report be referred to Council for decision. The Convener, after receiving advice from the Director and Senior Democratic Services Manager, ruled that referring it to Council would have a detrimental effect on the savings and therefore in line with Standing Order 36 (6) did not allow the matter to be referred to Council for a decision.

BUS LANE ENFORCEMENT NET SURPLUS - PROPOSED EXPENDITURE
2016/2017 - CHI/16/060

34. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval for the programme of proposed projects to be funded in 2016/17 using the net surplus from the Bus Lane Enforcement System generated in 2015/16.

The report recommended:-
That the Committee -

- (a) agree the proposed priority projects and the order thereof, to be implemented from 2016/17 onwards and funded by the net surplus raised from the Bus Lane Enforcement (BLE) System during 2015/16;
- (b) instruct officers to place any shortlisted schemes that cannot yet be funded on a reserve list so that, should additional funding be made available, they could be taken forward in this priority order; and
- (c) instruct officers of the Transport Strategy and Programmes team to include a copy of the report with Aberdeen City Council's report to the Scottish Government.

The Committee resolved:-
to approve the recommendations.

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MATTER OF URGENCY

The Convener intimated that he had directed in terms of Section 50 (B) 4 (b) of the Local Government (Scotland) Act 1973 that the following item be considered as a matter of urgency due to the imminent opening of the bridge and the requirement for it to be named.

ACCESS FROM THE NORTH PROPOSALS ("THIRD DON CROSSING") - NAMING OF THE NEW BRIDGE - CHI/16/058

35. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval to name the newly constructed bridge crossing the River Don as chosen by the pupils of two local primary schools.

The report recommended:-

that the Committee -

- (a) acknowledge the content of the report; and
- (b) approve that the newly constructed bridge crossing the River Don be officially named Diamond Bridge.

The Committee resolved:-

to approve the recommendations.

ABERDEEN CREMATORIUM AND HALL OF REMEMBRANCE MANAGEMENT RULES - CHI/16/052

36. With reference to Article 32 of the minute of its meeting of 20 January 2016, the Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the outcome of the formal public consultation on the draft Management rules for Aberdeen Crematorium and Hall of Remembrance.

The report recommended:-

That the Committee -

- (a) note that there were no objections or comments received following the public consultation regarding the draft Aberdeen Crematorium and Hall of Remembrance Management Rules 2016 and that no further modifications are required;
- (b) approve the form of the Aberdeen City Council (Aberdeen Crematorium and Hall of Remembrance) Management Rules 2016 as set out in Appendix 1; and
- (c) instruct the Head of Legal and Democratic Services to sign and seal the Management Rules on behalf of Aberdeen City Council. These Management Rules (Appendix 1) will then remain in force for a period of 10 years from the date of execution unless revoked by Aberdeen City Council.

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The Committee resolved:-

to approve the recommendations.

PROVISION OF FORESTRY CONSULTANCY SERVICES - CHI/16/082

37. The Committee had before it a report by the Director of Communities, Housing and Infrastructure, which sought approval for the Council to acquire the continuation of specialist expertise to assist in the development, design and delivery and promotion of the future sustainable management of the Council's woodland resource at strategic and operational levels.

The report recommended:-

that the Committee instruct officers to issue a Procurement Exercise for the Provision of Forestry Consultancy Services for the period 2016-2021 and that officers report back to Committee in August 2016 on progress made.

The Committee resolved:-

to approve the recommendation.

WASTE ENFORCEMENT REVIEW - CHI/16/076

38. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which provided an update on the progress of the Waste Enforcement Project in the city centre.

The report recommended:-

That the Committee -

- (a) note the content of the report; and
- (b) agree that a bulletin report will be submitted as a further update in 6 months' time.

The Committee resolved:-

to approve the recommendations.

MILL OF DYCE - DECLARE SURPLUS - CHI/16/086

39. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval to declare land owned by the Council at Mill of Dyce surplus to the requirements of Waste and Recycling Service.

The report recommended:-

That the Committee -

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- (a) agree that land at Mill of Dyce, is declared as surplus to the requirements of the Waste and Recycling Service; and
- (b) agree that this asset is transferred to Land, Property and Assets for future management/disposal.

The Committee resolved:-

to approve the recommendations.

FLOODING - PROPERTY LEVEL FLOOD PROTECTION GRANT - CHI/16/092

40. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval to introduce grant support for a Property Level Flood Protection Scheme in relation to domestic properties.

The report recommended:-

That the Committee -

- (a) agree to the introduction of grant support for the provision of Property Level Flood Protection for domestic dwellings;
- (b) note that a budget of £500,000 has been allocated for this project within the agreed Non-Housing Capital Budget, i.e. £100,000 a year from 2016/17 to 2020/21;
- (c) agree that a grant up to a maximum of £100 per property be made to affected property owners, on receipt of proof of expenditure for a Flood Survey for the property carried out by an accredited organisation;
- (d) agree that a grant of 50% of the cost of installing Property Level Protection up to a maximum of £1,575 per property be made to affected property owners, on receipt of proof of expenditure; and
- (e) instruct officers to monitor take up of the grant and to report back to the Committee via the 6 monthly Flood Bulletin.

The Committee resolved:-

to approve the recommendations.

NORTH EAST LOCAL FLOOD RISK MANAGEMENT PLAN 2016-21 - CHI/16/087

41. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval for the North East Local Flood Risk Management Plan (NELFRMP). The Plan contains statutory duties that Aberdeen City will be required to undertake during cycle 1 of the Flood Risk Management Plan 2016-2021. The obligations will start on 1 July 2016. The Plan has been produced in partnership with SEPA, Moray Council, Aberdeenshire Council and Scottish Water and its submission for approval is a requirement of the Flood Risk Management (Scotland) Act 2009.

The report recommended:-

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That the Committee -

- (a) approve the prioritised NELFRMP 2016; and
- (b) note that there are financial implications of delivering the NELFRMP 2016.

The Committee resolved:-

to approve the recommendations.

In accordance with the decision recorded under Article 1 of this minute, the following items were considered with the press and public excluded.

CHOICE BASED LETTINGS - CHI/16/096

42. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which reviewed the pilot to allocate some council properties via Choice Based Lettings (CBL).

The report recommended:-

That the Committee –

- (a) note the successful reduction in refusal rates for properties allocated via the CBL pilot and associated impact on void performance;
- (b) instruct officers to profile housing stock to designate properties with a high refusal rate;
- (c) amend the scheme of allocations to allocate ‘high refusal’ properties by CBL;
- (d) suspend Standing Order 1(6)(a) and instruct officers to commission a service to allocate ‘high refusal’ properties via Homehunt North East Scotland, in lieu of the special circumstances detailed within the report; and
- (e) instruct officers to notify current and prospective applicants for housing of this new approach.

The Committee resolved:-

to approve the recommendations.

PRIORITY FAMILIES SERVICE - CHI/16/072

43. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which sought approval to implement the proposed Priority Families Service.

The report recommended:-

That the Committee –

- (a) approve implementation of Priority Families Service.
- (b) approve the external commissioning of the Priority Families Service and appoint a service provider for the Delivery Unit for an initial 2 year period with the option

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to extend for a further 3 years subject to satisfactory performance with annual contract value not to exceed the amount as detailed in the report.

The Committee resolved:-

to approve the recommendations.

**SCOTTISH ENERGY EFFICIENCY PROGRAMME (SEEP) - PATHFINDER FUND
APPLICATION 2016-17 - CHI/16/088**

44. The Committee had before it a report by the Director of Communities, Housing and Infrastructure which presented the information for retrospective approval of a funding bid to the Scottish Government for the (SEEP) – Pathfinder Fund.

The report recommended:-

That the Committee approves the Council's bid for SEEP Pathfinder Funding.

The Committee resolved:-

to approve the recommendation.

- COUNCILLOR NEIL COONEY, Convener

COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE
COMMITTEE BUSINESS AND ANNUAL REPORTS
Updated 16 August 2016

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. Reports which are overdue are shaded (in blue).

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
1	Enterprise, Strategic Planning and Infrastructure 21/01/14 Article 24	<u>Quality Partnership for Public Transport</u> To note the discussions which had taken place 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, with a report back to Committee in 6 months' time on progress.	Recommended for removal - Council officers are at the early stages of reviewing the scope and possible content of a possible Quality Partnership which will likely involve the City Council, Aberdeenshire Council, Nestrans and bus operators. With a number of major infrastructure projects coming on line e.g. AWPR, 3rd Don, A96 Link road P&C/Broad Street/Road Hierarchy it is considered prudent to take the time and opportunity to ensure that we capture all of the likely content of such changes within a Quality Partnership. With the need to update the North East Bus Action Plan this piece of work is considered of more urgency than developing a potential fragmented legal partnership at this time. There will also be a benefit in that as other authorities establish similar legal frameworks we gain from their experience and knowledge. In the circumstances it is suggested this item be removed from the business list and officers will report back on the updated Bus Action Plan within the next two cycles.	Head of Planning and Sustainable Development	18/03/15
2	Enterprise, Strategic Planning and Infrastructure 12/11/13 Article 4	<u>Review of Emission Related Parking Charges</u> To instruct officers to monitor the benefits and outcomes of the emission related parking charges in other cities and to report back in 18 months in the following terms:- (a) establish the process and cost implications under which a residential	Recommended for removal - The City Centre Masterplan identified as an action a review of parking policies and strategy. It would be intended that any review would be able to consider the relevance, opportunities and obstacles to bringing in parking operations and legislation built around vehicle emissions. During this task we will also benefit from the	Head of Planning and Sustainable Development	19/05/15

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		permit scheme could be rolled out across the city as 'Phase 1' of an Emissions Based Parking Control (EBPC); and (b) establish the process and cost implications for a pay and display scheme to roll out across the city as 'Phase 2' of EBPC.	wider knowledge from our Civitas project partners and other cities within the Civitas network. It is suggested that this item be removed from the business list at this time as it will be addressed through a range of other activities being undertaken through the CCMP and the Civitas PORTIS project.		
3	Communities, Housing and Infrastructure 18/03/15 Article 15	<p><u>Leased Community Centres</u></p> <p>At its meeting of 18 March 2015, the Committee agreed amongst other things to request a progress report after September on the outstanding centres which had not yet signed up to the Management Agreement and lease.</p>	<p>The following Leased Community Centres are not yet signed up to the new Lease and Management Agreement: Airyhall Community Centre Management Committee, Danestone Community Centre Association, Ferryhill Community Centre, Hanover Community Centre Management Committee, and Kingswells Community Centre Management Committee.</p> <p>Officers have engaged with leased centres and are developing potential amendment options for the lease and management agreements.</p> <p>Report expected November 2016</p>	Head of Communities and Housing	27/10/2015
4	Communities, Housing and Infrastructure 17/05/16 Article 18	<p><u>Review of Voids Processes</u></p> <p>At its meeting of 17 May 2016, the Committee agreed amongst other things to receive a further update report in 6 months' time</p>	Expected November	Head of Communities and Housing	01/11/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
5	Enterprise, Strategic Planning and Infrastructure Committee 03/06/14 Article 28	<u>Advertising Bus Shelter</u> To instruct officers to report back to Committee with details of a preferred bidder for approval in Autumn 2015.	A report is on the agenda	Head of Planning and Sustainable Development	27/10/15
6	Petitions Committee 24/04/14 Article 2 Communities, Housing and Infrastructure Committee 28/10/14 Article 20	<u>A944 Lang Stracht to Westhill Cycle Route</u> (i) To agree that officers should liaise with the appropriate parties to aim for future development approvals within the corridor to be conditioned to provide improvements to the cycle route on the north side of the A944 to bring it up to a standard compatible with 'Cycling by Design', subject to planning approval; and (ii) To request a report back to Committee in a year's time if contributions from developers were not forthcoming within that time period.	A development framework has been prepared that contains the need for a Transport Assessment to include the potential cycle improvements to the A944 cycle lane as part of the Prime 4 Business Park Development	Head of Planning and Sustainable Development	27/10/15
7	Housing and Environment Committee 26/08/14 Article 13	<u>Haudagain Improvement Scheme</u> To request officers to provide regular updates to the Communities, Housing and Infrastructure Committee advising on how the relocation of tenants was progressing.	Council are now able to fund Home Loss Payments with reasonable disturbance payments and a contract has been awarded for assistance with this process. Process of identifying properties for moving the 136 households is well advanced with 109 moved, 2 waiting for completion of works with 5 under offer leaving 20 to rehouse. Officers are working with these households on an individual basis. Update on the information bulletin	Head of Communities and Housing	Ongoing
8	Communities, Housing and Infrastructure	<u>Installation of Feature Lighting to Multi-Storey Blocks at Balnagask</u> At its meeting of 19 May 2015, the	A report is on the agenda	Head of Land and Property Assets	27/10/2015

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	19/05/15 Article 19	Committee resolved to instruct officers to develop the proposed project in detail; to consult with the private owners of flats within the blocks to seek consent for the proposals; and to report back to Committee on the outcomes.			
9	Communities, Housing and Infrastructure 19/05/15 Article 20	<u>Seaton Backies One</u> At its meeting of 19 May 2015, the Committee resolved to instruct officers to develop the proposed project in detail; to conclude grant application with the funders who had indicated support for the project; to consult with the private owners of flats within the blocks to seek consent for the proposals; to request that officers continue to look for additional funding opportunities which might enable the project to be rolled out elsewhere; and to report back to Committee on the above as soon as possible.	Recommended for removal – update provided on the August information bulletin. The works on site are practically complete. The formal opening of the new play areas was held on 18th June 2016. The works funded by Aberdeen Forward have been completed and their grant claimed and received. Funding came from Aberdeen Forward and Aberdeen Greenspace. All private owners, that were contactable, supported the demolition of the wash houses. It is intended that further projects are developed in the manner of the first Seaton Backies project. Committee approved the “Torry Backies” and “330-356 Victoria Road” projects, on 17th May 2016. These were the first, grant assisted, successor projects. It is envisaged that further, grant assisted, improvement projects will also be developed for Seaton, and other areas of multiple deprivation within Aberdeen.	Head of Land and Property Assets	27/10/2015
10	Communities Housing and Infrastructure Committee 15/03/16 Article 14	<u>Houses in Multiple Occupation</u> At its meeting of 15 March 2016, the Committee resolved to instruct officers to report back to August Committee – (i) the number and capacity of licensed houses in multiple occupation in all 13 wards broken down to proposed localities within each ward; (ii) the need for housing	Following consultation a requirement for further assessment work was identified. Report expected November	Head of Communities and Housing	25/08/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		<p>accommodation in each proposed locality and the extent to which HMO's are required to meet that need; and</p> <p>(iii) a recommendation on whether or not the Council ought to set a threshold for overprovision of HMO's in the relevant localities, including proposals for the levels of thresholds for each locality.</p>			
11	Communities, Housing and Infrastructure Committee 27/08/15 Article 20	<p><u>Council House Rent Policy</u></p> <p>At its meeting of 27 August 2015 the Committee resolved:-</p> <p>(i) to instruct consultation with tenants on a rent increase for 2016/17 based on the existing policy of RPIX +1%. The July 2015 figure for RPIX is 1.1%;</p> <p>(ii) to instruct consultation with tenants on a new rent policy for 2017/18 onwards; and</p> <p>(iii) to instruct a report to a future committee on the views received from the consultation together with a proposal for a new rent increase policy.</p>	Report expected November	Head of Communities and Housing	01/11/2016
12	Communities, Housing and Infrastructure Committee 27/08/15 Article 30	<p><u>North East of Scotland Road Casualty Reduction</u></p> <p>At its meeting of 27 August 2015 the Committee resolved, amongst other things, to note the current position with regard to Road Casualty figures as detailed in the instruct officers to develop by October 2015 a formal strategy and associated action plan on a collaborative basis across the</p>	This report is dependent on several councils input and these discussions have been delayed. Report expected November.	Head of Public Infrastructure and Environment	25/08/2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		key agencies, including engagement and approval through the relevant Community Safety Partnership networks, and report back to a future committee.			
13	Enterprise, Strategic Planning and Infrastructure Committee 29/08/13 Article 27 Communities, Housing and Infrastructure 19/05/15 Article 25	<u>Reduction in Speed Limit A944 to B9119 from 50mph to 40mph</u> At its meeting of 19 May 2015, in relation to the A944/Skene Road / Queens Road / Lang Stracht proposed 40MPH speed limit, the Committee instructed officers to commence preliminary statutory consultation on the order, but also requested that officers report back to Committee in relation to a review of speed limits in this area once the new signal controls were in place for the AWPR.	This report is dependent on the signals at the Crematorium to be commissioned by the time we collect the data, which we do not do during the summer holiday period, this will now come to November Committee.	Head of Public Infrastructure and Environment	On completion of new signal controls for AWPR – 2016/17
14	Council 25/02/16 Article 2	<u>Energy Services Company</u> At its meeting of 25 February 2016, the Council agreed to instruct the Director of Communities, Housing and Infrastructure to report back to the August 2016 meeting of the Communities, Housing and Infrastructure Committee having explored options for the development of an Energy Services Company (ESCo) to provide a heat network and to manage the heat and electricity that will be produced from the proposed Energy from Waste facility at Tullos.	Recommended for removal this will now be reported to Council	Director of Communities, Housing and Infrastructure	25/08/16
15	Communities Housing and Infrastructure Committee 15/03/16 Article 8	<u>Pedestrian Crossing on Scotstown Road</u> At its meeting of 15 March 2016 the Committee agreed that a report on the area should come back to August Committee.	The CCTV cameras required to carry out the requested survey could not be installed prior to the summer break. Due to peak usage periods being during the school term, full usage figures will not be available until after the August CH&I Committee meeting.	Head of Public Infrastructure and Environment	25/08/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
			Report expected November		
16	Petitions Committee 20/04/16 Article 1	<u>Fishing Boats at Cove Harbour</u> At its meeting of 20 April 2016 the Committee resolved amongst other things to request a report to the Communities, Housing and Infrastructure Committee August meeting to investigate the viability of the Community using the Community Empowerment Bill to pursue the purchase of the land at the Harbour.	A report is on the agenda	Richard Hempseed	25/08/16
17	Petitions Committee 20/04/16 Article 2	<u>Agent of Change Principle</u> At its meeting of 20 April 2016, the Committee resolved amongst other things to request that a report goes to the Communities, Housing and Infrastructure Committee August meeting to investigate the impact of adopting the Agent of Change principle as a Council.	A report is on the agenda	Head of Planning and Sustainable Development	25/08/16
18	Council 11/05/16	<u>Roads Hierarchy</u> At its meeting of 11 May 2016, Council agreed to instruct officer to engage with stakeholders on the proposed framework and intended hierarchy including an online consultation with stakeholders and the public, and report back to the appropriate Committee after the Summer recess.	Stakeholders and public consultation material is currently being prepared and once the consultation responses have been reviewed officers anticipate they will report back to Committee next cycle. Report expected November		01/11/16
19	Council 11/05/16	<u>Berryden Corridor Improvements</u> At its meeting of 11 May 2016, Council agreed amongst other things to instruct the	Recommended for removal - this will be reported to Council August alongside the instruction from Council on 11 May 2016		25/08/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		Director of Communities, Housing and Infrastructure to report the outcome of negotiations with the developers of the Cornhill site to explore the possibility of incorporating advanced roadworks for the Berryden scheme within the proposed development site access to the Communities, Housing and Infrastructure Committee on 25 August 2016 (with the flexibility to report to a meeting of the Urgent Business Committee if necessary) in order to seek approval to enter into agreement to pay for works where they would minimise network disruption and be economically advantageous for the delivery of the overall scheme.	regarding a Compulsory Purchase Order for the project.		
20	Communities, Housing and Infrastructure 17/05/16 Article 21	<u>Upgrading Works to 330-356 Victoria Road</u> At its meeting of 17 May 2016, the Committee resolved to:- (i) to develop this proposed project in detail; (ii) to conclude the grant application with the grant funder that has indicated support for this project; (iii) to consult with the private owners of the flats within the blocks, and seek their consent for the proposals; and (iv) to report back to Committee on these outcomes	Report expected November	Head of Land and Property Assets	01/11/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
21	Communities, Housing and Infrastructure 17/05/16 Article 22	<u>Back Court Improvements to Grampian Place, Tullos Circle and Tullos Place</u> At its meeting of 17 May 2016, the Committee resolved to:- (i) to develop this proposed project in detail; (ii) to conclude the grant applications with the grant funder that has indicated support for this project; (iii) to consult with the private owners of flats within these blocks, and seek their consent for the proposals; and (iv) to report back to Committee on these outcomes	Report expected November		01/11/16
22	Communities, Housing and Infrastructure 17/05/16 Article 25	<u>Draft Site OP63, Prime Four Business Park Development Framework</u> At its meeting of 17 May 2016, the Committee resolved to approve the Draft Prime Four (OP63) Development Framework for public consultation and to report back the results and any proposed revisions to a future meeting of the Committee.	A report is on the agenda		01/11/16
23	Communities, Housing and Infrastructure	<u>Provision of Forestry Consultancy Services</u> At its meeting of 17 May 2016, the Committee resolved to instruct officer to	Tender has been sent out with 4 businesses submitting a quote. The service is currently in the process of scoring submissions with a view to awarding soon. Update expected	Head of Public Infrastructure and Environment	25/08/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	17/05/16 Article 37	issue a procurement exercise for the provision of forestry consultancy services for the period 2016-2021 and report back to Committee in August 2016 on progress made.	November.		
24	Council 29/06/16	<p><u>City Centre Masterplan Project EN01 - Broad Street</u></p> <p>At its meeting of 29 June 2016, the Committee resolved amongst other things to instruct officers to work with Muse regarding the detailed design for Broad Street and to report back to the first appropriate committee and to instruct officers to commence the necessary legal procedures of preliminary statutory consultation for the Traffic Regulation Order (TRO) as described in the report, and then progress with the public advertisement and report the results of both the preliminary statutory consultation and public consultation to the Communities, Housing and Infrastructure Committee in November 2016.</p>	Report expected November	City Centre Director	01/11/16
25	Council 29/06/16	<p><u>Heat Network Torry - Phase 1</u></p> <p>At its meeting of 29 June 2016, the Council resolved to instruct the Director of Communities, Housing and Infrastructure to develop a brief for the scope of works to procure the services of technical consultants to produce a fully costed</p>	Report expected November	Head of Land and Property Assets	01/11/16

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
		detailed design of the Phase 1 heat network in Torry and to provide an initial assessment of how this could be further extended within the Torry area and more widely across the city; proceed to procure and appoint technical consultants; and prepare a report to a future committee meeting with the findings.			
Annual Reports					
1	Housing and Environment 29/10/03 Article 10	<u>Private Sector Housing – Enforcement Funding</u>	To request the Director of Communities, Housing and Infrastructure to bring further annual reports to Committee on future developments (or earlier as required) Update on information bulletin	Head of Communities and Housing	August 2016
2	Housing and Environment 26/08/14 Article 9	<u>Development of an Asset Management Model for the Council's Housing Stock</u>	To instruct the Director of Communities, Housing and Infrastructure to report annually on the future high levels outcomes and now these will influence decision making on the housing stock. Regular meetings continue to be held with our consultants on the development of the Housing asset management strategy. Good progress was made at the last meeting on 11 March and it is envisaged that a report on the finalised draft of the strategy and the position of the updated model will be presented to the next cycle of the committee. Expected November	Head of Land and Property Assets	January 2016
3	Housing and Environment	<u>Aberdeen in Bloom</u>	To report each year on the Aberdeen in Bloom campaign. Update on information bulletin	Head of Public Infrastructure and Environment	October 2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
4	Housing and Environment 14/01/14	<u>Countryside Ranger Service Five Year Plan</u>	To receive an annual report on the Countryside Ranger Service Annual Report.	Head of Public Infrastructure and Environment	January 2017
5	Housing and Environment 19/11/09 Article 27	<u>Responsible Dog Ownership</u>	To instruct the Director of Communities, Housing and Infrastructure to provide an annual update report on responsible dog ownership to the Communities, Housing and Infrastructure Committee.	Head of Planning and Sustainable Development	January 2017
6	Housing and Environment 01/03/11 Article 34	<u>Air Quality Action Plan</u>	To instruct the Director of Communities, Housing and Infrastructure to report annually on progress.	Head of Planning and Sustainable Development	January 2017
7	Communities, Housing and Infrastructure 13/01/15 Article 18	<u>Sponsorship of Business Awards</u>	To request an annual report on the impact of the business award sponsorship activity. Update on information bulletin	Head of Economic Development	January 2016
8	Communities, Housing and Infrastructure 15/03/16 Article 19	<u>Environmental Noise Action Plan Update</u>	To instruct relevant officers within the Communities, Housing and Infrastructure Service to continue with the implementation of the Noise Action Plan and report annually on progress	Head of Planning and Sustainable Development	March 2017
9	Communities, Housing and Infrastructure 18/03/15 Article 18	<u>Short Term Housing for Key Workers</u>	Recommended for removal , this will be dealt with as part of the budget process.	Head of Communities and Housing	August 2016
10	Communities, Housing and Infrastructure	<u>Deer Management</u>	At its meeting of 27 October 2015 the Committee resolved to agree to the implementation of the Deer Management Plan;	Head of Public Infrastructure and	October 2016

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
	27/10/15 Article 27		and requested that an update on progress of the plan be reported back to Communities, Housing and Infrastructure in 12 months' time. .	Environment	
11	Communities Housing and Infrastructure 20/01/16 Article 21	<u>Memorandum of Understanding with Pemba, Mozambique</u>	At its meeting of 20 January 2016 the Committee resolved amongst other things to request officers to report annually to Committee to review outcome achieved as a result of the MOU.	Head of Economic Development	January 2017
12	Communities Housing and Infrastructure 20/01/16 Article 17	<u>Buildings Performance Policy</u>	At its meeting of 20 January 2016 the Committee agreed amongst other things to report back to Committee with an update on progress of the process in 12 months' time.	Head of Planning and Sustainable Development	January 2017
13	Communities, Housing and Infrastructure 17/05/16 Article 28	<u>Supported Bus Services</u> At its meeting of 17 May 2016 the Committee agreed amongst other things to request that officers report back on the level of use and performance of the supported bus services, the cost of continuing the services and options for reallocating future savings towards other potential routes with an identified social need.		Head of Planning and Sustainable Development	May 2017
14	Communities Housing and Infrastructure 15/03/16 Article 15	<u>HMO License Fees</u> At its meeting of 15 March 2016 the Committee agreed that the Committee continue with the current HMO licence fee structure for 2016/17.		Head of Communities & Housing	January 2017

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**COMMUNITIES, HOUSING AND INFRASTRUCTURE
MOTIONS LIST – Updated 16 August 2016**

<u>No.</u>	<u>Motion</u>	<u>Date of Council/Committ ee Meeting</u>	<u>Committee 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.	Notice of Joint Motion by Councillors Boulton and Delaney “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”.	13.03.14	At its meeting on 28 October 2014, the CH&I Committee resolved:- that officers – (i) be instructed to carry out further investigations on implementing a layout for bus stops / laybys in both directions and a pedestrian crossing in the immediate vicinity of Kingswells Church A944 Hazlehead to Westhill Road; (ii) be instructed to carry out further investigations on implementing a layout for bus stops / laybys in both directions and a pedestrian crossing in the immediate vicinity of the Five Mile garage on the A944 Hazlehead to Westhill Road; and (iii) be instructed to enter negotiations with the intention of securing developer	At its meeting of 27 August 2015, the Committee resolved:- (i) to agree that any future development within this area should be conditioned to incorporate public transport facilities where feasible; (ii) to agree that due to the ongoing works at the Five Mile Garage in connection with the AWPR, along with the proposed expansion to the Prime Four development, no work should be carried out on introducing bus stops/laybys or pedestrian crossings on the A944 until such a time as the proposed expansion to the Prime Four development is agreed and after the AWPR becomes operational; (iii) to instruct officers to continue discussions with the developers in order to ensure that contributions are secured from future phases of the Prime Four	Head of Public Infrastructure and Environment	August 2017	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council/Committee Meeting</u>	<u>Committee 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>
			contributions from future phases of Prime Four in order to deliver these necessary infrastructure improvements at no cost to Aberdeen City Council.	<p>development to allow the necessary infrastructure improvements to be introduced at no cost to Aberdeen City Council; and</p> <p>(iv) to instruct officers to update the committee in 12 months' time.</p> <p><u>Update for 25 August 2016 meeting</u></p> <p>Due to the lack of new development in the area of the Prime 4 site there have been no developers contributions to take this proposal forward at this time.</p> <p>A report is expected to come back in 12 months as by this time it is hoped development will have picked up in the area and the completion of the AWPR.</p>			

<u>No.</u>	<u>Motion</u>	<u>Date of Council/Committee Meeting</u>	<u>Committee referred to / date/ decision of Committee</u>	<u>Action taken / Proposed Future Action</u>	<u>Responsible Head(s) of Service</u>	<u>Due Date</u>	<u>Is authority sought to remove motion from list?</u>
2.	<u>Notice of Motion by Cllr Reynolds</u> "That Council requests officers to investigate options for and the installation of a cash machine within Marischal College, for use by staff and members of the public."	08.10.14 (Council)	<u>Communities, Housing and Infrastructure Committee</u> <u>28.10.14</u> to request that a report be prepared in relation to the motion.	Difficulties are to ensure that it is cost effective for the Council to take this forward	Head of Land and Property Assets	18.03.15	No
3	<u>Motion by Councillor Reynolds</u> "That it be remitted to the appropriate Committee, to instruct officers to bring forward a report supporting the need for a temporary traffic order restricting the use by HGV's to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999, with a view to the introduction of a permanent restriction."	19.08.15 (Council)	<u>Communities, Housing and Infrastructure Committee</u> <u>27.10.15</u> To request that a report be prepared for a future meeting	<u>Communities, Housing and Infrastructure Committee</u> <u>17.05.16</u> To instruct officers to bring forward a report on the viability of a temporary traffic order restricting the use by HGV's to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999, with a view to the introduction of a permanent restriction. A report is on the agenda	Head of Public Infrastructure and Environment	25.08.16	No

<u>No.</u>	<u>Motion</u>	<u>Date of Council/Committee Meeting</u>	<u>Committee 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>
4	<p><u>Motion by Councillor Nicoll</u> "That officers identify and implement a system of work whereby areas currently identified in the Local Development Plan for development are circulated to the Directorates of the Council with a view to them identifying and commenting on possible developer obligations those Directorates consider may be appropriate or may become appropriate should any request be received from a developer to progress a specific development.</p> <p>Instruct senior officers in Aberdeen City Council Directorates to keep under review possible planning obligations that may be sought from a developer should an area identified in the Local Development Plan as suitable for development be</p>	02.03.16	<p><u>Council 02.03.16</u> to refer the motion to the meeting of the Communities, Housing and Infrastructure Committee on 17 May 2016.</p>	<p><u>Communities, Housing and Infrastructure Committee 17.05.16</u> The Committee resolved:- (i) to note circular 3/2012 which sets out the circumstances in which developer obligations can be used and how they can be concluded efficiently; (ii) to note the joint Developer Obligations team is hosted by Aberdeenshire Council; and (iii) to instruct the Director of Communities, Housing and Infrastructure to bring forward a report to the August Committee on the merit or otherwise of bringing this function back in house to ensure efficient management of the Section 75 process.</p> <p>A report is on the agenda</p>	Head of Planning & Sustainable Development	25.08.16	

<u>No.</u>	<u>Motion</u>	<u>Date of Council/Committee Meeting</u>	<u>Committee 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>
	progressed.						
5	<p><u>Motion by Councillor Jennifer Stewart</u></p> <p>“To instruct officers to investigate the possibility of extending the remit of the Blue Badge Enforcement Officer to include Enforcement of misuse of residents and business parking permits and report back to the appropriate committee.”</p>		<p><u>Council 11.05.16</u> to refer the motion to the Communities, Housing and Infrastructure Committee.</p>	<p>Convener has requested a background report to be submitted to the 1 November meeting and Councillor Stewart has been invited to speak to her motion as we unable to attend August meeting.</p>	<p>Head of Communities and Housing</p>	01.11.16	

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	27 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Motion by Councillor John Reynolds: “That it be remitted to the appropriate Committee, to instruct officers to bring forward a report supporting the need for a temporary traffic order restricting the use by HGV’s to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999, with a view to the introduction of a permanent restriction.”
REPORT NUMBER	CHI/16/144
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

At its meeting on 27 October 2015 the Communities, Housing and Infrastructure Committee was presented with a motion by Councillor Reynolds - referred by Council on 19 August 2015. This motion specified:

To instruct officers to bring forward a report supporting the need for a temporary traffic order restricting the use by HGV’s to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999, with a view to the introduction of a permanent restriction.

As a result of this motion the Committee resolved to instruct officers to bring forward a report regarding this issue to a future meeting of the Communities, Housing and Infrastructure Committee.

2. RECOMMENDATION(S)

It is recommended this Committee:

- (i) Note the contents of this report;

- (ii) consider the impact that the existing and proposed changes outlined in this report will have on the volume and speed of HGV traffic on Shielhill Road;
- (iii) resolve not to instruct officers to introduce a temporary traffic regulation order restricting the use by HGVs to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999.

3. FINANCIAL IMPLICATIONS

There are no financial implications relating to the recommendations set forth in this report. All proposals supported by the recommendations of this report have funding allocated or will be funded by the developer.

There would be cost implications should HGV restrictions be enforced on Shielhill Road. A Temporary Traffic Regulation Order (TTRO) would be required to introduce measures to control traffic movements, this would cost £825. The cost of then progressing a permanent TRO would be in the region of £2000. Regulatory signs would be erected on site to give effect to the TTRO and subsequent TRO and to assist the police in carrying out its enforcement. The required signage would cost around £2000.

4. OTHER IMPLICATIONS

Police Scotland are not supportive of a traffic regulation order restricting the use by HGVs to access only on the unnumbered road running from the B997, past Shielhill Farm to the B999 (Shielhill Road). This stance is being taken on the basis that such a restriction would be extremely difficult to enforce with the current building operations and existing industrial premises along this route. To enforce this restriction, police vehicles would be required to pursue HGVs, from either the B997 junction or the B999 junction, for the length of the restriction. This is to ensure the vehicle is definitely not using this road to gain entry to one of the many sites requiring HGV access along Shielhill Road. Police Scotland contend that any restriction would need to be 'self-enforcing', meaning a complete ban on HGV access on this section of road, to allow any HGVs on this road to be stopped immediately. This is not feasible given the current access requirements of the Dubford Housing Development, Walker Technical Resources, the Breedon Aggregates quarry, as well as the various farms that utilise this route.

5. BACKGROUND/MAIN ISSUES

5.1 *HGV Route Information*

The unnumbered road running from the B997, past Shielhill Farm to the B999 (Shielhill Road) is a single carriageway road, running from the B997 to the B999, and lies to the north of Aberdeen City. There are narrow grass verges along the majority of its length and no street lighting present. The speed limit on the section of road between its junction with the B997 and the roundabout at Shielhill Farm is 60mph (national speed limit). The prescribed speed limit drops to 40mph to the east of this roundabout before returning to the national speed limit, approximately 235 metres west of its junction with B999 (see Appendix 3). Issues have been raised by a resident of the area regarding the use of this route by HGVs travelling between Dyce and the Bridge of Don Industrial estate. The following sections of this bulletin report highlight the main issues surrounding the possible introduction of a temporary traffic order restricting the use by HGV's to access only on Shielhill Road.

Restricting the use of Shielhill Road by HGV traffic would result in these vehicles diverting to the industrial estate via Scotstown Road and The Parkway. These are two busy distributor routes, through residential sections of the Bridge of Don and are in close proximity to schools, indicating significant levels of child pedestrians. In particular it should be noted that there are a significant number of pupils from Oldmachar Academy that cross Scotstown Road, when travelling to and from the school. Moreover, these routes both have existing cycling facilities (with additional cycling facilities planned). With regards to these issues, officers consider an increase in HGV traffic along these routes may have a serious impact on the road safety of vulnerable road users, such as child pedestrians and cyclists.

5.2 Impact of the Aberdeen Western Peripheral Route

Once completed in late 2017, it is expected the majority of HGV traffic that currently utilises Shielhill road, as a route between Dyce and Bridge of Don, will be displaced onto the AWPR – travelling south on the A90 from the Blackdog junction. Whilst there will still be a number of HGVs using the route for access purposes, as well as an expected minority who may choose to exit the AWPR at the new Goval junction and continue in a city-bound direction via the surrounding rural roads, the new bypass will have a substantial impact of the volume of HGVs currently utilising Shielhill road.

5.3 HGV Speed Assessment

A speed survey, using a radar device, was conducted on Shielhill Road, adjacent to the complainant's property located in close proximity to the junction with the B999, between Thursday 20 August and Monday 31 August, 2015. The radar unit used to conduct this survey is also capable of monitoring lengths of

vehicles. In this respect, all data captured relating to vehicles greater than 6.5 metres in length has been used to represent HGVs for the purposes of this speed assessment. This approach may mean that the data also includes some smaller vehicles, which may not usually be classified as HGVs, that is vehicles greater than 7.5 tonnes, however this information gives a good indication of HGV speeds and traffic volumes without discounting smaller HGVs.

Table 1 (below) displays a summary of the average daily speeds and volumes of vehicles greater than 6.5 metres in length for the twelve-day survey period.

Time	Mean Total Vol.	Mean Ave. Speed (mph)	Mean Vol. per Recorded Speed Interval								
			6-<11 (mph)	11-<16 (mph)	16-<21 (mph)	21-<26 (mph)	26-<31 (mph)	31-<36 (mph)	36-<41 (mph)	41-<46 (mph)	46-<51 (mph)
04:00	1	31.9	0.0	0.0	0.0	0.1	0.1	0.4	0.0	0.0	0.0
05:00	1	36.4	0.0	0.0	0.0	0.0	0.2	0.5	0.2	0.1	0.0
06:00	5	32.2	0.0	0.0	0.2	0.6	1.4	1.9	0.7	0.3	0.0
07:00	12	31.9	0.0	0.0	0.2	1.3	3.6	4.9	1.6	0.4	0.0
08:00	18	30.3	0.0	0.5	0.8	2.0	7.6	5.0	1.7	0.5	0.0
09:00	15	30.5	0.0	0.7	1.6	2.0	3.9	4.8	1.9	0.3	0.1
10:00	16	31.3	0.0	0.3	0.4	1.7	5.2	5.2	2.4	0.5	0.3
11:00	13	31.5	0.0	0.5	0.0	1.4	3.4	4.9	2.1	0.2	0.2
12:00	14	30.8	0.1	0.2	0.7	0.7	4.4	4.9	2.0	0.3	0.6
13:00	16	29.4	0.1	0.3	0.7	1.6	5.5	5.5	2.2	0.2	0.0
14:00	17	30.6	0.0	0.2	0.4	1.2	5.6	6.6	2.5	0.2	0.0
15:00	11	31.4	0.0	0.0	0.5	0.6	3.4	4.4	1.4	0.3	0.0
16:00	12	31.6	0.0	0.1	0.5	1.1	4.8	4.0	1.4	0.5	0.0
17:00	9	31.7	0.2	0.0	0.3	0.8	2.1	4.2	1.5	0.3	0.1
18:00	5	31.0	0.0	0.1	0.2	0.6	1.0	1.8	1.0	0.4	0.1
19:00	4	33.8	0.0	0.0	0.3	0.1	0.7	1.5	1.3	0.5	0.1
20:00	2	35.0	0.0	0.0	0.0	0.0	0.2	1.3	0.5	0.1	0.0
21:00	2	31.8	0.0	0.0	0.1	0.1	0.7	0.8	0.7	0.1	0.0
22:00	1	33.3	0.0	0.0	0.0	0.1	0.3	0.3	0.5	0.1	0.0
23:00	2	26.7	0.6	0.4	0.1	0.1	0.2	0.4	0.1	0.1	0.0

Table 1 – Shielhill Road: Average Daily Speed Survey Data for Vehicles >6.5m

The survey data shows peak HGV volumes occurring 07:00 – 10:00 and 12:00 – 14:00. Whilst any level of HGV through traffic will always be of concern for local residents, it should be noted that a significant proportion of this traffic will be related to the building operations at the Dubford development and the other sites requiring HGV access on Shielhill Road.

Table 1 also demonstrates that the average hourly speeds of HGVs on this route varies between 26mph - 36mph, with no HGVs recorded as travelling in excess of 50mph for the entirety of the survey period. This survey data does not provide any indication that HGVs are travelling at excessive speeds on this section of Shielhill Road.

When examining the data presented in Table 1 against the survey results for all vehicular traffic on Shielhill Road during the twelve day period, it is evident that the recorded volume of HGVs does not represent a significant proportion of the overall traffic on this route. This information is displayed in Figure 1 (below) which shows that vehicles greater than 6.5 metres in length represented only 7% of the total volume of vehicles recorded travelling on Shielhill Road during the twelve day survey period. As mentioned previously, classifying HGVs as any vehicle greater than 6.5 metres in length will include some smaller vehicles that do not weigh over 7.5 tonnes, meaning the actual proportion of HGV traffic on this route is likely to be less than 7%. Officers would not consider HGV traffic volumes to be problematic unless it represented between 10% and 15% of overall traffic, depending on the total volume of vehicles on that particular route.

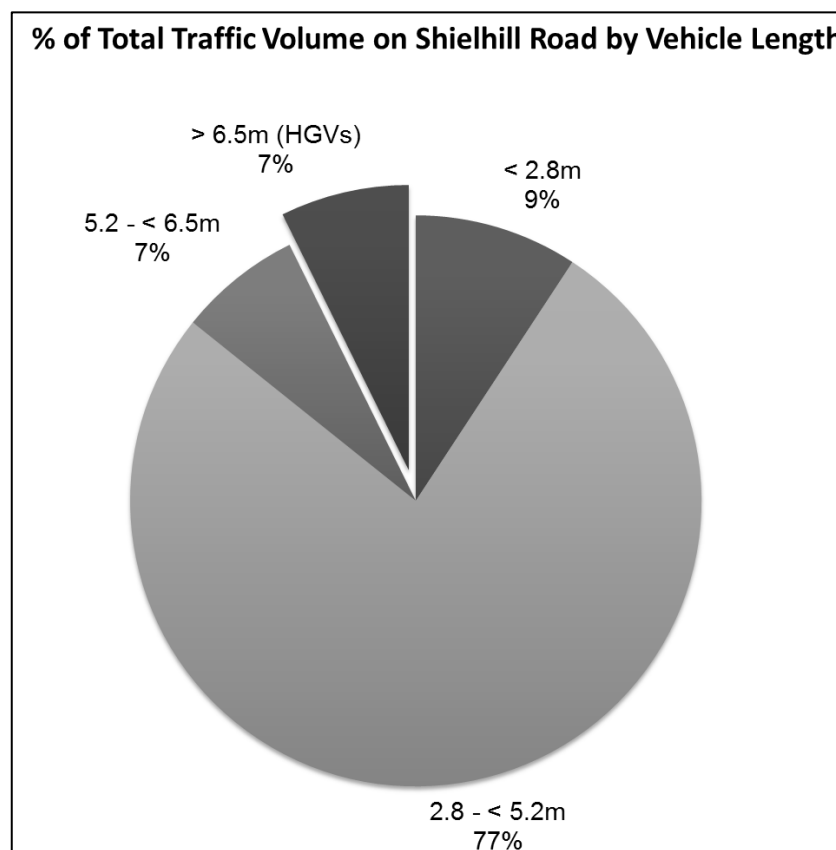


Figure 1 – Chart Showing Total (%) Volume of Traffic on Shielhill Road by Vehicle Length

5.4 Road Traffic Collision Data

Table 2 (below) shows the frequency distribution of primary collision factors with regard to road traffic accidents occurring on Shielhill Road, and at its junction with the B999, between 2013 and 2015 inclusively. All six of the seven incidents recorded in Table 2 were accidents involving only cars, with one accident involving a car and a HGV (ID: 201300797), all resulted vehicular damage only. Appendix 1 provides a map displaying the locations of these incidents. Neither Table 2 nor the map provided in Appendix 1 includes accident data for any section of the B999, other than at its junction with Shielhill Road.

Collision Factor	Frequency
Slippery road (due to weather)	3
Animal or object in carriageway	1
Travelling too fast for conditions	1
Rain, sleet, snow, or fog	1
Disobeyed 'Give Way' markings	1
Total:	7

Table 2 – Shielhill Road: Primary Collision Factor Frequency Distribution

The results of this accident analysis demonstrates there are minimal road safety issues caused by HGVs utilising this route, with the primary collision factor in the accident involving a HGV at the junction with the B999 being attributed to careless driver behaviour, rather than an issue caused by the road geometry at this location.

5.5 Developer Funded Road Improvement Schemes

As a result of the Dubford Housing Development (see Appendix 2 for a location guide) a number of conditions were placed on the developers to fund junction improvement schemes on Shielhill Road through the Section 75 agreement. These schemes will all have a positive effect on the existing road network.

The first of these improvements is near completion, bar snagging items, and involved the conversion of the 3-way junction, between Shielhill Road and the B997, from a Y-junction into a T-junction to improve visibility and slow down traffic on approach to the intersection.

Additionally, there is a scheme to improve the forward visibility on a short section of Shielhill Road where concerns have been raised, by a resident of the area, in relation to this issue. The location of this

scheduled road improvement is displayed on the plan provided in Appendix 2 of this report.

The largest junction improvement proposal involves the straightening of the B999, at its junction with Shielhill Road, to improve visibility and road safety conditions at this junction. This junction improvement scheme is triggered on the provision of completion certificates for 250 units, within the Dubford Development, by Building Standards. At this stage, the £300,000 contribution, necessary for the compulsory purchase of the required land and the commencement of a detailed junction design, will be claimed by Aberdeen City Council. To date (7 July 2016), Building Standards have issued a total of 253 completion certificates to the three developers – Scotia, Barratt and Cala. A detailed design for this scheme has yet to be completed; therefore a draft plan of this junction improvement is supplied in Appendix 3, to offer an indication of the proposed improvements.

5.6 *Speed Limit Proposals*

At the implementation of phase five of the Dubford Development a new access road, from the development onto the B999, will be installed. At this stage of the development it is proposed that a 40mph zone is introduced on the B999, extending northwards from its junction with Denmore Road to a point north of its junction with Shielhill Road. This will also extend westwards along Shielhill Road, from its junction with the B999, to link with the existing 40mph speed limit on Shielhill Road mentioned previously in this report. An indication of the extent of this new 40mph zone is illustrated in Appendix 3.

5.7 *Conclusions*

When considering the issues presented in the preceding sections of this report, officers do not regard the introduction of a temporary traffic regulation order restricting the use of Shielhill Road by HGVs to access only to be justified and would displace the problem within residential streets.

- The proposed restriction would likely have a negative impact on the surrounding road network given the only possible diversion route, for non-access related HGV traffic, would be through residential areas, highlighted previously as having significant levels of vulnerable road users such as child pedestrians and cyclists.
- Police Scotland are not supportive of a temporary traffic regulation order restricting the use by HGVs to access only on

Shielhill Road due to the difficulties they would have with regards to enforcing the restriction.

- Based on survey results, HGV traffic represents only 7% of the total volume of vehicles travelling on Shielhill Road, which is not a level that officers would consider to be significantly problematic.
- With the completion of the AWPR in late 2017 officers predict there will be a significant reduction in the volume of HGVs utilising Shielhill Road as their primary route between Dyce and the Bridge of Don, with this traffic being displaced onto the new road.
- The various junction/road improvements schemes on Shielhill Road, that have already been completed or are due to take place, will assist to mitigate the road safety concerns raised relating to the use of this route by HGV traffic.
- There has been only one recorded road traffic collision involving a HGV on Shielhill Road, and the speed survey results give no indication that HGVs are travelling above the prescribed speed limit on this route.

6. IMPACT

Improving Customer Experience – As the recommendation is to avoid diverting a significant volume of HGV traffic via residential areas, there will be a positive impact on current customer experience.

Improving Staff Experience – Not applicable.

Improving our use of Resources – Not applicable.

Corporate – 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”. With respect to the 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.”

Public – This report will be of interest to the residents/proprietors/businesses within the areas discussed.

7. MANAGEMENT OF RISK

Where recommendations are not accepted there is the risk road safety levels and traffic management could be compromised thereby resulting in on-going public concern, negative media reporting, and reputational damage. Conversely, proposals with regard to traffic management measures can often prove contentious and it is therefore possible the recommendations set forth in this report could be subject to negative feedback/comments. In this respect, concerned parties would be provided with a thorough rationale as to recommendations made in this report.

8. BACKGROUND PAPERS

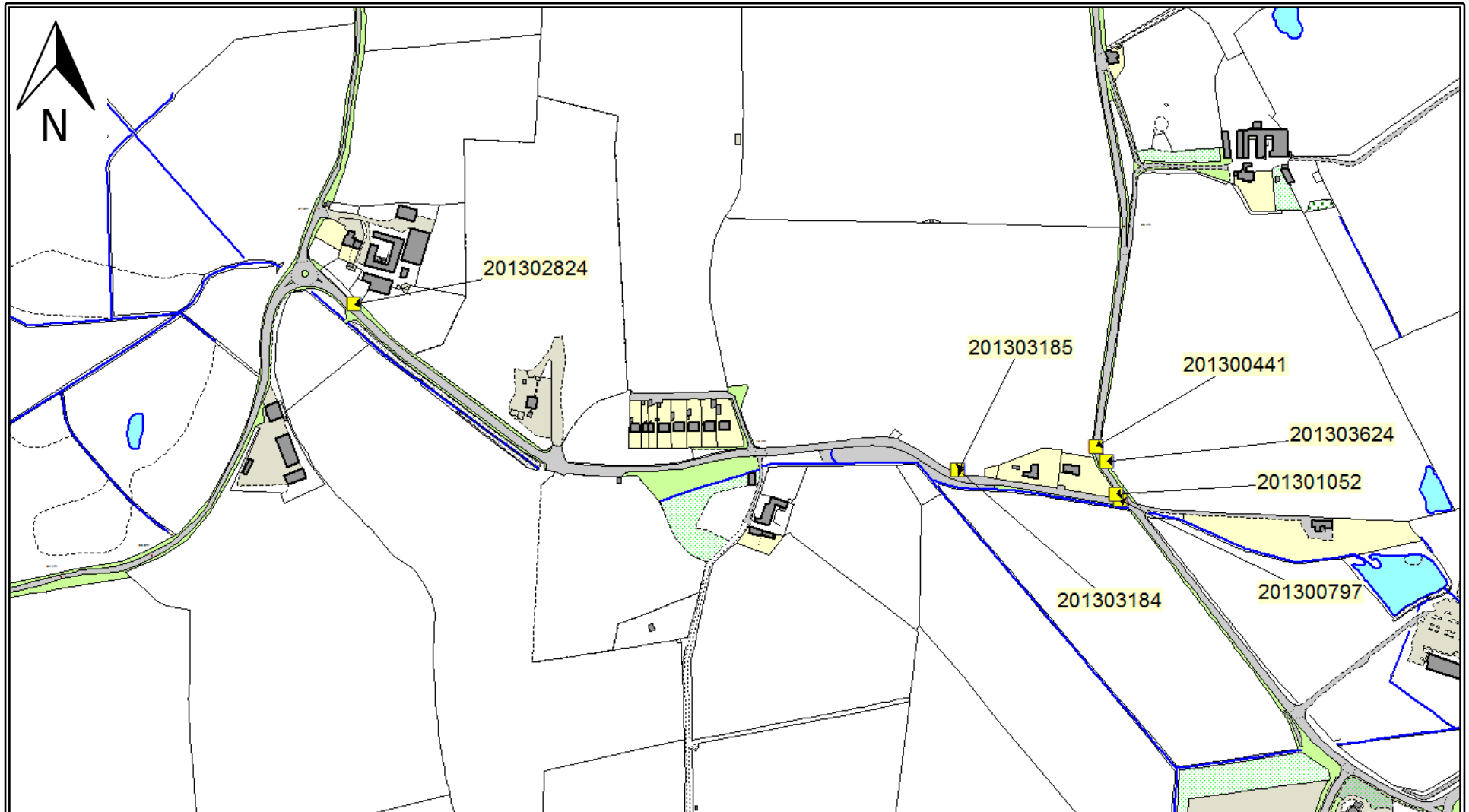
N/A

9. REPORT AUTHOR DETAILS

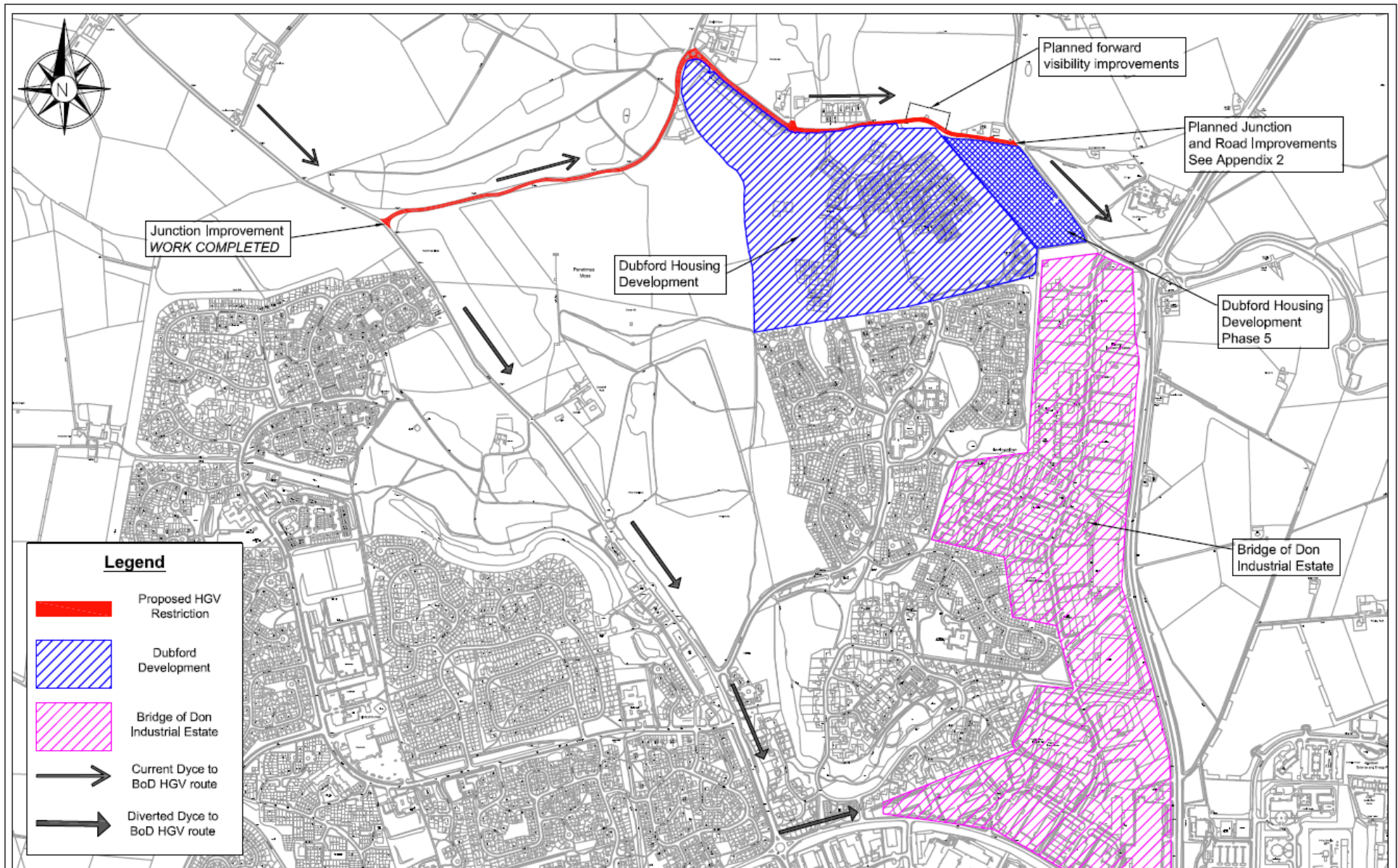
James Watt
Engineering Assistant
Email: JameWatt@aberdeencity.gov.uk
Tel. 01224 (52)2319

APPENDIX 1 – Shielhil Road Traffic Collision History


Map Showing Locations of Road Traffic Collisions (2013-2015) On Shielhill Road, Between B997 And B999.



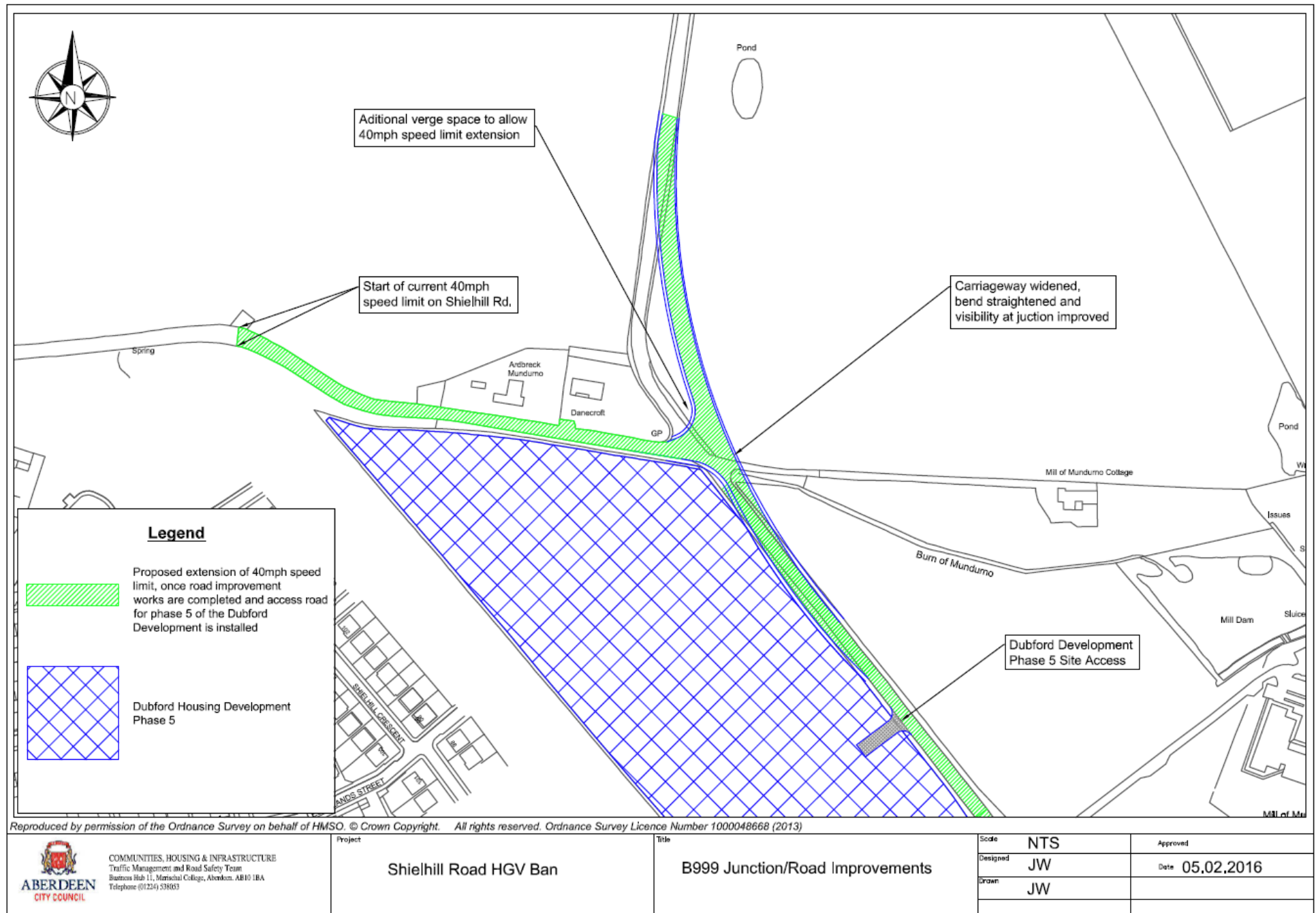
APPENDIX 2 – HGV Route Overview



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 <p>COMMUNITIES, HOUSING & INFRASTRUCTURE Traffic Management and Road Safety Team Business Hub 11, Marischal College, Aberdeen, AB10 1BA Telephone (01224) 538053</p>	Project	Title	Scale	NTS	Approved
	Shielhill Road HGV Ban	Area Overview	Designed	JW	Date 05.02.2016
			Drawn	JW	

APPENDIX 3 – Shielhill Road/B999 Junction Improvement



ABERDEEN CITY COUNCIL

COMMITTEE	Communities Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Agent of Change Principle
REPORT NUMBER	CHI/16/135
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The Petitions Committee of 20 April 2016 considered a petition (submitted by the owner/manager of Krakatoa Bar, Aberdeen) (Appendix 1) asking the Council to make representation to the Scottish Government asking that they strengthen Scottish Planning Policy, by adopting the “Agent of Change Principle”, whereby the person who causes a change should be responsible for ameliorating any consequences of that change. This report is in fulfilment of a request from that Committee that a report should go to the August meeting of the Communities, Housing and Infrastructure Committee August to investigate the impact of adopting the Agent of Change principle as a Council.

It should be noted that the Committee also requested that a letter be sent to the Scottish Government to get clarity on the term ‘Agent of Change’ and how the Council could safeguard established music and cultural venues in the future. This letter has been sent, and has been acknowledged, but no response has been received to date.

2. RECOMMENDATION(S)

It is recommended that the Committee note the petition and write to the Scottish Government requesting that the agent of change principle is embodied in the next version of Scottish Planning Policy with similar wording to Section 123 of England’s National Planning Framework.

3. FINANCIAL IMPLICATIONS

It is considered that “agent of change principle”, as defined by the petitioners, could be embodied in Scottish Planning Policy in the same way as it has been in England’s National Planning Framework. Notwithstanding the foregoing, it is considered that the principle is

already effectively an integral part of existing Planning and Environmental Health legislation and regulations and, consequently, the day to day operation of these two services in terms of assessing planning applications and enforcing noise complaints. With that in mind it is considered that adopting the “agent of change principle” for the purposes of the operation of these two services would have no significant financial or resource implications for the Council in as far as it constitutes a continuation of the principles and practices already carried out by the respective services.

4. OTHER IMPLICATIONS

None

5. BACKGROUND/MAIN ISSUES

The Agent of Change Principle has been adopted as law in Australia and has been a matter of debate for a number of years in England. This has been led by the music industry which is concerned about impact of residential uses being created close to live music venues, resulting in noise complaints and consequent impact of enforcement of noise abatement orders by Councils on these venues – sometimes forcing the closure of these venues.

The Agent of Change Principle states that the person or business responsible for a change is also responsible for managing the impact of the change. This means that an apartment block built near an established live music venue that would create a nuisance for residents would have to pay for soundproofing, while a live music venue opening in a residential area would be responsible for the costs of mitigating its impact on adjoining residents. A resident who moves next door to a music venue would, in law, be assessed as having made that decision understanding that there is going to be some music noise, and a music venue that buys a new sound system would be expected to carry out tests to make sure the noise emissions from the venue would not increase. At the moment, UK law says that whoever is making a nuisance is always responsible for that nuisance. Pertinent considerations such as how long the venue has existed, whether there were any historic instances of the same noise being a nuisance or whether somebody knowingly moved right next door to the noise are currently not relevant to British law. If a noise exists, residents can move next to it and demand it be turned off and UK law will support that.

The principle has been influential in the wording of Section 123 of the English National Planning Framework (the equivalent of Scottish Planning Policy in England) which states amongst other things that :

123. Planning policies and decisions should aim to:....

- Recognise that development will often create some noise and existing businesses wanting to develop in continuance of their business should not have unreasonable restrictions put on them

because of changes in nearby land uses since they were established (Subject to the provisions of the Environmental Protection Act 1990 and other relevant law)

It is also understood that this wording will also be incorporated into a new Section 58A of forthcoming amendment to the English Town and Country Planning Act 1990.

With regard to the planning process, as an integral part of the existing Scottish Planning system the impacts of any proposal on adjoining land uses and the impacts of any adjoining land uses on that proposal are considered as part of the evaluation of any planning application. This applies to both change of use of an existing premises or the construction of a new building. In considering planning applications relating to extension of existing music venues account is taken of the fact that the use is one that already exists and that there may well be a certain level of existing impact adjoining residential property. The important thing is not to exacerbate this impact significantly.

This means that the agent of change principle is to a large extent inherent in the existing planning process. With regard to music venues, for instance: if an application for construction of, or change of use to, residential property is submitted on a site in proximity to a music venue the impact of noise from the venue on the amenity of future residents of that property is assessed by the planning authority in consultation with colleagues in Environmental Health who are notified as a matter of course on all planning applications. The framework for this assessment is laid down clearly by the Scottish Government in Planning Advice Note 1/2011 "Planning and Noise". If noise is a concern the planning authority can request the submission of a detailed specialist noise impact assessment by a qualified noise consultant which in turn is assessed by specialists in the Council's Environmental Health service. Environmental Health will recommend to the planning case officer whether there would be a noise nuisance for residents and, if so, whether this can be mitigated by the imposition of suitable conditions requiring for instance the installation of noise insulation measures within the residential property prior to occupation. If the noise cannot be mitigated then it is perfectly legitimate for the application to be refused although account is always taken of the pre-existing situation with regard to noise already emanating from the premises. A similar assessment process is carried out if a music venue is proposed close to existing residential property except in this instance the assessment would focus on whether the venue was likely to cause a nuisance and whether the venue itself could be subject to planning conditions that would adequately control that nuisance eg installation of noise insulation or hours of operation etc.

It is considered that the "agent of change principle", as defined by the petitioners, could be formally embodied in Scottish Planning Policy with similar wording to England's National Planning Framework. Notwithstanding the foregoing, it is considered that the principle is already effectively an integral part of existing Planning and

Environmental Health legislation and regulations and, consequently, the day to day operation of these two services in terms of assessing planning applications and enforcing noise complaints. With that in mind it is considered that adopting the “agent of change principle” for the purposes of the operation of these two services would have no significant financial or resource implications for the Council in as far as it constitutes a continuation of the principles and practices already carried out by the respective services.

It is recommended that the Committee note the petition and write to the Scottish Government requesting that the agent of change principle is embodied in the next version of Scottish Planning Policy with similar wording to Section 123 of England’s National Planning Framework.

6. IMPACT

Improving Customer Experience –

The recommendation in this report does not result, at this time in any direct impacts on customers. Any impacts would be considered on the publication of, or through a consultation process on, a revised Scottish Planning Policy by the Scottish Government. Any such impacts cannot be determined at this time.

Improving Staff Experience –

The recommendation in this report does not result, at this time in any direct impacts on staff. Any impacts would be considered on the publication of, or through a consultation process on, a revised Scottish Planning Policy by the Scottish Government. Any such impacts cannot be determined at this time.

Improving our use of Resources –

The recommendation in this report does not result, at this time in any direct impacts on the use of staff or financial resources. Any impacts would be considered on the publication of, or through a consultation process on, a revised Scottish Planning Policy by the Scottish Government. Any such impacts cannot be determined at this time.

Corporate -

The report and its recommendations aligns well with the two main aims of Community Planning: making sure people and communities are genuinely engaged in the decisions made on public services which affect them; allied to a commitment from organisations to work together, not apart, in providing better public services.

The improvement of planning performance will support the aims of outcomes of the Single Outcome Agreement which relates to high quality, continually improving and efficient public services which are responsive to local people’s needs.

The recommendation of this report aligns with the Five Year Corporate Business Plan.

The recommendation of this report does not impact on the implementation and delivery of the Strategic Infrastructure Plan

Public –

The protection of residential amenity and the economic and cultural benefits from existing businesses (music venues) is of public interest.

There is no impact on equalities and human rights resulting from this report.

7. MANAGEMENT OF RISK

Adopting the “agent of change principle” for the purposes of the operation of these two services would have no significant financial or resource implications or risks for the Council in as far as it constitutes a continuation of the principles and practices already carried out by the respective services

8. BACKGROUND PAPERS

Scottish Planning Policy
English National Planning Framework
Scottish Government Planning Advice Note 1/2011 "Planning and Noise".

9. REPORT AUTHOR DETAILS

Daniel Lewis
Development Management Manager
dlewis@aberdeencity.gov.uk (01224) 522250

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Peter Leonard
TITLE OF REPORT	Community Empowerment
REPORT NUMBER	CHI/16/156
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To present the viability of a community using the Community Empowerment (Scotland) Act 2015 to pursue the purchase of land at Cove Harbour and to consider the viability of 'adverse possession'.

2. RECOMMENDATION(S)

The Committee is asked to:

- (i) Note the terms of this report.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from the report.

4. OTHER IMPLICATIONS

There are no other implications specifically arising from this report.

5. BACKGROUND/MAIN ISSUES

- 5.1 A petition was lodged by the Fishermen of Cove Harbour in respect of a dispute with the local landowner over access to the Harbour. The petition was heard by the Petitions Committee on 20 April 2016. Officers have been looking at the issue of a vehicular right of way and have been gathering evidence to establish whether such a right of way exists. The landowner has

now commenced Court Action to have the fishermen and their boats removed from his land. The Petitions Committee requested this report in order to establish if the Community Empowerment (Scotland) Act 2015 would assist the fishermen in buying the land where they store their boats. The Petitions Committee also asked that officers consider the issue of adverse possession.

- 5.2 One of the main aims of the Community Empowerment (Scotland) Act 2015 is to help empower community bodies through the ownership of land and buildings. The Act allows community bodies to register an interest in land which enables them to buy the land for the benefit of the local community when it becomes available to purchase. It does not provide for a forced sale of land or compulsory purchase.
- 5.3 The Community Right to Buy may only be exercised by a properly constituted Community Body. The Community Body must have no fewer than 10 members and must be one of the following:-
- A limited company with a dissolution clause (to another community transfer body or charity);
 - A Scottish Charitable Incorporated Organisation (SCIO); or
 - A Community Benefit Scheme.
- 5.4 The Community Body should also be controlled by members of the community and be defined geographically. It should ensure that its main purpose is consistent with furthering the achievement of sustainable development. It is for Scottish Ministers to confirm that the main purpose is consistent with furthering the achievement of sustainable development before the Community Body can apply to register an interest in land.
- 5.5 A Community Body is normally required to demonstrate at least 10% support from their defined community for their proposed application to register an interest in land.
- 5.6 Any group seeking to purchase land would need to establish a Community Body that would meet the requirements of the Land Reform (Scotland) Act 2003 and 2015 Act before they could seek to register an interest in land. For the process to work the landowner has to be willing to sell the land. There is no scope to force the sale of land.
- 5.7 Adverse Possession - There is no concept of adverse possession in Scots Law. A title to land can only be perfected by 10 years peaceful and judicially uninterrupted possession of the land in addition to which a title has to be registered for at least the same period. If there is no challenge within the 10 years then the title will be perfected by what is called

prescription. The type of deed used is an "a non domino" deed and the Keeper of the Registers of Scotland impose additional requirements in relation to the acceptance of these types of deed in the registration process.

6. IMPACT

Improving Customer Experience –
Not applicable

Improving Staff Experience –
Not applicable

Improving our use of Resources –
Not applicable

Corporate -
Not applicable

Public –
This report will be of interest to members of the public, specifically fishermen who work out of Cove Harbour as it clarifies the position of Community Rights to Buy under the current law.

7. MANAGEMENT OF RISK

There is no risk to the Council arising from this report.

8. BACKGROUND PAPERS

Land Reform (Scotland) Act 2003; Community Empowerment (Scotland) Act 2015

9. REPORT AUTHOR DETAILS

Richard Hempseed, Paralegal, email rhempseed@aberdeencity.gov.uk
Telephone - 01224 522507

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ABERDEEN CITY COUNCIL

COMMITTEE: Communities, Housing & Infrastructure

DATE: 25 August 2016

DIRECTOR: Pete Leonard & Richard Ellis

TITLE OF REPORT: 2016/17 TRADING SERVICES BUDGET
MONITORING

REPORT NUMBER: CHI/16/149

CHECKLIST COMPLETED: Yes

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to
- i) bring to Committee members notice the current year trading services revenue budget performance to date for the Services which relate to this Committee; and
 - ii) advise on any areas of risk and management action.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
- i) consider and note this report and the information on management action and risks that is contained herein; and
 - ii) instruct that officers report the year end position to the appropriate committee.

3. FINANCIAL IMPLICATIONS

- 3.1 The Trading budget amounts to a credit balance of £10.3m, the forecast position indicates this will be achieved.

Further details of the financial implications are set out in section 5 and appendix A and B attached.

4. OTHER IMPLICATIONS

- 4.1 None

5. BACKGROUND/MAIN ISSUES

The Service revenue monitoring reports are attached at Appendix A and Appendix B contains the earmarked reserves for Trading.

Financial Position and Risks Assessment

Trading Services

In overall terms the position forecasts that the £10.3m credit balance on the total Communities Housing and Infrastructure Trading Services budget will be achieved.

The major risks arising in each service are

- **Building Services** – Building Services surplus target has been reduced to £1m for 16/17. If work levels were to remain the same as 15/16 there is potential to over achieve the target and could be rebated back to the Housing Revenue Account as per the guidance, awarding of contracts will be monitored with the service.
- **Property Letting** – There is a risk that the continued downturn in the economic position of Aberdeen may impact on the Property Letting income.
- **Car Parking** - It is anticipated at this stage in the financial year that the budgeted income from car parks will be achieved, this is however weather dependant and further work will be undertaken to review trends and reported back to a future committee. There is a risk that the economic downturn may also have an impact on income.

6. IMPACT

Improving Customer Experience –

Accurate budget monitoring and forecasting assists the Council to plan and design our services around current and future customer needs as much as possible.

Improving Staff Experience –

Good financial information improves good financial management and helps to track how successful management initiatives, such as service redesign, have been.

Improving our use of Resources –

As a public sector organisation, the Council has a legal duty to be open, transparent and accountable for spending public funds.

Corporate -

Aberdeen the Smarter City:

Smarter Governance (Participation)

Accurate budget monitoring and forecasting contributes to the process of Smarter Governance.

Smarter Living (Quality of Life)

Building Services under take the repairs on Council Houses therefore contribute to the priority 'tenants have a dry, warm home in a safe and enjoyable environment'.

Public –

The Council has a duty to ensure that best value is considered in all of its operations and this report helps to inform that process.

7. MANAGEMENT OF RISK

To ensure the anticipated forecast outturn is maintained or improved the service has been

- Managing controllable costs for example staff vacancies and overtime
- Maximising the potential income streams of the service.
- Ensuring billing is resolved timely.

In addition there are a number of risks which there is little control over, for example Car Parking service's income is sensitive to adverse winter weather, particularly in the run up to Christmas and in the immediate post new year period and Building Services Response income can be influenced by the severity of the winter months.

8. BACKGROUND PAPERS

Financial ledger data extracted for the period.

9. REPORT AUTHOR DETAILS

Helen Sherrit
Finance Partner
✉ hsherrit@aberdeencity.gov.uk
☎ 01224 346353

	Year To Date			Forecast to Year End			
As at Period 2 2016/17	Revised Budget	Actual Expenditure	Variance Amount	Full Year Revised Budget	Forecast Actual	Variance Amount	Change from previous forecast
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Building Services	(173)	354	527	(1,037)	(1,037)	0	0
Property Letting	(801)	(1,294)	(493)	(4,806)	(4,806)	0	0
Car Parks	(747)	(599)	148	(4,481)	(4,481)	0	0
Total	(1,721)	(1,538)	182	(10,324)	(10,324)	0	0

Earmarked Reserves

As at Period 2 2016/17	Balance b/f 1 April 2016	Forecast for Year	New Amounts / (Unrequired) Amounts	Projected c/f 31 March 2017	Details (reason for holding, plans for using, assumptions on new amounts and reasons for unrequired amounts)
	£'000	£'000	£'000	£'000	
Projects:					
Kincorth Shopping Centre CCTV	5	5	0	0	Replace defunct security camera at Kincorth Shopping Centre
Total	5	5	0	0	

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ABERDEEN CITY COUNCIL

COMMITTEE:	Communities, Housing & Infrastructure
DATE:	25 August 2016
DIRECTOR:	Pete Leonard & Richard Ellis
TITLE OF REPORT:	2016/17 GENERAL FUND REVENUE & CAPITAL BUDGET MONITORING
REPORT NUMBER:	CHI/16/150

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to
- i) bring to Committee Members notice the current year general fund revenue and capital budget performance to date for the Services which relate to this Committee; and
 - ii) advise on any areas of risk and management action.

2. RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
- i) consider and note this report and the information on management action and risks that is contained herein; and
 - ii) approves the virements outlined in Appendix A.

3. FINANCIAL IMPLICATIONS

General Fund Revenue

- 3.1. The total revenue budget amounts to £86.2m net expenditure, excluding the Housing Revenue Account (HRA) budget. The Directorate is forecast to be in line with budget. Cost pressures are emerging in parts of the service, work is being undertaken to identify how these pressures can be mitigated in order to maintain the current forecast.
- 3.2. Further details of the financial implications are set out in section 5 and appendix A attached.

3.3. General Fund Capital

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.

4. OTHER IMPLICATIONS

General Fund Revenue

- 4.1 None

Non Housing Capital

- 4.2 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

- 5.1 The Service revenue monitoring reports and associated notes are attached at Appendix A and Appendix C identifies the earmarked reserves for the service. These highlight a number of the cost pressures emerging above.

Financial Position and Risks Assessment

General Fund Revenue

- 5.2 The significant areas of variance are as follows:

	£'000
Housing Access/Support	496
Private Sector Housing/ Other Housing	(115)
Neighbourhood Planning	(210)
Facilities	(918)
Waste	1,243
Roads Operational	(853)
Environmental Health & Trading Standards	(500)
Economic Development	(157)
Directorate Support	508
Design Team	332
Development Management	276

- Housing Access/Support is forecast to be £496k higher than budget due to a increased number of flats causing additional rental spend and doubtful debts. This is offset in part by additional rental income.

- Other Housing administration costs are forecast to be under budget by £115k reflecting the recovery of the central support charges currently not budgeted within HMO.
- Neighbourhood Planning forecast under spend position of £210k is due to an anticipated lower spend in supplies and services.
- Facilities are anticipating an under spend as a result of under spends within School Catering mainly relating to free school meals, School Crossing Patrols and Facilities Admin.
- Waste overspend position of £1.2m relates to delays in signing the waste disposal contract which the budget is set against. The 6 month delay in the recycling facilities at Altens East being operational will result in additional landfill costs. This will impact income from recycled materials in conjunction with the reduced market price.
- Roads current variance is linked to an over recovery of income offset in part by additional supplies & services and staffing overspends.
- The under spends within Environmental Health & Trading Standards reflects lower than budget spend on staffing.
- Economic Development is anticipating an under spend of £157k within Project Development and European Funding based on 2015/16 spend.
- Directorate Admin Support is forecasting an overspend of £508k this is linked mainly to £613k budget saving in Other Property Costs transferred from Economic Development which is not achievable.
- The Design team overspend forecast of £338k is a result of additional consultants fees.
- Development Management is forecasting an over spend of £300k due to the under recovery of planning application income.

There are a number of risks and assumptions contained within these figures in the following areas;

Overall

A large source of underspend across the Directorate in 2015/16 was in staffing. As part of the 2016/17 budget, a savings option was agreed to extract 75% of staffing underspends to be held corporately, this will appear as an additional cost to services.

It is assumed that all 2016/17 savings will be achieved including the £250k procurement saving coded within Directorate Support.

Communities & Housing

Assumed reduced service charges from 1 July 2016, 2015/16 level of agency staff will reduce as now only running one hostel, rental and council tax will be

at similar levels to 2015/16 and Bed and Breakfast/hotel income and charges will come in on budget. There is as risk that the Bed and Breakfast usage will not fall.

Public Infrastructure & Environment

For Waste assumed the rates of the new SITA contract for both income and expenditure. It is assumed at this stage Fleet will be on budget measures are being taken to achieve this including the purchase of the new vehicles which should result in reduced vehicle expenses. It is assumed that we will not experience severe winter conditions or a recurrence of flooding.

Land and Property Assets

Assumed 2015/16 level of income and expenditure for School Catering and a short term let of 6 months will offset the rates bill at Balgownie 1.

Economic Development

It has been assumed that there will be no gain or loss on the Euro account. There is an increased risk to this assumption following the result of the EU referendum.

Planning & Sustainable Development

Reduced income is forecast in Development Management from planning applications as a result of the continued downturn of the Oil and Gas industry.

Non Housing Capital Programme

The Service Determined Minimum Required is assessed every month by services with support from the SIP Programme Manager and officers from the Programme Management Office, Asset Management and Finance. New governance arrangements implemented in December have introduced a more robust milestone approach to project monitoring which is driving financial re-profiling exercises across the capital plan.

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

6. IMPACT

Improving Customer Experience –

Accurate budget monitoring and forecasting assists the Council to plan and design our services around current and future customer needs as much as possible.

Improving Staff Experience –

Good financial information improves good financial management and helps to track how successful management initiatives, such as service redesign, have been.

Improving our use of Resources –

As a public sector organisation, the Council has a legal duty to be open, transparent and accountable for spending public funds.

Corporate -

Aberdeen the Smarter City:

Smarter Governance (Participation)

Accurate budget monitoring and forecasting contributes to the process of Smarter Governance.

Smarter Environment (Natural Resources)

Communities, Housing & Infrastructure contributes to managing waste effectively and in line with UK and European legislative requirements by maximizing recycling and reducing waste to landfill, thereby reducing our costs and carbon footprint.

Also to the provision of a clean, safe and attractive streetscape and promoting bio-diversity and nature conservation and encourages wider access to green space in our streets, parks and countryside.

Public –

The Council has a duty to ensure that best value is considered in all of its operations and this report helps to inform that process.

7. MANAGEMENT OF RISK

General Fund Revenue

A number of risks are identified in section 5.2 Financial Position and Risks Assessment within this report. Risks continue to be managed by the continued monitoring of the forecasts and mitigating action will be taken if any additional cost pressures materialise.

8. BACKGROUND PAPERS

Financial ledger data extracted for the period.

9. REPORT AUTHOR DETAILS

Helen Sherrit
Finance Partner
✉ hsherrit@aberdeencity.gov.uk
☎ 01224 346353

Appendix A

ABERDEEN CITY COUNCIL REVENUE MONITORING 2016/17

DIRECTORATE : Communities, Housing & Infrastructure

As at	May 2016	Full year Revised Budget	YEAR TO DATE			FORECAST TO YEAR END			Change from last report
			Revised Budget	Actual Expenditure	Variance Amount	Outturn	Variance Amount	Variance Percent	
ACCOUNTING PERIOD 2		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
HEAD OF COMMUNITIES AND HOUSING		13,076	2,090	1,926	(164)	13,182	106	0	0
HEAD OF ECONOMIC DEVELOPMENT		2,712	458	567	108	2,555	(157)	-6%	(0)
HEAD OF LAND & PROPERTY ASSETS		20,361	3,041	2,192	(848)	19,775	(586)	(3)%	(0)
HEAD OF PUBLIC INFRASTRUCTURE AND ENVIRONMENT		38,446	6,291	6,568	277	38,891	445	1%	0
HEAD OF PLANNING & SUSTAINABLE DEVELOPMENT		10,525	1,744	1,607	(137)	10,263	(262)	(2)%	0
OPERATIONAL SUPPORT MANAGER		1,073	179	265	86	1,581	508	0	0
TOTAL BUDGET		86,192	13,802	13,124	(678)	86,248	55	0	0

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2016/17: HEAD OF COMMUNITIES & HOUSING

DIRECTORATE : COMMUNITIES, HOUSING & INFRASTRUCTURE
DIRECTOR : PETE LEONARD

As at	May 2016	Full year Revised Budget	YEAR TO DATE			FORECAST TO YEAR END			Change from last report
			Revised Budget	Actual Expenditure	Variance Amount	Outturn	Variance Amount	Variance Percent	
ACCOUNTING PERIOD 2		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS		7,502	1,250	1,234	(16)	7,497	(5)	0%	0
PROPERTY COSTS		3,414	560	524	(36)	4,063	649	19%	0
ADMINISTRATION COSTS		1,198	120	184	64	1,455	257	21%	0
TRANSPORT COSTS		77	13	11	(2)	67	(10)	-13%	0
SUPPLIES & SERVICES		2,930	360	186	(175)	2,049	(881)	-30%	0
TRANSFER PAYMENTS		8,885	1,481	1,463	(18)	9,094	210	2%	0
CAPITAL FINANCING COSTS		0	0	0	0	0	0	0%	0
GROSS EXPENDITURE		24,006	3,784	3,602	(182)	24,227	221	1%	0
LESS:									
INCOME		(10,930)	(1,694)	(1,676)	18	(11,044)	(114)	1%	(0)
TOTAL INCOME		(10,930)	(1,694)	(1,676)	18	(11,044)	(114)	1%	(0)
NET EXPENDITURE		13,076	2,090	1,926	(164)	13,182	106	1%	(0)

VIREMENT PROPOSALS

REVENUE MONITORING VARIANCE NOTES

Overall Note

Employee Costs

(5) 0

The staffing underspend contribution is forecast as £236k.

Property Costs

649 0

The over spend mainly relates to temporary homeless flats rent £628k.

Administration Costs

257 0

Position relates to over spend in Temporary Homeless £198k and Bed & Breakfast £55k.

Transport Costs

(10) 0

This budget is for travelling expenses and outturns have been reviewed based on spend to date.

Supplies and Services

(881) 0

The under spend relates to Mastrick Young People's Project £262k and Communities Development Fund £217k which are offset by under recover in income. Additionally, underspends are in Disability Equality Strategists £132k and Cummings Park Community Flat £80k.

Transfer Payments

210 0

This position relates to an overspend of £405k in Learning Disability and £166k in Private Sector Leasing offset by an underspend in Mental Health £255k.

Capital Financing Costs

0 0

Capital Financing Costs have now been removed from the budgets and will be treated corporately.

Income

(114) (0)

Income is expected to be over recovered by £476k from homeless flats, £402K for Private Sector Leasing and under recovered mainly in Mastrick Young Peoples Project £262k and Communities Development Fund £141k.

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2016/17: HEAD OF LAND & PROPERTY ASSETS

DIRECTORATE : COMMUNITIES, HOUSING & INFRASTRUCTURE
DIRECTOR : PETE LEONARD

As at	May 2016	Full year Revised Budget	YEAR TO DATE			FORECAST TO YEAR END			Change from last report
			Revised Budget	Actual Expenditure	Variance Amount	Outturn	Variance Amount	Variance Percent	
ACCOUNTING PERIOD 2		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS		18,514	3,086	3,082	(3)	18,460	(55)	0%	(0)
PROPERTY COSTS		7,927	960	217	(743)	8,240	313	4%	(0)
ADMINISTRATION COSTS		561	93	112	19	735	175	31%	0
TRANSPORT COSTS		190	32	17	(15)	156	(34)	-18%	(0)
SUPPLIES & SERVICES		6,384	1,064	926	(138)	5,269	(1,115)	-17%	0
TRANSFER PAYMENTS		0	0	0	0	0	0	0%	0
CAPITAL FINANCING COSTS		0	0	0	0	0	0	0%	0
GROSS EXPENDITURE		33,576	5,235	4,354	(880)	32,860	(716)	-2%	(0)
LESS:									
INCOME		(13,215)	(2,194)	(2,162)	32	(13,085)	130	-1%	(0)
TOTAL INCOME		(13,215)	(2,194)	(2,162)	32	(13,085)	130	-1%	(0)
NET EXPENDITURE		20,361	3,041	2,192	(848)	19,775	(586)	-3%	(0)

VIREMENT PROPOSALS

School Catering Budgets - Reduce income by £600k this would be funded by reducing the supplies & services by the same amount.

REVENUE MONITORING VARIANCE NOTES	FORECAST VARIANCE £'000	CHANGE £'000
Employee Costs	(55)	(0)
Underspends are mainly within Janitors £111k and School Crossing Patrollers £45k. Staffing underspend contribution is forecast at £711k.		
Property Costs	313	(0)
The overspend relates to Balgownie 1 £185k and Cleaning £125k. The large under spend on year to date is attributable to the phasing of the rates charges.		
Administration Costs	175	0
Overspend is largely based on Distribution Services £136k which relates to postage and is based on 15/16 actual.		
Transport Costs	(34)	(0)
The main underspend is within School Catering and Janitors.		
Supplies and Services	(1,115)	0
The underspend is within School Catering £1.5m relating to the provision of free school meals with an overspend of £415k in the Design Team, mainly relating to additional consultants fees, which is recovered in part by additional income.		
Income	130	(0)

The forecast relates to under recovery of income on School Catering £591k relating to free school meals and over recovery of £125k in the Design Team and Marischal College Accommodation £103k.

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2016/17: HEAD OF PUBLIC INFRASTRUCTURE & ENVIRONMENT

DIRECTORATE : COMMUNITIES, HOUSING & INFRASTRUCTURE
DIRECTOR : PETE LEONARD

As at	May 2016	Full year Revised Budget	YEAR TO DATE			FORECAST TO YEAR END			Change from last report
			Revised Budget	Actual Expenditure	Variance Amount	Outturn	Variance Amount	Variance Percent	
ACCOUNTING PERIOD 2		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS		24,882	4,092	4,336	244	25,201	319	1%	(0)
PROPERTY COSTS		3,484	518	546	28	3,567	82	2%	(0)
ADMINISTRATION COSTS		369	61	33	(28)	521	152	41%	(0)
TRANSPORT COSTS		3,149	525	528	3	3,408	259	8%	0
SUPPLIES & SERVICES		19,795	3,299	3,335	35	19,493	(302)	-2%	0
TRANSFER PAYMENTS		3,958	660	1,190	531	6,241	2,282	58%	(0)
CAPITAL FINANCING COSTS		0	0	0	0	0	0	0%	0
GROSS EXPENDITURE		55,637	9,156	9,969	813	58,430	2,793	5%	0
LESS:									
INCOME		(17,191)	(2,865)	(3,401)	(536)	(19,539)	(2,348)	14%	0
TOTAL INCOME		(17,191)	(2,865)	(3,401)	(536)	(19,539)	(2,348)	14%	0
NET EXPENDITURE		38,446	6,291	6,568	277	38,891	445	1%	0

VIREMENT PROPOSALS
None

REVENUE MONITORING VARIANCE NOTES

	FORECAST VARIANCE £'000	CHANGE £'000
Employee Costs	319	(0)
Overspends in Household waste £200k are partially offset by underspends against Street Sweeping £118k. The staff underspend contribution is forecast as £1.5m.		
Property Costs	82	(0)
Crematorium premises costs are expected to reflect that of 2015-16, therefore forecasting £78k overspend position.		
Administration Costs	152	(0)
Overspend relates mainly to Roads courses £103k.		
Transport Costs	259	0
Fleet costs are expected to reflect those of 2015-16. Fleet transport costs are expected to overspend by £436k, mainly in relation to hire of vehicles, which is recovered through income. This is offset by underspends mainly in Waste £272k.		
Supplies and Services	(302)	0
Overspend primarily in Roads £699k, Fleet £675k and Environmental £370k. These are offset by Waste underspend £1.9m which reflects disposal contract changes and is balanced by overspends in Waste transfer payments.		
Transfer Payments	2,282	(0)
The overspend principally relates to Waste disposal contract changes of £2.9m for which budget from supplies and services will be realigned. This will still result in a net overspend for waste of £1.2m in 16/17 due to delays in the Altens East facilities becoming operational.		
Capital Financing Costs	0	0
Capital Financing Costs have now been removed from the budgets and will be treated corporately.		
Income	(2,348)	0
The forecast relates to over recovery of income from Street Lighting £836k, Traffic Works £691k, Grounds £500k and Fleet £450k. This balances areas of overspend addressed in supplies and services and transport costs.		

445	0
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ABERDEEN CITY COUNCIL
REVENUE MONITORING 2016/17: HEAD OF PLANNING & SUSTAINABLE DEVELOPMENT

DIRECTORATE : COMMUNITIES, HOUSING & INFRASTRUCTURE
DIRECTOR : PETE LEONARD

AS AT	May 2016	Full year Revised Budget	YEAR TO DATE			OUTTURN			Change from last report
			Revised Budget	Actual Expenditure	Variance Amount	Outturn	Variance Amount	Variance Percent	
ACCOUNTING PERIOD 2		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS		11,870	1,981	1,913	(68)	11,676	(194)	(1.6)%	(0)
PROPERTY COSTS		13,477	2,227	29	(2,198)	13,450	(27)	(0.2)%	0
ADMINISTRATION COSTS		316	35	33	(2)	262	(54)	(17.2)%	0
TRANSPORT COSTS		3,295	549	465	(84)	3,306	10	0.3%	(0)
SUPPLIES & SERVICES		15,649	2,608	1,103	(1,505)	15,483	(166)	(1.1)%	0
TRANSFER PAYMENTS		278	46	(1)	(47)	269	(8)	(3.0)%	0
CAPITAL FINANCING COSTS		0	0	0	0	0	0	0.0%	0
GROSS EXPENDITURE		44,885	7,446	3,542	(3,904)	44,446	(439)	(1.0)%	0
LESS:									
INCOME		(34,361)	(5,703)	(1,935)	3,767	(34,183)	177	(0.5)%	(0)
TOTAL INCOME		(34,361)	(5,703)	(1,935)	3,767	(34,183)	177	(0.5)%	(0)
NET EXPENDITURE		10,525	1,744	1,607	(137)	10,263	(262)	(2.5)%	0

VIREMENT PROPOSALS

None this cycle

REVENUE MONITORING VARIANCE NOTES

Employee Costs

(194) (0)

The staff underspend contribution is forecast to be £691k. In addition to this, Commercial and Building Standards are forecasting underspends of £78k and £31k respectively.

Property Costs

(27) 0

Under spend of £17k against the Mortuary and £10k against Trading Standards.

Administration Costs

(54) 0

Position mainly due to underspends in Commercial £25k and trading Standards £17k.

Transport Costs

10 (0)

Forecast position reflects overspends in Building Standards and the Mortuary offset against underspends in Commercial and Trading Standards.

Supplies and Services

(166) 0

Underspends found in Building Standards £73k, Contaminated Land Regime £31k and Trading Standards £28k.

Transfer Payments

(8) 0

No significant variance from budget is forecast for this item.

Income

177 (0)

The under recovery relates to low income forecast in Development Management from planning applications due to the current economic climate £297k. Over recover of income is expected in the Scientific Lab Service £135k relating to AWPR work.

(262) 0

ABERDEEN CITY COUNCIL
REVENUE MONITORING 2016/17: DIRECTORATE SUPPORT

DIRECTORATE : COMMUNITIES, HOUSING & INFRASTRUCTURE
DIRECTOR : PETE LEONARD

AS AT	May 2016	Full year Revised Budget	YEAR TO DATE			OUTTURN			Change from last report
			Revised Budget	Actual Expenditure	Variance Amount	Outturn	Variance Amount	Variance Percent	
ACCOUNTING PERIOD 2		£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
STAFF COSTS		2,083	347	344	(3)	2,039	(44)	(2.1)%	0
PROPERTY COSTS		(613)	(102)	3	105	2	615	(100.3)%	(0)
ADMINISTRATION COSTS		133	22	6	(16)	86	(47)	(35.4)%	(0)
TRANSPORT COSTS		19	3	0	(3)	2	(16)	(86.8)%	0
SUPPLIES & SERVICES		18	3	(6)	(9)	(56)	(74)	(402.5)%	0
TRANSFER PAYMENTS		0	0	0	0	0	0	0.0%	0
CAPITAL FINANCING COSTS		0	0	0	0	0	0	0.0%	0
GROSS EXPENDITURE		1,640	273	347	74	2,074	434	26.5%	0
LESS:									
INCOME		(567)	(95)	(82)	12	(493)	74	(13.1)%	0
TOTAL INCOME		(567)	(95)	(82)	12	(493)	74	(13.1)%	0
NET EXPENDITURE		1,073	179	265	86	1,581	508	47.4%	0

VIREMENT PROPOSALS

None this cycle.

REVENUE MONITORING VARIANCE NOTES

Employee Costs

(44)

0

The staff underspend contribution is forecast at £151k.

Property Costs

615

(0)

Current variance is linked to the budget saving from Economic Development that will not be achieved £613k.

Administration Costs

(47)

(0)

Underspend relates mostly to stationery.

Transport Costs

(16)

0

underspend relates to non contract internal fleet charges.

Supplies and Services

(74)

0

Underspend relates to other expenditure which is balanced by a reduction in income recovered.

Transfer Payments

0

0

No significant variance from budget is forecast for this item.

Income

74

0

Reduced income is forecast to be £74k in line with an underspend in supplies and services.

As at Period 2 2016/17 Communities Housing & Infrastructure Projects	Figures for Total Project			Pr	Cu
	Approved Budget	Expenditure to Date	Forecast Expenditure		
	£'000	£'000	£'000		
City Centre Masterplan	27,450	898	27,450	G	G
CATI: South College Street	5,533	63	5,533	A	A
City Centre Masterplan - Phase 1	2,000	0	2,000	G	G
Access From the North / 3rd Don Crossing	23,433	20,281	23,433	G	G
Western Peripheral Route	75,000	39,169	75,000	G	G
Strategic Land Acquisition	6,650	0	6,650	G	G
Hydrogen Buses	10,368	10,272	10,368	G	G
City Broadband (Accelerate Aberdeen)	6,880	4,086	4,726	G	G
Victoria House	2,609	2,622	2,629	G	G
CATI - Berryden Corridor (Combined Stages 1, 2 & 3)	20,175	692	20,175	G	G
A96 Park & Choose / Dyce Drive Link Road	15,200	8,424	15,200	A	A
Waste: Ness Landfill Leachate & Gas Control Measures	132	34	33	G	G
Waste: Energy from Waste (EfW) Procurement & Land Acquisition	3,379	424	3,379	G	G
Waste: Investment in Waste Collection	3,980	511	3,980	G	G
Waste: Refused Derived Fuel Plant	1,497	16	1,497	A	A
Waste: Co-Mingled MRF & Depot	25,444	7,402	25,444	A	A

Waste: Investment in WTS and existing HWRCs	94	0	94	G	G
Waste: Bridge of Don HWRC	1,400	0	1,400	G	G
Energy from Waste (EfW) Construction	75,000	0	75,000	G	G
Tillydrone Community Hub	3,500	1	3,500	G	A
TNRP - Investment in Advance Factory Units	2,900	21	2,900	G	G
New Aberdeen Exhibition & Conference Centre	81,580	0	81,580	G	G
City Deal	423	292	423	G	G
Aberdeen City Hydrogen Energy Storage (ACHES)	2,937	2,867	2,937	A	A
SIP New Build Housing Programme	3,000	753	3,000	G	G
Middlefield Project Relocation / Henry Rae Community Centre Extension	1,945	366	1,945	G	G
Street Lighting LED Lanterns (PACE 5 Year programme)	7,500	0	7,500	G	G
Flood Prevention Measures: Flood Guards Grant Scheme	500	0	500	G	G
Flood Prevention Measures: Riverside Drive at Bridge of Dee Court	500	0	500	G	G
Flood Prevention Measures: Millside & Paddock Peterculter	3,000	0	3,000	G	G
Flood Prevention Measures: Inchgarth Road	1,000	0	1,000	G	G
Station House Media Unit Extension	1,042	0	1,042		G
	416,052	99,194	413,819		

**As at Period 2 2016/17
Communities Housing &
Infrastructure Rolling
Programmes**

	Approved Budget	Expenditure to Date	Forecast Expenditure
	£'000	£'000	£'000
Corp Property Condition & Suitability Programme	9,186	890	9,186
Cycling Walking Safer Streets Grant	251	8	251
Nestrans - Capital Grant	1,495	(737)	1,000
Private Sector Housing Grant	700	110	700
Fleet Replacement Programme (including Zero Waste Strategy Fleet)	3,967	823	3,976
Planned Renewal & Replacement of Road Infrastructure	6,037	343	5,569
Planned Renewal & Replacement of Road Infrastructure (Street Lighting)	500	0	500
	22,136	1,437	21,182

Pr	Cu
G	G
G	G
G	G
G	G
A	A
G	G
G	G

Appendix C

As at Period 2 2016/17	Balance b/f 1 April 2016	Forecast for Year	New Amounts / (Unrequired) Amounts	Projected c/f 31 March 2017	Details (reason for holding, plans for using, assumptions on new amounts and reasons for unrequired amounts)
	£'000	£'000	£'000	£'000	
<i>Income Derived Projects:</i>	-	-	-	-	
Energy Efficiency Fund	1,224	-	-	1,224	Revolving fund for Council energy projects(Ceef)
Bus Lane Enforcement	1,290	1,290	-	-	As required by the relevant legislation, net income from Bus Lane Enforcement to facilitate the objective's of the Local Transport Strategy
Second/Long Term Empty Homes	6,898	1,999	-	4,899	Additional income generated by reducing the discounts which is to be used towards funding affordable housing.
<i>Other Projects:</i>					
Roads Repairs/Projects	319	319	-	-	Road repair and maintenance sum approved by Finance, Policy & Resources Committee May 2014. Includes £193k approved at FP&R in June 2016 for improvements to the road at Torry Battery.
Property Transfer	155	155	-	-	Funding in relation to the transfer of Thomas Blake Glover House to the Council as agreed at FP&R May 2014.
Park Improvements	242	242	-	-	Approved at FP&R in June 2015- Seaton park £100k, Auchmill £2k and Cairncry £4k. Approved at FP&R June 2016- Westburn Park Cycle Track £29k, Johnston Gardens £12.5k and Duthie Park Education Room £39k.
City Deal	300	300	-	-	Funding to support the City Deal Scheme.
Men's Shed Dyce	7	7	-	-	As approved by FP&R June 15, contribution to Men's shed social club charity, Dyce.
Hazlehead Pets Corner Renovation and Expansion	100	100	-	-	As approved by FP&R June 2015 renovation and expansion of Hazlehead Pets Corner. Works delayed in 2015/16 as quote for work was higher than funding available. Expect majority of spend in 2016/17.
DEM Education Communication Centres	1,105	1,105	-	-	Reserve for annual DEM carry forward for education centres.
Community Planning	24	24	-	-	Community Planning Participatory Budgeting in conjunction with Fairer Aberdeen. Approved at FP&R June 2016.
Big Belly Bins	105	105	-	-	To finance the next phase of city centre bin investment in partnership with Aberdeen Inspired. Approved at FP&R June 2016
New Carpets for Cummings Park Flat	4	4	-	-	Approved at FP&R June 2016
Printfield Community Project Creche Development	5	5	-	-	Approved at FP&R June 2016
Cornhill Community Centre Adult learning	5	5	-	-	Approved at FP&R June 2016
Community Centre Facility Improvements	47	47	-	-	As approved by FP&R June 15, internal improvement scheme for Balnagask Community Centre £5k. Approved at FP&R June2016- £2k CCTV for Balnagask, £16k Danestone, £4k Cairncry, £20k Ferryhill.
Tillydrone Community Development Trust	12	12	-	-	Approved at FP&R June 2016

As at Period 2 2016/17	Balance b/f 1 April 2016	Forecast for Year	New Amounts / (Unrequired) Amounts	Projected c/f 31 March 2017	Details (reason for holding, plans for using, assumptions on new amounts and reasons for unrequired amounts)
Tillydrone Vision	10	10	-	-	Approved at FP&R June 2016
New shed at St Clements Court	1	1	-	-	Approved at FP&R June 2016
Youth bus for Torry Community Centre	20	20	-	-	Approved at FP&R June 2016
Play Parks	170	170	-	-	Approved at FP&R June 2016. Includes Seaview Place £30k, Findon Ness £25k, Kincorth £3k, Crown Terrace Park £15k , Allan Park £60k, Bonnyview Rd £30k and Skene St £7k.
Off road motorcycle project	10	10	-	-	Approved at FP&R June 2016
Northfield Academy Fire Work display	1	1	-	-	Approved at FP&R June 2016
Replace defunct Security Camera System at Kincorth Shopping Centre	5	5	-	-	Approved at FP&R June 2016
To cover the legal costs for gifted landed from Culter House Estate in Culter to the Community Council	5	5	-	-	Approved at FP&R June 2016
Support for Milltimber Play Group outdoor forest	1	1	-	-	Approved at FP&R June 2016
<i>Revenue Grants:</i>					
Commercial- Dev Grant	30	-	-	30	Scheme - Confidence to Care, no applications during 14/15.
Duthie Park Bequest	66	-	-	66	As a bequest it requires to be spent on Duthie Park.
Private Sector Housing Grant	1,065	-	-	1,065	Fund is used to pay for repairs which are not funded by owners.
Welfare Rights / SLAB 2	7	7	-	-	To be spent on staff costs, admin & travel.
Welfare Rights/NHS Grant	15	15	-	-	To be spent on staff costs, admin & travel.
Community Justice Redesign Post	24	12	-	12	Approved FP&R June 2016. Ring-fenced funding for this post. Year 2 and year 3 costs will exceed grant so this reserve will needed to cover the additional costs.
DWP Flexible Support Funding	60	60	-	-	Approved at FP&R June 2016
Total	13,330	6,034	-	7,296	

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ABERDEEN CITY COUNCIL

COMMITTEE: Communities, Housing & Infrastructure

DATE: 25 August 2016

DIRECTOR: Pete Leonard & Richard Ellis

TITLE OF REPORT: 2016/17 Housing Revenue Account

REPORT NUMBER: CHI/16/151

CHECKLIST COMPLETE: Yes

1. PURPOSE OF REPORT

The purpose of this report is to provide elected members with a status report for the 2016/17 Housing Revenue Account and Housing Capital Programme as at 31 May 2016 summarising both income and expenditure.

2. RECOMMENDATION(S)

It is recommended that the Committee:-

- a) Notes the financial information contained within this report; and
- b) Instructs that the Head of Finance continues to update the Committee in consultation with the Director for Communities, Housing and Infrastructure on the outturn position for 2016/17.

FINANCIAL IMPLICATIONS

2.1 The Housing Revenue Account (HRA) has a gross expenditure of £86m which is ring fenced and is funded mainly from housing rents. The forecast position on the HRA, as outlined, indicates that there will be a working balance of £10.3m after taking account of the 2016/17 out-turn and other agreed commitments. This is in excess of the recommended minimum level of £8.3M.

2.2 Housing Capital has a funded programme of £43.5m, monies required to fund the housing capital programme can be achieved through external borrowing, capital receipts, capital grants and a revenue contribution. There are adequate resources available to finance the projected capital spend in 2016/17, as required by the Prudential Code.

4. OTHER IMPLICATIONS

Failure to adequately maintain and improve the Council's housing stock may lead to the Council breaching health and safety regulations, poorer housing conditions in Aberdeen and result in lower demand.

5. BACKGROUND/MAIN ISSUES

Housing Revenue Account

- 5.1 The projected net saving for the year is forecast at £24.4m. It is anticipated this will be used to provide a CFCR contribution to fund the capital programme and increase the working balance.
- 5.2 The analysis of the forecast variances from budget are as follows –

	£'000
Repairs & maintenance	(713)
Gas/Electric	349
Council Tax	171
Management & Admin	215
Loss of rent council houses	(232)
Supporting People contribution	100
Dwelling house rent income	353
Heat with rent income	(85)
Garages & Parking Spaces rent income	(195)

- There is an under spend in repairs and maintenance of £700k based on 15/16 actuals less a rebate from Building Services of £1.2m as per the HRA guidance. This will be monitored on a monthly basis. Repairs and Maintenance is demand led therefore out-turns will depend on weather and stock condition.
- Utilities are forecast to be £349k overspent based on actual expenditure from 15/16.
- Loss of Rent – Council Houses is currently forecast to be £230k under budget this is based on current trends.
- Dwelling House Rent Income is forecast to be £353k under budget based on actual income to date.
- All other variances are based on actual expenditure/income for 2015-16.

Housing Capital

- 5.3 The Council is required to manage its capital programme within the regulations set out in Part 7 of the Local Government in Scotland Act 2003. This allows Councils to set their own borrowing limits, provided that they comply with the Prudential Code.
- 5.4 The Prudential Code requires Councils to set a capital programme that is affordable, prudent and sustainable. The main test of affordability is

whether the capital financing costs can be contained within revenue budgets.

- 5.5 Council on the 3 December 2015 approved a funded Housing Capital Programme for 2016/17 of £43.4m.
- 5.6 The summary financial statement at Appendix 2 outlines the original budget for the current year and expenditure and income as at 31 May 2016.
- 5.7 Appendix 3 details the range of projects expected to be undertaken within the overall budget and spend to date.
- 5.8 It is currently forecast, based on figures to date, that the Housing Capital programme outturn will be managed within the framework as set out in the Prudential Code.
- 5.9 Appendix 4 details the earmarked reserves identified for the Housing Revenue Account.

6 IMPACT

Improving Customer Experience –

Accurate budget monitoring and forecasting assists the Council to plan and design our services around current and future customer needs as much as possible.

Improving Staff Experience –

Good financial information improves good financial management and helps to track how successful management initiatives, such as service redesign, have been.

Improving our use of Resources –

As a public sector organisation, the Council has a legal duty to be open, transparent and accountable for spending public funds.

Corporate -

Aberdeen the Smarter City:

Smarter Governance (Participation)

Accurate budget monitoring and forecasting contributes to the process of Smarter Governance.

Smarter Living (Quality of Life)

Housing Revenue Account delivers the priority 'tenants have a dry, warm home in a safe and enjoyable environment'.

Public –

The Council has a duty to ensure that best value is considered in all of its operations and this report helps to inform that process.

7 MANAGEMENT OF RISK

Housing Revenue Account

To ensure the anticipated forecast outturn is maintained the service has been -

- Managing controllable costs for example staff vacancies and overtime
- Maximising the potential income streams of the service.

Housing Capital

There are many factors that can lead to project delays such as consultation with tenants and owners, decanting of tenants and access to properties. Such delays would result in the opportunity to advance other projects.

8 BACKGROUND PAPERS

3 December 2015 Draft Housing Revenue Account (HRA) and Housing Capital Budget 2015/16 to 2019/20

Financial ledger data extracted for the period.

9. REPORT AUTHOR DETAILS

Helen Sherrit,
Finance Partner,
hsherrit@aberdeencity.gov.uk

Appendix 1

ABERDEEN CITY COUNCIL REVENUE MONITORING 2016 / 2017 - HOUSING REVENUE ACCOUNT

DIRECTORATE : HOUSING AND ENVIRONMENT
DIRECTOR : PETE LEONARD

As at 31 May 2016	Full year Revised Budget	YEAR TO DATE			FORECAST TO YEAR END			Change from last report
		Revised Budget	Actual Expenditure	Variance Amount	Outturn	Variance Amount	Variance Percent	
ACCOUNTING PERIOD 2	£'000	£'000	£'000	£'000	£'000	£'000	%	£'000
PROPERTY COSTS	32,859	5,477	5,429	(48)	32,674	(185)	-1%	0
ADMINISTRATION COSTS	12,287	2,048	1,955	(93)	12,509	222	2%	0
SUPPLIES & SERVICES	410	68	87	19	410	0	0%	0
TRANSFER PAYMENTS TOTAL	2,527	422	394	(28)	2,407	(120)	-5%	0
CAPITAL FINANCING COSTS	14,299	0	0	0	14,299	0	0%	0
GROSS EXPENDITURE	62,382	8,015	7,865	(150)	62,299	(83)	0%	0
LESS: INCOME								
OTHER GRANTS & CONTRIBUTIONS	0	0	0	0	0	0	0%	0
INTEREST	(114)	(19)	0	19	(114)	0	0%	0
OTHER INCOME	(86,704)	(14,451)	(14,112)	339	(86,621)	83	0%	0
TOTAL INCOME	(86,818)	(14,470)	(14,112)	358	(86,735)	83	0%	0
NET EXPENDITURE	(24,436)	(6,455)	(6,247)	208	(24,436)	0	0%	0

VIREMENT PROPOSALS

REVENUE MONITORING VARIANCE NOTES

FORECAST VARIANCE £'000	CHANGE £'000
-------------------------------	-----------------

Property Costs

The main reasons for the movement is a forecast over spend in repairs and maintenance of £713K based on 15/16 actuals less rebate offset by Overspends on Utilities £349K and Council Tax based on 15/16.

(185) 0

Administration Costs

The overspend relates to forecast Services Administration and Charges based on 15/16 actuals plus 1%..

222 0

Supplies & Services

On Budget.

0 0

Transfer Payments

The main reason for the underspend is reduced loss of rent for Council Properties £220K, resulting from a lower than anticipated volume of voids. This is offset by an overspend on Supporting People contribution £100K.

(120) 0

Capital Financing Costs

On Budget.

0 0

Income

The forecasts for Dwelling House Rent Income and various other rents are based on current forecast level of income.

83 0

0	0
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APPENDIX 2

2016/17

	Approved Budget £'000	Actual at 31/05/16 £'000	Estimated Out-turn £'000	Notes
Expenditure	48,846	2,018	43,473	1
Slippage	(5,373)			2
<u>Total Expenditure</u>	<u>43,473</u>	<u>2,018</u>	<u>43,473</u>	
<u>Funded by:</u>				
Borrowing	(14,371)	0	(14,371)	3
CFCR	(24,436)	(2,018)	(24,436)	4
Grant Income	(4,666)	0	(4,666)	
<u>Total Income</u>	<u>(43,473)</u>	<u>(2,018)</u>	<u>(43,473)</u>	

(Note 1) Expenditure

As at 31 May 2016 the Council has paid £2m of the budgeted £43.5m.

(Note 2) Slippage

The total available budgeted programme for capital expenditure of £43.5m is set to allow for slippage. (contract price variations, projects starting later than anticipated, projects being amended etc)

(Note 3) Borrowing

This is the level of borrowing the Council has approved to undertake in 2016/17.

(Note 4) Capital From Current Revenue (CFCR)

At present it is anticipated that a £24.4m for the revenue contribution to capital will be made.

The overall level of the revenue contribution will be subject to variation dependent on the final position of the Housing Revenue Account and the Capital programme.

Appendix 3

Housing Capital 2016/17

Project	Original Approved Programme £'000	Actual As at 31 May £'000
SCOTTISH HOUSING QUALITY STANDARDS		
1 Compliant with the tolerable standard		
1.1 Major Repairs		
Major Repairs/Capitalised Repairs	400	233
	<hr/> 400	<hr/> 233
2 Free from Serious Disrepair		
2.1 <u>Primary Building Elements</u>		
Structural Repairs Multi Storey	9,424	17
Multi Storey blocks are surveyed on a 5-7 year cycle to identify any works required to the Structure of the buildings in order to keep the buildings safe and prolong their life.		
Structural Repairs General Housing	3,600	6
Structural works carried out in order to keep the building stable and structurally sound		
<u>Secondary Building Elements</u>		
2.2 Upgrading Of Flat Roofs General	100	53
Replacement of existing roof covering and upgrading of insulation to meet current building Regulations.		
2.3 Upgrade Flat Roofs Multi Storey	1,020	196
Full replacement of the flat roofs and also checking the replacement of roof ventilation as required		
2.5 Mono Pitched Types	810	31
Replacement of the external render of the building, replacement of gutters and downpipes and environmental works		
2.6 Window Replace General	654	(151)
A rolling programme of double glazing where previously single glazing, or replacing Double glazing to meet current standards. This is based on a cyclical programme.		
2.7 Window Replace Multi Storey	0	0
A rolling programme to replace existing double glazing to meet current standards. This is on a cyclical programme.		
2.8 Balcony Storm Doors	0	0
Replacement of existing doors with more secure, solid doors		
2.9 Balcony Glass Renewal - Multi Storey	0	0
Replacement of existing balcony glazing on a cyclical basis		
	<hr/> 15,608	<hr/> 152
3 Energy Efficient		
<u>Effective insulation</u>		
3.1 General Houses Loft Insulation	76	0
Installation of loft insulation where there is none previously or the topping up of existing Insulation to comply with current building regulations.		
<u>Efficient Heating</u>		
3.3 Heating Systems Replacement	4,369	796
Replacement of boiler/whole system as deemed necessary.		
3.4 Medical Need Heating	0	0
Installation of gas/electric heating depending on the medical assessment.		
This can be installing a completely new system, modifying or extending an existing system.		
3.5 Energy Efficiency Multi Blocks	1,600	2
Contribution to Aberdeen Heat & Power for the creation of Combined Heat & Power Plants		
3.6 Energy Efficiency Sheltered	0	0
Introduction of energy efficiency measures in sheltered housing such as new or upgraded Systems.		

Project	Original Approved Programme £'000	Actual As at 31 May £'000
<u>Additional Energy Efficiency measures</u>		
3.7 S.C.A.R.F Payment to SCARF for work carried out by them under the Energy Efficiency programme to Individual council properties. The work carried out includes the installation of loft insulation, Draught proofing and compact fluorescent bulbs. Also, providing tenants with energy efficiency Advice and information.	35	0
3.8 Solid Wall Insulation Installation of solid wall insulation where there was none previously.	0	0
3.9 Vestibule Doors Installation of new doors where there were none before.	0	0
	6,080	798
4 Modern Facilities & Services		
<u>Bathroom and Kitchen Condition</u>		
4.1 Modernisation Programme Replacement of bathrooms and kitchens.	1,340	302
	1,340	302
5 Healthy, Safe & Secure		
Healthy		
5.1 Condensation Measures Installation of heating systems and ventilation measures to combat condensation.	21	0
Safe		
5.3 Rewiring Replacement of cabling, fittings and distribution boards as necessary. This work is carried out in every property on a cyclical basis	2,645	163
5.4 Lift Replacement Multi Storey/Major Blocks Replacement of lifts where they are beyond economical repair. This can be full replacement replacement of specific parts of the lift.	1,125	61
5.5 Smoke Detectors	318	0
5.6 Services Cyclical maintenance/replacement of the following services Ventilation Systems, Water Tanks/Pipework, Refuse Chutes/Chamber Dry Riser Systems, Standby Generators	0	0
5.7 Entrance Halls/Concierge Provision of security service	0	0
5.8 Laundry Facilities Replacement of laundry equipment	0	16
5.9 Upgrading of Lighting Installation of lighting controlled by photo cell i.e. switches on and off automatically depending on the level of natural light. Installation of lighting in areas where there was none before.	0	0
Secure		
5.11 Door Entry Systems Installation of door entry and replacement of existing doors where required	353	0
5.12 Replace Door Entry Systems - Major Blocks Installation of door entry and replacement of existing doors where required	0	0
5.13 Other Initiatives Upgrading of stairs and installation of security doors and door entry systems	290	0
5.14 Crime Prevention /Safety Measures	4,752	240

Original	Actual
Approved	As at 31
Programme	May
£'000	£'000

Project

NON SCOTTISH HOUSING QUALITY STANDARDS

6 Community Plan & Single Outcome Agreement		
6.1 Housing For Varying Needs	400	19
New build including extra care housing.		
6.2 Community Initiatives	0	0
Refurbishment of properties or environmental improvements in designated areas.		
6.5 Regeneration/Affordable Housing	1,000	0
Early Action projects linked to Regeneration and Master planning Briefs for Regeneration & provision of consultation events.		
Acquisition of land for new build programme		
6.6 CCTV – Multi Storey	154	0
Provision of CCTV for the multi storey service		
6.7 Adaptations Disabled	1,000	277
Installation of level access showers, ramps, stair lifts and kitchen adaptations		
6.8 Special Initiatives/Barrier Free Housing	600	(51)
Provision of specialist facilities or housing for tenants with particular needs i.e. extensions		
6.9 Housing For Varying Needs- Amenity/Adaptations	30	(138)
Conversion of properties to Amenity Level standard		
6.10 Housing For Varying Needs- Extra Care/Adaptations	70	(16)
Adaptations required to ensure existing sheltered housing stock meets current standards		
6.11/ Roads/Paths	300	0
6.12		
Upgrade of Roads to an adoptable standard and the Formation or upgrading of paths		
6.13 Garages	0	0
Upgrade of Garages		
6.14 New Affordable Housing	11,100	121
	<hr/>	<hr/>
	14,654	212
7 Service Development		
7.1 Conditions Surveys	0	0
Surveying of Council houses to identify failures against Scottish Housing Quality Standard		
7.2 Property Database	0	0
Various items of IT equipment including hardware and software		
7.3 Integrated Housing System	0	0
Various purchase of PC's and software packages		
	<hr/>	<hr/>
	0	0
8 Service Expenditure		
Corporate Fees	6,012	81
	<hr/>	<hr/>
	6,012	81
Total Budget		
	<hr/>	<hr/>
	48,846	2,018

Earmarked Reserves

As at Period 2 2016/17	Balance b/f 1 April 2016	Forecast for Year	New Amounts / (Unrequired) Amounts	Projected c/f 31 March 2017	Details (reason for holding, plans for using, assumptions on new amounts and reasons for unrequired amounts)
	£'000	£'000	£'000	£'000	
<i>Projects:</i>					
Welfare Reform	2,850	0	0	2,850	Money Set aside for the potential impact of welfare reform, as Universal Credit did not commence in Aberdeen until November 15.
Repairs & Maintenance	1,193	1,193	0	0	This is for the zero cost jobs in Building Services as at 31 March 2015. Jobs initiated at 31 st March 2015 but work has yet to commence.
Non RTB Sales	245	0	0	245	Income from non Right to Buy sales to be set aside for new build.
Total	4,288	1,193	0	3,095	

ABERDEEN CITY COUNCIL

COMMITTEE	Communities Housing & Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Request for approval of expenditure for Plumbing & Heating supplies through the submission of a Mini Bid on Scotland Excel – Supply and Delivery of Plumbing and Heating Materials
REPORT NUMBER:	CHI/16/176
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

This report advises Committee of the intention to issue a Mini Tender for the provision of plumbing/heating supplies, which in the main will be used for Housing Response Maintenance Work.

2. RECOMMENDATION(S)

It is recommended that the Committee:

- (a) in accordance with regulation 4.1.1.4 of the Council's Procurement Regulations, approve the estimated expenditure of up to **£6.90**million under the framework agreement over a 4 year period for plumbing/heating supplies for Housing Response Maintenance Work and Capital Programme for Central Heating Installations; and
- (b) Instruct the Head of Commercial and Procurement, under regulation 4.2.2 of the Procurement Regulations to designate the required Delegated Procurer(s) within the service in order to set in place and utilise the sole award agreement applicable to each Lot that will result from the Mini Bid exercise which will be conducted on Scotland Excel – Supply and Delivery of Plumbing and Heating Materials

3. FINANCIAL IMPLICATIONS

The 3 Year Housing Revenue and Capital budgets approved by Council on 3 December 2015 included provision for:

Repairs & Maintenance

2016/17 - £24.746 million
2017/18 - £25.323 million
2018/19 - £25.914 million

Capital Works (Net programme)
2016/17 - £43.473 million
2017/18 - £42.792 million
2018/19 - £26.835 million

The recommendation is to create procurement agreements from delegated powers to ensure a robust assessment framework is in place for the awarding of contracts which will ultimately be funded from these budget headings, and that Best Value is achieved in the use of Council tenants' funds.

4. OTHER IMPLICATIONS

Equalities

The supply provision covered by this report is for Plumbing and Heating materials. There are no direct or indirect implications regarding EHRIA on any outcome to this report.

Health and Safety

The contracts implementation will follow appropriate Health and Safety Regulations and Policy.

Privacy Impact Assessment

Not Applicable

5. BACKGROUND/MAIN ISSUES

Building Services procure numerous supplies, services and works contracts for the repair, maintenance and upkeep of the Councils housing stock. In addition, Building Services procure materials for works undertaken on Council property, for in-house contracts through Land & Property Assets and for external organisations when successful in tendering exercises.

The anticipated volume of spend, taking into account previous spend experienced, for the 4 year period from 1st April 2016 to 31st March 2020 is forecast at £6.90million. In order to ensure the contracts / frameworks that are available are fit for purpose, an additional 10% uplift will be included in the Contract Notice bringing the maximum spend through this agreement to £6.9 million.

STOCK MATERIAL	Supplies Financial Years				4Yr Total	Plus 10%
	16/17	17/18	18/19	19/20		
Response Materials	£1,500,000	£1,537,500	£1,575,938	£1,615,336	£6,228,774	£6,851,651

Scotland Excel Framework Agreement – Supply and Delivery of Plumbing & Heating Materials

It should be noted by committee that the 10% uplift is being applied on the 4 year total in the table to accommodate value of unscheduled projects. This basis is deemed realistic to accommodate as the majority of spend will be through Scotland Excel Framework agreements with which there is no guarantee of spend.

Proposed Route to Market

Sanitary ware, central heating and plumbing stock materials are currently procured through Scotland Excel Framework Agreements either by direct call off or through mini competition and it is our intention to continue using this route.

The Suppliers who were awarded onto the Scotland Excel Supply and Delivery of Plumbing and Heating Materials have local outlets to provide for any plumbing/heating materials supply to Aberdeen City Council.

6. IMPACT

Improving Customer Experience –

Internal customers: Architects, Asset Management, Facility Management, Housing, Roads, Grounds, Bon Accord Care and External customers: Tenants, Owners, Aberdeen University. – This procurement will allow Response times to be met/ maintained due to the availability of materials in a short turn-around from compliant frameworks which are immediately available to our service. It will also allow us to react quickly to emergency situations which may arise. Cost transparency information will be built into the tenders.

Improving Staff Experience –

Internal staff (Contract Managers, Operational Teams, and Stores) will be provided with compliant frameworks for selecting Suppliers/ Materials to meet their construction requirements.

Improving our use of Resources –

Cost transparency and estimating will be improved as a result of this framework. Aim is for sole supplier to be awarded to allow clear streams of money transfer to be viewed. This will aid Oxygen in offering improved payment terms for large scale spends to realise potential rebates.

Corporate -

Within “Aberdeen – the Smarter City”, the Council’s policy document for 2012-2017, the following policy targets are set out:

Smarter Living (Quality of Life):

We will provide quality services to our council tenants to enable them to have a dry, warm home in a safe and enjoyable environment.

The recommendation meets the National Outcome Measure 15

- Our public services are high quality, continually improving, efficient and responsive to local people's needs

Public –

This paper is relating to procuring a new contract within:

Existing approved expenditure

Utilising the current Scotland Excel awarded framework for Plumbing and Heating materials

ACC Building Services carry out approx. 110,000 response repair jobs per annum with an overall annual value of around £14.5m.

In Fin Yr. 15/16:

Plumbing jobs: 24,933Nr account for 22.67% of the above works.

Value £2.4m or 16.5% of total income

Heating jobs: 1,874Nr account for 1.70% of the above works.

Value £2.375m or 16.38% of total income

Combined value accounts for almost a third of overall income.

Plumbing/Heating materials are worth approx. £1.5m spend per annum.

Proposal is to carry out a Mini Bid for Plumbing and Heating Materials through Scotland Excel's Supply and Delivery of Plumbing and Heating Materials framework.

Aims for Aberdeen City Council:

- Attain a sole/main supplier for Plumbing and Heating materials
- Reduce Admin costs for Purchase Orders / Invoices.
- Increase stores efficiencies
- Create ability for Oxygen to seek additional rebates in line with annual expenditure and agreed payment terms.
- Possible reduction in material costs
- Possible reduction in charge tenant costs for rechargeable items /work.
- Apply further strategy if Capital Programme dictates additional plumbing/heating projects. (Please note SHQS complete for bathroom upgrades – warmer homes still a requirement)
- Achieve Best Value for plumbing and heating materials

Additional strategy can be considered e.g. bulk buying if market trends dictate - copper prices can be volatile.

The Suppliers who were awarded onto the Scotland Excel Supply and Delivery of Plumbing and Heating Materials have local outlets to provide for any plumbing/heating materials supply to Aberdeen City Council.

The supply provision covered by this report is for Plumbing and Heating materials. There are no direct or indirect implications regarding EHRIA on any outcome to this report.

7. MANAGEMENT OF RISK

By seeking approval in this manner we are meeting the Council's internal requirements and reducing risk of breach of the Procurement Regulations. We are also ensuring a transparent and open process of instructing works by using a framework and mini tender process that will help demonstrate best value in the use of public funds. These actions reduce the likelihood of challenge to an award or criticism from internal audit or external oversight bodies.

Orders will be provided to suppliers in line with the processes employed through Building Services QMS ISO9001:2008.

Oxygen will be informed of award to allow an invitation to be made to successful supplier(s) inviting their participation with the Supplier Incentive Scheme. The Scheme has payment plans which allow for additional rebates to be agreed in relation to Aberdeen City Council spend.

8. BACKGROUND PAPERS

N/A

9. REPORT AUTHOR DETAILS

Robert Kerr
Quantity Surveyor/Procurement, Communities, Housing &
Infrastructure
rkerr@aberdeencity.gov.uk
DD 01224 489357

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Communities, Housing and Infrastructure – Performance Report
REPORT NUMBER:	CHI/16/152
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to present Committee with key performance measures and progress of key improvement work within the Communities, Housing and Infrastructure Directorate.

The format of the Report has changed from that used in previous cycles to reflect the Council's corporate Performance Management Framework which has been adopted across all Council Services.

2. RECOMMENDATION(S)

The Committee are asked to:

- (a) Note the adoption of the new corporate Performance Management Framework and the resulting revised arrangements for reporting performance information to Committees, and
- (b) Provide comment and observation on the performance information contained within the report and agree the revised set of performance measures.

3. FINANCIAL IMPLICATIONS

There are no direct implications arising out of this report.

4. OTHER IMPLICATIONS

Although adoption of the Performance Management Framework has significant implications for the effective operation of the Council, its ability to meet statutory requirements and on its reputation, there are no direct implications arising from the content of the report.

5. BACKGROUND/MAIN ISSUES

5.1 As part of its response to the findings of the 2015 Best Value Audit, the Council committed to undertaking a comprehensive review and redesign of its performance management framework.

5.2 The BV Audit included recommendations that the Council:-

- Ensure the Council's vision is translated into clear objectives and targets with links to service plans;
- Ensure elected members are receiving consistent information on service performance to enable them to discharge their scrutiny role effectively;
- Implement plans to refocus performance measurement on outcomes;
- Ensure clear links between the performance information submitted to members for scrutiny and the Council's strategic plans.

5.3 The Committee will be aware that significant progress has already been made connecting vision and priorities to plans, through the refresh of the Council's Strategic Plan, as well as the comprehensive development of Directorate and Service Plans. This work lays the foundation for strong performance management arrangements.

5.4 A further key step has been taken through the development of a new corporate "Performance Management Framework" (PMF), which has been agreed by the Corporate Management Team and is now being implemented across all services. There are a number of direct implications, flowing from the PMF, for Services reporting performance to committee.

A. Standard Reporting Template

The PMF includes amended arrangements for reporting performance to Committees ensuring, as recommended by Audit Scotland, that members receive consistent information to enable them to discharge their scrutiny role effectively.

New reporting templates have been designed incorporating the following key aspects of performance management:

- i. All measures relate to policy priorities (“Aberdeen: the Smarter city”) or organisational priorities (“Shaping Aberdeen”);
- ii. A summary dashboard of measures is supplemented by detailed analysis of “exceptional” performance. The indicators included in this section will vary from cycle to cycle but will, going forward, provide members with the opportunity to request more in-depth analysis of specific areas of performance.
- iii. Performance is contextualised with:-
 - a. Trend data;
 - b. Benchmarking data;
 - c. Agreed improvement targets;
 - d. Analysis / intelligence in support of improvement planning;
 - e. A clear statement of why the measure is important for the delivery of council priorities.

B. Focus on Reporting Outcomes

As part of the 2016 strategic, directorate and service planning programme, Services have reviewed their performance measures. This work has led to an increased focus on outcomes in performance reports to committee. Committee is now asked to agree the revised set of performance measures which focus more on strategic priorities and outcomes than on the operational activity.

C. Additional Performance Reporting

Whilst the standard template will be submitted regularly to all Committees, the Service will also provide a timetable of additional performance reporting to Committees. This will include, for example, reporting of annual releases of significant data sets; and more in depth reporting of particular performance issues.

6. IMPACT

Improving Customer Experience –

The performance report includes measures of improvement in customers experience.

Improving Staff Experience –

The performance report includes measures of improvement in staff experience. It is acknowledged that improved awareness of, and positive engagement in performance management support staff motivation and morale.

Improving our use of Resources –

The performance report includes measures of improvement in the use of resources.

Corporate -

Effective management of performance, through the delivery of strategic priorities is central to the success of any organisation. The scrutiny role of elected members is a key element of governance and implementation of Audit Scotland's recommendations, through the Performance Management Framework, supports this.

7. MANAGEMENT OF RISK

The implementation of the Performance Management Framework is a key mitigation of risks of underperformance and ineffective use of resources.

8. BACKGROUND PAPERS

Best Value Audit report by Audit Scotland 2015
Performance Management Framework
Aberdeen City Council Strategic Business Plan Refresh
Communities, Housing and Infrastructure Directorate Plan and Service Plans

9. REPORT AUTHOR DETAILS

Martin Murchie
Policy, Performance and Parliamentary Liaison Manager
mmurchie@aberdeencity.gov.uk
01224 522008

Louise Fox
Development Officer
lfox@aberdeencity.gov.uk
01224 522666

Director's Progress Report
Communities, Housing and Infrastructure
25th August 2016

Chief Executive Progress Report 12 May to 29 June 2016

Communities, Housing & Infrastructure

Awards

Food for Life Silver Accreditation

The Catering Service has gained the Food for Life Silver Accreditation for all primary school sites across the city. The scheme is promoted by the Soil Association who are committed to improving Food Provenance across Britain and is supported by the Scottish Government. Their primary aims are to champion organic principles and practice, and to promote health and vitality for people, farm animals and nature. The Silver Accreditation has been driven forward by Catering Advisor – Susan Bailey and supported by the whole team. We are only the second authority in Scotland at present to gain the Silver Award and obtaining it clearly shows that our school catering uses healthy produce that is freshly prepared, free range and organic. It also uses MSc approved fish which is sourced in local waters. Angela Mitchell, Soil Association Scotland Deputy Director said “We are absolutely delighted that Aberdeen City Council has achieved the Silver Food for Life Catering Mark for their primary schools meals service. It is a significant achievement, which demonstrates real dedication, teamwork and leadership in driving excellence in public sector catering. Reaching Silver is a testament to the continued commitment to providing fresh and healthy school food, whilst also making progress towards using more local, organic and ethically sourced ingredients”. The next steps for our catering team will be to gain the Silver Accreditation for our Academy sites and next year go for Gold in Primary sites, thus further improving the catering experience for our clients while their health and well-being as top priority.

APSE Scotland Aviemore Rising Stars 2016

The Rising Stars Awards celebrate local authority employees who show the skills, mind-set and innovative thinking to deliver excellence in frontline services. Gold, silver and bronze winners have all proven their exceptional abilities through their hard work and dedication. The Environmental Services team had two winners at the awards in the Parks, Grounds and Streets Services category, Stephen Bly, Community Engagement Officer won Silver, and Derek McKay from Seaton Park Garden's was presented with Bronze.

Aberdeen Ecocity Award 2016

Members of the Sustainable Development Team in partnership with Environmental Services Team, Transport Team and Recycling Team, are working towards the EcoCity Awards 2016. The EcoCity Awards recognise and reward local people for their efforts to make Aberdeen a more sustainable city.

The team has worked to add new categories and prizes for the 2016 Awards. This year submissions are invited from, individuals, community groups, schools, businesses, charities and other organisations in the following categories:

- Fairtrade EcoCity Award
- Sustainable Travel EcoCity Award
- Waste Reduction EcoCity Award
- Clean-up Champion Eco-City Award (Two winners)
- Growing Smarter EcoCity

In addition there will be two further awards: a Judges Award, for the best new-comer or innovation and an overall EcoCity Award for the most inspiring entry in helping Aberdeen to become a more sustainable place. All finalists will be invited to the award ceremony at the Beach Ballroom in November.

TechKnow Project

The Council has been successful in securing funding from the Department of Business, Innovation and Skills to improve re-use and recycling of waste electrical goods. The funding has been used to set up “TechKnow”, a project aimed at schools and other educational establishments to raise awareness of the re-use of high value electronic goods such as mobile phones, laptops, games consoles, tablets, etc. The project will provide collection facilities for unwanted goods which will be refurbished by partner company ReTek for onward resale. In addition, workshops are being run in schools to show pupils what these items are made from, how they can be repaired or recycled and the environmental benefits of doing this. The project will run until the end of this year.

School Visits to Duthie Park

As usual this is one of the busiest periods for the Duthie Park Rangers Service with schools organising visits to Duthie Park. Almost 50 schools visited the Park during the summer term, taking part in a variety of workshops including Tropical Rainforests, Pond Dipping and planting out the bees bed in the Floral Courtyard. During the term, Danestone Primary celebrated their 30th birthday by bringing the whole school to the Park for a day of activities.

Mr Therm goes on his holidays for a ‘new look’

A popular former working train which is part of the playground facilities at Seaton Park is to have a £60K refurbishment. Mr Therm and his carriages were dismantled recently by contractors David Ogilvie and taken away for repairs and to be painted before being installed back on site later this summer. A notice is to be put up informing youngsters that Mr Therm is away on his holidays with his four carriage friends because he is feeling a little under the weather. Mr Therm was originally a locomotive used for transporting coal from Aberdeen harbour and with the closure of the former gas plant in the 1970s, Mr Therm was transferred to Aberdeen Council for preservation, with the engine being placed in the play area at Seaton Park in 1974.

Bridge of Don and Oldmachar Learning Partnership funds CAF4e* Lunch Club

The CAF4e (Carpenter’s Arms Fellowship for Everyone) Lunch Club was provided a kick-start allocation from the Bridge of Don and Oldmachar Learning Partnership of £2385.60 to fund equipment, crockery, cutlery, transportation and craft items. Partners include Aberdeen City Council, Aberdeen Football Club, Danestone Management Committee, local volunteers and Danestone Primary School

The aim of the project is to:

- establish a lunch club for the older population living in Danestone /Bridge of Don/Oldmachar who are socially isolated.
- help alleviate the symptoms of depression by providing those who are socially isolated with more contact with the community
- provide older people with a support network through social contact and give them information on healthy living.

The Lunch Club will run bi-weekly for two different groups of users. Around 40 people can be sat comfortably in the Danestone Community Centre Hall and the lunches will be provided by Danestone Primary School kitchen with all lunch club users being charged a £4 entrance fee.

Bucksburn Academy leads the way to a Tobacco-free Generation

Staff and pupils at Bucksburn Academy campus are proud to endorse Scotland’s Charter for a Tobacco-free Generation – the first school in Grampian to do so.

This move highlights the culmination of the school’s forward-thinking culture, policies and practice in relation to tobacco. The campus goes beyond simply enforcing a no smoking policy; it recognises

the duty of the whole school to provide effective education on tobacco and health and encourages teachers and other staff to act as positive role models for pupils.

Their collective vision is:

- To support young people to be confident in making the decision not to smoke
- To support individuals to stop smoking
- To work in partnership to make Bucksburn Campus smoke-free
- To implicitly include tobacco education in the S1 curriculum

To mark the launch of the Bucksburn Community Campus Tobacco Policy, Bucksburn campus staff and pupil champions joined forces with a number of partners including Young Scot, ASH Scotland and NHS Grampian Smoking Advice Service to provide input and support to pupils. Community staff also patrolled school grounds to monitor and facilitate effective implementation of the policy and to offer advice and support.

Race

A new partnership working agreement with the Multicultural Centre was signed on 31st May 2016. The Multicultural Centre organises and delivers One World Day, a cross – cultural festival held annually in September, on behalf of the Council and assists the Equalities team in engaging and consulting with the “seldom listened to” ethnic minority communities.

Gypsy/Travellers History Month

40 people participated in a cultural awareness-raising day to mark Gypsy/Traveller History Month on 22 June, 2016, with Traveller story-telling, music and a display exhibition produced by Gypsy/Traveller. Keynote speakers included Lynne Tammi, Director of Article 12. Article 12 is an independent, young person-led, non-governmental organisation in Scotland, established in 1996, that works to promote "Youth rights" as set out in international human rights charters through the medium of peer education, Michael Molden, who leads a project on engaging with young Gypsy/Traveller men and Bernadette Williamson on "Reflections on growing up as a female Scottish Traveller".

LGBT+

Aberdeen City Council marked International Day against Homophobia, Transphobia and Biphobia on 17 May 2016, when the façade of Marischal College was bathed in rainbow colours – the well - known symbol of the LGBT+ community. This opportunity was also used to highlight the success of Aberdeen City Council on the massive improvement in our Stonewall Workplace Equality Index score. Stonewall campaigns for LGBT+ equality in the workplace and Aberdeen City Council moved up the Index 36 places in 2016 compared to 2015.

Adjustments to Chapel Service Times at Aberdeen Crematorium

Following a number of requests and feedback from members of the public, Councillors, Funeral Directors and ministers, a review of Chapel Service times at Aberdeen Crematorium has been carried out. The majority of requests were to increase the chapel service times by 5 minutes and this has been accommodated in a revised schedule. This new schedule will increase the time between services in the East Chapel from 40 minutes to 45 minutes and for services in the larger West Chapel an increase from 40 minutes to 60 minutes, this includes an extra 15 minutes to exit the Chapel. It is proposed to trial this new service time schedule for 6 months beginning on 4th July 2016.

Extended Construction Working Hours AWPR

In April extended working hours were approved for weekends on the AWPR construction. Approval was granted after a lengthy process of consultation and discussion with the Construction Joint Venture (CJV) and Aberdeenshire Environmental Health. Environmental Health received an application to extend working hours at the weekend from 7am to 7pm on Saturday and Sunday

when previously existing restrictions meant work could only be carried out on Saturdays between 8am and 1pm.

Environmental Health Officers identified areas where noise impact would be too significant on local residents and required certain restrictions on hours of operation and exclusions in others to minimise impact. There have been no complaints about noise relating to the extended working hours allowing for more flexibility.

Ultimate Business Show

The Business & Skills team took an exhibition stand at the Ultimate Business Show at AECC on 16th June to assist local SMEs and help them improve their success in tendering for work. They also ran 6 Business Booster events during this period, on topics as diverse as workforce health and safety and internationalisation.

Trade links

On Thursday 19th May, Aberdeen City Council welcomed and co-organised a business programme for a 20-strong visiting delegation from Colombia, exploring the development of trade and academic links within the oil and gas sector. The delegation was made up of representatives from a number of universities from across Colombia as well as from DIMAR (the national maritime authority), SENA (the national service of learning), ANH (national hydrocarbons agency), and ANDI (national business association of Colombia). Aberdeen companies were presented with the opportunity to grow their businesses through exporting their products, services and expertise to this market, particularly in the short to mid-term for those working in training and education and also the longer term for businesses in the oil and gas supply chain.

Aberdeen Norway Gateway

The Third Meeting of the Aberdeen Norway Gateway took place on Tuesday 14th and Wednesday 15th June 2016 at Norwood Hall Hotel, comprising the Aberdeen Norway Gateway Lunch and Norway British Showcase. The team were joined at the Lunch by local businesses with interests in the Norwegian market.

Trade Mission

Aberdeen City Council led a successful four-centre Trade Mission to Northern Norway from 20th to 24th June, visiting Kirkenes, Hammerfest, Narvik and Sandnessjoen. Aberdeen companies, known internationally for their broad range of off-shore capabilities and technological capacity, have much to contribute to the province's unique technological and climatic challenges.

This mission provided companies with an opportunity to review the current market situation as well as identify future opportunities, to develop new relationships and to position themselves for future market entry.

Pete Leonard
Director

STANDARD KPI REPORTING TEMPLATE









Shaping Aberdeen









Improving Customer Experience

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
Percentage of tenants satisfied with the standard of their home when moving in (Year to Date)	79.5%	80%	67.3%		62.7%		62.7%			
Satisfaction of new tenants with the overall service received by the Estates Service (Year to Date)	96.3%	90%	91.8%		90.1%		90.1%			
The year to date % of Tenancy Management actions which saw a decision/outcome made within our statutory target	91.78%	100%	89.7%		92.4%		91.5%			
% of New Tenant Visits and recorded outcomes completed within 28 day local target	72.9%	100%	69.2%		90%		90.5%			
YTD % of Homeless decisions reached within 28 days	80.3%	80%	99.2%		99.6%		99.7%			
HMO Licenses in force	1186		N/A		N/A		1208			
HMO License Applications Pending	180		N/A		N/A		218			
Number of Rental Properties Approved	22,311		N/A		N/A		22,388			
Percentage of tenants who have had repairs or maintenance carried out in the last 12 months satisfied with the repairs and maintenance service (year to date)	95.2%	80%	94.1%		95.9%		97.1%			
Non Domestic Noise % responded to within 2 days – Year to Date	98.1%	100%	98%		100%		98.1%			
High Priority Pest Control - % responded to	98.7%	100%	98.4%		98.7%		100%			

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
within 2 days – Year to Date										
High Priority Public Health - % responded to within 2 days – Year to Date	99.1%	100%	100%	✓	98.2%	✓	100%	✓		
Dog Fouling - % responded to within 2 days – Year to Date	96.9%	100%	98.4%	✓	93.1%	⚠	97.3%	✓		
Food Safety Hygiene Inspections % premises inspected 6 monthly	100%	100%							100%	✓
Food Safety Hygiene Inspections % premises inspected 12 monthly	97.9%	100%							100%	✓
Food Safety Hygiene Inspections % premises inspected more than 12 monthly	98.8%	100%							64.6%	✗
% of business advice visits carried out to registered tobacco retailers to advice on compliance with tobacco legislation – Year to Date	28.39%	20%							4.41%	✓
% of test purchasing visits carried out to registered tobacco retailers to test for retailer compliance with age restrictions – Year to Date	12.93%	10%							6.31%	✓
% of samples reported within specified turnaround times in quarter (ASSL)		80%								
% of EQA samples that fall into the 'satisfactory' category in quarter (ASSL)		95%								
Percentage of anti-social behaviour cases reported in the last year which were resolved within locally agreed targets - Charter Indicator	98.4%	98%	98.33%	✓	98%	✓	98.1%	✓		
% of calls attended that were attended to by the ASBIT Team within one hour (YTD)	98.2%	95%	95.1%	✓	96.4%	✓	97%	✓		
Customer Satisfaction with the service received from the Anti Social Behaviour Investigation Team (YTD)	83.7%	80%	83.7%	✓	78.9%	✓	72.7%	⚠		
Percentage of all traffic light repairs completed within 48 hours	96.5%	95%	92.8%	✓	100%	✓	98.8%	✓		
Total number of traffic light repairs to be completed within 48 hours	1,046		64		60		86			
Percentage of all street light repairs completed within 7 days	60%	90%	63.6%	✗	78%	⚠	39.8%	✗		
Total number of street light repairs to be	5,871		742		214		211			

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
completed within 7 days										
Percentage of Pothole repairs carried out within target time (Category 1 & 2)	93.3%	92%	87.3%		96.9%		100%			
Number of Pothole repairs carried out within target time (Category 1 & 2)	11,231		1,807		1,711		1,367			
Satisfaction with ease of access to CH&I services	Not known	80%							88.9%	
Satisfaction with overall experience with CH&I staff	Not known	80%							87.2%	
Satisfaction with the overall service that was received from CH&I	Not known	80%							87.6%	
Percentage of Freedom of Information requests cleared in Month	99%	85%	97%		67%					









Improving Staff Experience

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
Score for compliance with Health & Safety Matrix	95.7%	100%	95.5%		95.6%		95.5%			
Average sickness absence	14.5	10	14.4		14.2		14.1			
Number of Staff who have undertaken Training Workshops/Online Modules	2,988		365		618		710			
Percentage of staff turnover (rolling 12 months)	0.70%		0.57%		0.87%		0.81%			
























Improving Our Use of Resources
















KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
The overall monetary value of former tenants arrears, as at the end of each rent period	£593,461	£800,000	£641,524	✓	N/A		£565,920	✓		
The monetary value of current residential tenants arrears at the end of each rent period	£2,639,395	£2,900,000	£2,848,716	✓	N/A		£2,672,308	✓		
The year to date number of legal repossessions following decree	132		9		27		35			
Current tenancy arrears for homeless households accommodated in ACC temporary furnished flats (excluding resettlement properties)	£351,461		£327,007		£349,054		£425,737			
The percentage of Council properties where current gas safety check was carried out within 12 months of the previous check	100%	100%	100%	✓	100%	✓	100%	✓		
Overtime - Spend to Date	£2,101,212	£2,005,643	£115,357	✓	£291,718	✓	£438,777	✓		
Agency Staff - FTE's	223.91		259.36		228.33		256.04			
Total Payments to Staff (% of Budget)	91.7%	100%	7.1%	✓	14.8%	✓	22.5%	✓		
Percentage of Invoices issued to External Customers within 28 days of work being carried out	93%	90%	92%	✓	87%	✓	88%	✓		
Percentage of Invoices issued to External Customers within 56 days of work being carried out	95%	100%	100%	✓	95%	✓	93%	✓		

Smarter Governance

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
% of customers who are satisfied they are fairly treated by Aberdeen City Council	84.3%	80%							86.2%	
% of published documents meeting accessible communication guidelines	Under development									
% of events which attracted people from across protected characteristics		65%							100%	
% of reported hazards that have been repaired on time	Under development									
No of events promoting equality and good relations between communities (cumulative)		9	0		1		1			
No of EHRIA's completed (cumulative)		240	23		34		51			

Smarter Living

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
% of properties at or above appropriate NHER or SAP ratings	82%	85%	82%		82%		82%			
Average length of time to complete emergency repairs	5.2	6.04	3.2		3.01		2.98			
Average length of time to complete non-emergency repairs	6.53	9.51	6.04		6.07		6.16			
% of reactive repairs completed right first time	92.6%	86.66%	92.3%		91.9%		91.9%			
% of repairs appointments kept	81.45%	90.49%	99.9%		99.8%		99.8%			
Gross rent arrears as % rent due	5.29%	5%	4.26%		N/A		4.09%			
Rent Loss due to Voids as a % of gross rent due	1.66	0.94%	1.02%		1.05%		1.02%			
Average time taken to relet all properties (days)	104	42.1	70.9		68.6		61.2			
Voids available to be relet	214		210		216		177			

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
Number YTD Housing Advice Cases Registered	5645		210		496		768			
The average length of homeless journey (Days) for cases completed YTD (Intentional)	236	250	364		296		298			
The average length of homeless journey (Days) for cases completed YTD (Unintentional)	197	150	203		192		197			
YTD number of Homeless Presentations	1286		108		293		352			
YTD % Assessment Decisions - Intentionally Homeless	15.4%	10%	14.7%		10.5%		8.6%			
Percentage of new tenancies sustained for more than 1 year	92.2%	80%	95.6%		93.9%		92.9%			
Number of Households Residing in Temporary Accommodation at Month End	524		582		579		583			
% Satisfaction with the standard of Temporary accommodation	88.1%	85%	85.7%		77.8%		81.4%			
PSL provision	135	TBC	144		145		146			
Number of Public Nuisance Reports	4037		357		382		338			
Number of clients receiving advice on Universal Credit	47		14		6		7			

Smarter Environment										
KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
Percentage of Household Waste Recycled/Composted (Quarterly figure)	35.7%	27%								
Percentage of total waste recycled/composted (monthly figure)	36.4%	27%								
Street Cleansing - LEAMS (Local Authority Environmental Audit Management System). Statutory performance indicator that measures street cleanliness.	77.9	80			84.8	✓				
Grounds - LAMS (Land Audit Management System) measures the cleanliness and maintenance quality of green spaces	93	80	85	✓	87	✓	80	✓		
Number of Partners/community groups with links to national campaigns – Green Thread									140	

Smarter Economy										
KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
No of CPP Boards where membership maintained	Under development									
Footfall in Aberdeen City Centre										
Numbers accessing city centre by transport mode										
Average determination times of major development planning applications (in weeks)	24.2	35							61.5	✗
Average determination times of local development non householder planning applications (in weeks)	14.1	14							12	✓
Average determination times of householder planning applications (in weeks)	10.8	9							8	✓
Average time taken to grant a building warrant (from being lodged to approval (in days))	81	75							74	✓
%of Construction Compliance Notification Plans delivered	76%	75%							77%	✓

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
Full technical response to building warrant applications (% response within target)	78%	90%							95%	✓
Number of tourists visiting Aberdeen and surrounding area	Under development									
% Successful destination outcomes for young people										
% Retention rate for teachers										
Number of new apprenticeships created										
Number of work experience opportunities										

Smarter People

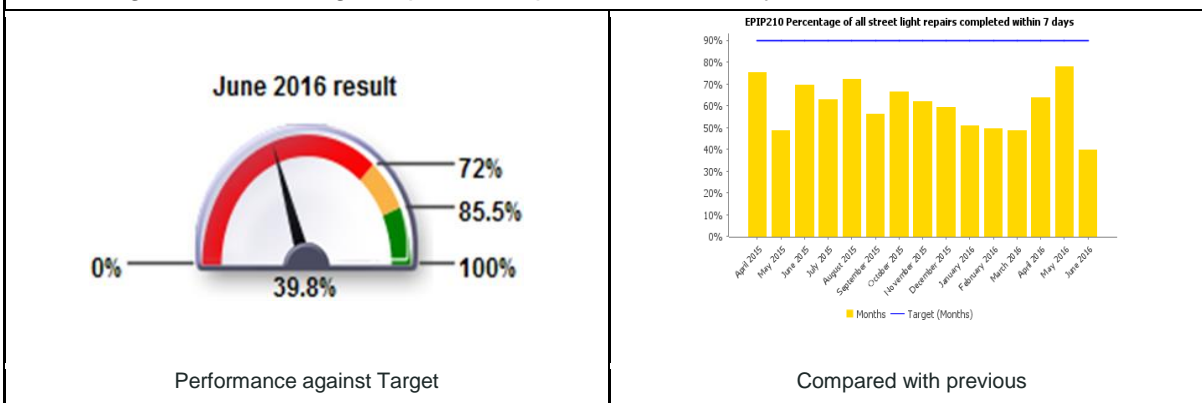
KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
% positive evaluation of CPD courses delivered	78%	80%							95%	✓
Number of CPD opportunities	9								8	
Number of participants taking up CPD opportunities	179								123	
Youth employment rate	Under development									
Number of employers reporting skills shortages										
Proportion of businesses reporting investment in on the job training, technical or job specific training										
Employment rate by client groups										

Smarter Mobility

KPI Name	Out-turn 2015/16	Target 2016/17	April 2016		May 2016		June 2016		Q1 2016/17	
			Value	Status	Value	Status	Value	Status	Value	Status
Number of Air Quality Management Areas	3								3	
Number of Noise Management Areas	15								15	
Number of electric vehicle charging points	68								68	
% of transport schemes including soft landscaping/green space	Under development									

Improving Customer Experience

Percentage of all street light repairs completed within 7 days



Why is this important?

This indicator, along with others, monitors whether we are achieving our desired outcome of 'Improving Customer Experience' as outlined in the Shaping Aberdeen programme.

Benchmark Information:

In 2015-16 our year-end figure was 60% - benchmarking data for 2015-16 is not yet available. Performance for this indicator has displayed a downward trend since 2011-12, with most recent figures available (2014-15) showing performance of 67%, against APSE family group average of 85% and national average of 91.19%

Target:

The target for this indicator for 2016/17 has been set at 90%.

Intelligence:

Of 211 faults due to be completed in June, 84 were completed within the 7 day target timescale. During the summer months, a lower number of faults are reported and these tend to be more widespread over the city area. This increased travelling time combined with staff absence and/or sickness has led to the significant drop in performance from that seen in April and May. Slightly improved performance has been noted for July and it is hoped this will continue.

The Roads Response Squad are to receive training in order to bring them up to the basic standard required for lamp changing, which will impact positively on overall performance and it is expected this will be reflected in the coming months. Closer monitoring of performance will take place and the option to bring in outside an contractor remains available, should this prove necessary.

Responsible officer:

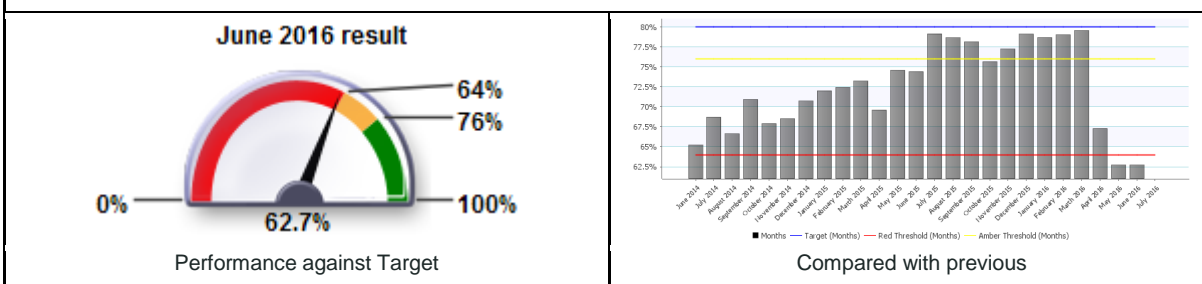
Brian Strachan

Last Updated:

11th August 2016

Improving Customer Experience

Percentage of tenants satisfied with the standard of their home when moving in (Year to Date)



Why is this important?

The Scottish Social Housing Charter (SSHC) was introduced by the Housing (Scotland) Act 2010, which requires Ministers to set standards and outcomes that social landlords should be achieving for tenants and customers through their housing activities.

This indicator, along with others, monitors whether we are achieving our desired outcomes and are committed to 'Sustain/improve performance in respect of the SSHC outcomes' as stated in the Shaping Aberdeen Priorities.

Benchmark Information:

In 2015-16 our year-end figure was 79.5% this was slightly lower than the Scottish LA average of 84.1%

Target:

The target for new tenants satisfied with the standard of home for 2016/17 has been set at 80%.

Intelligence:

Since moving from paper surveys to telephone surveys in April this year there has been a **56%** increase in surveys completed.

As at 30th June, **110** surveys had been completed.

Of the **110** respondents, **69 (62.7%)** stated that they were either Very Satisfied or Satisfied with the standard of home when moving in, a decrease from the **79.5%** satisfaction last reported to committee.

We are experiencing a drop in satisfaction levels as anticipated due to changes in void work arrangements. We have reduced letting standard where minimum work is carried out before the tenant moves in. Any additional work required is then carried out within 4 weeks of the tenancy start date.

Satisfaction levels increase when asked how satisfied with the standard of home following the completion of the agreed works to **86.7%**. Previously all work was completed prior to a tenant moving in which impacted negatively on our relet times and void rent loss.

With moving to the reduced letting standard stated above it should be noted that Void Rent Loss continues to reduce from our year-end figure of **1.66%** to **1.02%** year to date at the end

of June 2016 which is below the **1.08%** Scottish LA average for 2015-16.

The void rent loss figure for June stands at **£67,196.42**. This equates to **0.97%** of the gross debit, a significant decrease on the **1.67%** figure for this time last year.

Relet times have also substantially improved with the year to date current average at **61.2** days a decrease on 2015-16 year-end figure of **104.3**

In June there was a total of **148** properties re-let with an average re-let time for the month of **46.3** days a significant improvement on the same period last year where the average was **96** days.

The multi-service Voids Performance Group continues to meet fortnightly and the effectiveness of this group has been a key reason for the vastly improved void management performance. In response to reducing levels of customer satisfaction all feedback received from the telephone surveys will now be reviewed by the group to inform actions to be taken to improve satisfaction levels.

Responsible officer:

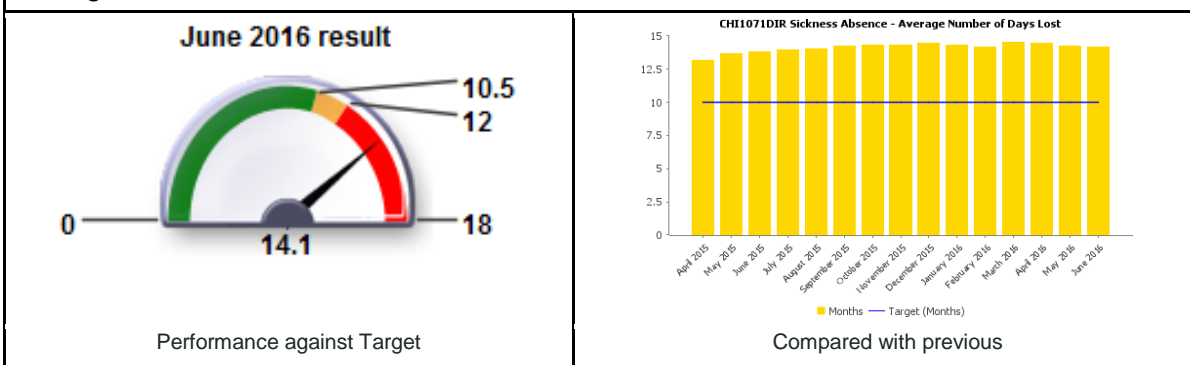
Last Updated:

Neil Carnegie

11th August 2016

Improving Staff Experience

Average sickness absence



Why is this important?

This indicator, along with others, monitors whether we are achieving our desired outcome of 'Improving Staff Experience' as outlined in the Shaping Aberdeen programme.

Benchmark Information:

From the data available, 2014/15, the Average Rate for the Council was 11.2 days (ranked 20th) which was slightly above the Scottish average of 10.8.

Target:

The target for 2016/17 has been set at 10 days, against 2015/16 outturn of 14.5 days.

Intelligence:

The Average Sickness Absence rate is calculated by the sum of two elements: short-term absence and long-term absence. The rate has been consistent since the re-structure to CH&I covering the period April 2015 to June 2016 (as shown in the graph). The rate currently stands at 14.1 days per employee against a target of 10 days with the lowest score of 13.1 being achieved in April 2015 and the highest, 14.5, in March 2016.

The short-term absence rate has remained consistent throughout this period reaching a high of 5.0 in September 2015 and a low of 4.7 which is the current rate. The long-term rate has been slightly more volatile reaching a high of 9.7 in March and April 2016 and a low of 8.2 in April 2015 and currently the rate is 9.4.

Given that the fluctuations in the rate have been caused by long-term absences, the Service Managers together with our HR partners are in regular contact regarding those employees who are on long term absence providing whatever assistance is required in order that the employee can, if possible, return to work healthy.

Reports detailing current rates are being issued to Service Managers in order to ensure that they are aware of how their areas of responsibility are performing and emphasising that we need ensure that absence management policies are followed, return to work interviews are conducted, and absence monitoring and reviews are conducted in line with best practice.

Additionally 3 main areas of absence – musculoskeletal, psychological and gastrointestinal are currently being highlighted with additional information and training on how these areas of absence can be improved thus enabling the rate to reduce.

Responsible officer:

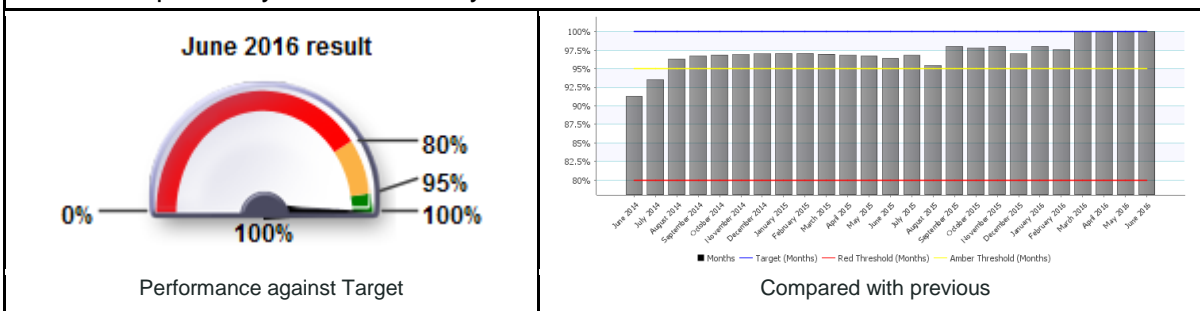
Pete Leonard

Last Updated:

10th Aug 2016

Improving Our Use of Resources

Percentage of properties that require a gas safety record which had a gas safety check and record completed by the anniversary date



Why is this important?

The Scottish Social Housing Charter (SSHC) was introduced by the Housing (Scotland) Act 2010, which requires Ministers to set standards and outcomes that social landlords should be achieving for tenants and customers through their housing activities.

Charter outcome 4 – Quality of Housing - stipulates that Social Landlords manager their business so that;

Tenants homes, as a minimum, meet the Scottish Housing Quality Standard by April 2015 and continue to meet it thereafter, and when they are allocated, are always clean, tidy and in a good state of repair.

This indicator, along with others, monitors whether we are achieving our desired outcomes and are committed to 'Sustain/improve performance in respect of the SSHC outcomes' as stated in the Shaping Aberdeen Priorities.

Benchmark Information:

In 2015-16 our year-end figure was 100% against the Scottish LA average of 99.7%

Target:

The target for the percentage of properties that require a gas safety record which had a gas safety check and record completed by the anniversary date 2016/17 has been set at 100%.

Intelligence:

Following a review of our schedule for gas servicing, the programme was altered to allow more visits to be conducted during the summer months instead of the busier winter months when demands on staff time are focussed on repairs issues (boiler breakdowns etc).

This increased the focus the Gas and Cyclical Maintenance Team (GCM) were able to apply to the servicing programme and along with taking on responsibility for the Arranged Access procedure, this allowed the GCM Team to achieve 100% of gas servicing being implemented within 12 months of the last service. This change to the programme has meant it has been possible to maintain 100% performance 2016.

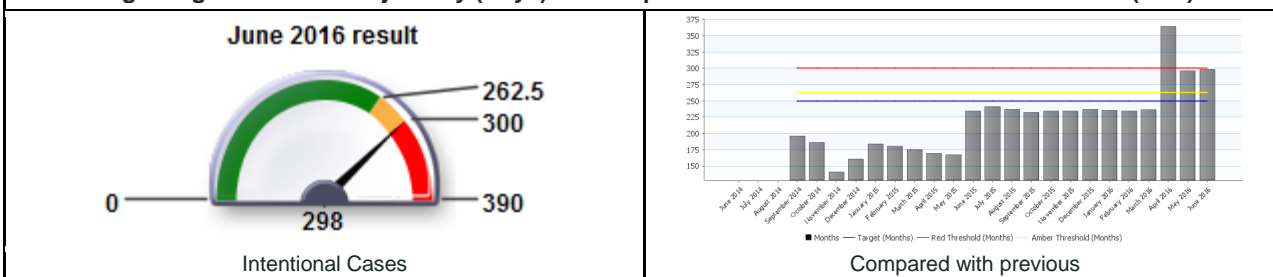
Responsible officer:

Ronnie Ferguson

Last Updated:

11th August 2016

The average length of homeless journey (Days) for completed Intentional and Unintentional cases (YTD)



Why is this important?

The Scottish Social Housing Charter was introduced by the Housing (Scotland) Act 2010, which requires Ministers to set standards and outcomes that social landlords should be achieving for tenants and customers through their housing activities.

These indicators, along with others, monitors whether we are achieving our desired outcomes and are committed to 'Sustain/improve performance in respect of the SSHC outcomes' and that people at risk of losing their homes get advice on preventing homelessness, as stated in the Smarter Aberdeen Strategic Priorities.

Benchmark Information:

No Benchmarking available across other Local Authorities they are local measures and not a statutory ones.

Target:

The targets for 2016/17 for the average length of homeless journey in days for Intentional cases is 250 days and for Unintentional cases 150 days

Intelligence:

Intentional Cases

Since last reporting to Committee the average length of homeless journey for intentional cases has increased by **62** days from **236** days to **298** and is currently operating at **48** days over target.

A key priority of the service at this time is to achieve successful housing outcomes for longer term protracted homeless cases many of which fall under the intentionality category. As a result of this initiative there has been a marked change in the Decision to discharge of duty stage, where this has increased by **83** days to **269** since the last reporting period.

Of the **33** cases closed YTD records reveal;

- **17 (52%)** met the **250** day target set.
- **8 (24%)** applicants secured an LA or private tenancy where the average journey time recorded was **422** days
- **24% (8)** of all cases were open for a year or longer where the longest presiding case was open for **780** days.

There are currently **84** Intentional homeless applicants' awaiting an outcome, with **52% (44)** of these open longer than the **250** day target set. The average waiting time to date for all cases is **290** days.

Unintentional Cases

Since last reporting to Committee the average length of homeless journey for unintentional cases

remains unchanged at **197** days.

Analysis shows that the average days between registration to decision has fallen to **23** days, **11** less than the last reporting period. The decision to discharge of duty stage has therefore increased from **163** days to **174**. The journey time to date is currently **47** days over target.

Of the **266** cases closed YTD records reveal;

- **133 (50%)** met the **150** day target set.
- **216** applicants received permanent housing with **111 (51%)** recording a longer journey time than the **150** day target set.
- **14% (36)** of all cases were open for a year or longer where the longest presiding case was open for **820** days. **22** of the **36** cases have been closed in June

There is currently **385** unintentional homeless applicants' awaiting an outcome where the average waiting time to date is **173** days. **27% (103)** of these applicants have been awaiting an outcome longer than the **150** days target set, **9%** fewer than the last reporting period.

Actions

Whilst there is no formal benchmarking for 'homeless journey' data, there is general comparative information available from now defunct Audit Scotland measures. The Scottish average for 2015/16 was 32 weeks (224 days) for all cases, whilst Aberdeen's performance falls slightly less at 30 weeks (210 days). The best performing authority achieved 15 weeks (105 days), whilst the worst reported 95 weeks (665 days).

Whereas the Aberdeen performance is respectable within a national perspective, it is above what has been achieved in earlier periods and the service aspires to reduce this to amongst the lowest in Scotland. To this effect a structured working group drawing together all stakeholders was formed in April 2016 to interrogate current processes, with the objective of ensuring these are efficient and effective. This has led to excellent communication and structured tasking to coordinate work and is gradually resolving protracted cases. This is likely to lead to a considerable improvement within the reporting year, albeit the resolution of longer cases has the effect of worsening the overall measure in the short-term.

The significant improvements in decision making times has been sustained and the processes around deferring cases for a range of reasons such as assessing/engaging support are increasingly streamlined. Historically we struggled to access alternative housing for intentionally homeless applicants whom we had no duty to house, however significant changes in the lettings market provides for increased outcomes to private tenancies and with a lower proportion of applicants being found intentionally homeless it is likely the need for separate monitoring will diminish by 2017/18.

Responsible officer:

Rob Simpson

Last Updated:

11th August 2016

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Communities, Housing and Infrastructure Committee Report

**Aberdeen City Division
2015-16 Quarters 1- 4
(April - March)**



Contents

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Introduction

I present the latest Communities, Housing and Infrastructure Committee Report on behalf of Police Scotland, North East Division. This report provides a detailed account of performance in support of agreed priorities, both local and national for the last financial year (April 2015 - March 2016).

The format is as agreed by the Committee however also includes results of the recent Scottish Crime Recording Standard audit.

On 1 January 2016 North East Division was formed amid significant challenges with extensive flooding in both the City and Aberdeenshire. It was the partnership approach, excellent community resilience and public spiritedness that ensured people were kept safe. It is these key elements, along with the very positive work by my Police Officers and Police Staff, that continue to ensure the City is a safe place to live, work and visit.

Regards,

Campbell Thomson
Chief Superintendent
North East Division
Police Scotland



Staffing

	Establishment	Headcount	Full Time Equivalent	Vacancies
Police Officers	569	560	546.78	- 22.22
Police Staff	59.98	78	69	+ 9.02

The figures above provide details of staffing numbers and vacancies within Aberdeen City, North East Division on the 31 March 2016. Increases in Support Staff relate to the merging of the Divisions and a revised figure in regard to all staff will be made available at the next Committee meeting.

Complaints About the Police

Between 1 April 2015 and 31 March 2016 (2015/2016), Aberdeen City received **252** complaints. This is an increase of 16 complaints, **6.8%** from the same period the previous year. In comparison, the Force experienced a comparative increase of **18.8%** (**6818** -v- **5739** complaints) over the same period.

In context, the **252** complaints received in 2015/2016, equates to **21** new complaints received each month or **32.5** complaints per **10,000** Police Incidents.

In terms of categories of complaints, the proportion of On Duty Criminal, On Duty Non-Criminal and those being resolved by Professional Standards or Division for Aberdeen City, is in keeping with other areas in the North (i.e. legacy Northern and Tayside) and indeed the Force generally. It continues to be the case that **50%** of all new complaints received are being concluded at the earliest opportunity by Front Line Resolution staff within the Professional Standards Department.

A complaint can contain more than one allegation and in this regard, the Force average for 2015/2016 is **1.5** allegations per complaint. During this same period, Aberdeen City received **1.6** allegations per complaint.

The total number of allegations recorded in Aberdeen City (April 2015 - March 2016) was **407**, with **281** relating to On Duty Allegations, compared to **2** Off Duty Allegations. In terms of Quality of Service, these totalled **124** of all Allegations recorded during the review period. Quality of Service allegations are not made against a named Officer but relate to the service delivered and can be divided into following three categories: Service Delivery, Service Outcome and Policy/Procedure.

Prior to September 2014 and the new consistent recording and assessment process, allegations received would be assessed and allocated for enquiry, without making contact with the complainer other than sending a standard acknowledgement letter. As such, complaints were inevitably recorded against a named Officer.



Post the implementation of this process, it is now the case that Front Line Resolution (FLR) staff now interact with complainers, often determining there is no blame attributable to an Officer, but rather an element of Service Delivery. As such there has been an increase in the Force nationally regarding FLR of complaints (**58.0%** in 2015/2016 when compared to the previous year).

Police Scotland value Quality of Service allegations as this process provides valuable learning opportunities and continuous improvement of policing services. Although the increase experienced in Aberdeen City in 2015/2016 appears significant, it should be placed in context in that it equates to **10.3** Quality of Service allegations each month over the course of the entire year. In Aberdeen City during 2015/2016, **30.5%** of all new allegations were categorised as Quality of Service. This compares to a Force wide figure of **23.2%**. In terms of how 2015/2016 Quality of Service allegations (**124** in total) were categorised, **33%** related to Policy and Procedure, **28%** related to Service Delivery and **38%** related to Service Outcome.

Theft by Shoplifting

Aberdeen City as a whole experienced an increase in retail crime in the review period, i.e. **18.9%** when compared to the previous year and **25.5%** when compared to the 5 Year Average. Detection rates remain high at **75.5%**, which is a **1.6%** increase from those of 2014-15 and similar to the 5 Year Average of **76.8%**. Within the City Centre "hot spot" cosmetics, alcohol and clothing continue to be the most popular items stolen.

Alongside ongoing enforcement regarding offenders and targeted patrols of vulnerable premises and "hot spots", there is recognition that longer term solutions are required to combat Theft by Shoplifting in the City. Emphasis is therefore being placed on dealing with repeat offenders with restrictions such as Antisocial Behaviour Orders, Curfews and Bail Conditions.

Integrated partnership working remains strong between Police Scotland and external partners in the retail trade i.e. Aberdeen Inspired, Aberdeen City Council (Safer Aberdeen), Scottish Retailers Against Crime and Crown Office Procurator Fiscal Service (COPFS). Working with partners we aim to re-establish the Retailers Forum in October prior to the busy festive season and a questionnaire will be developed and sent out with the monthly retail bulletin to gather information about how to make the forum worthwhile for retailers.

Further to this, two Officers on each of the five teams within the Aberdeen City Centre Community Policing Team have responsibility for specific areas and shops within the centre. This is supported by monthly meetings with the various retailers and associated security staff, with a view to sharing information to the wider Policing team and within the retail network.

Antisocial Behaviour

Quality of life issues continue to be addressed across the City, though previous successes have created challenges in achieving further reductions in all areas. Complaints of disorder have remained virtually static at **10649**, a drop of just **11** incidents (**-0.1%**). This is in line with reports of youth annoyance which at **2360** reports, has seen a **2.9%** increase, though this is on the back of a **31.3%** drop the previous year (2014-15).



Levels of Vandalism and the more serious Malicious Mischief have remained almost unchanged with a drop of **0.4%** over 2015-16. A similar picture has been experienced in terms of the detection rate which has dropped **0.7%** to **25%**.

The detection and prevention of Hate Crime remains a priority. As such these crimes are closely monitored however the detection rate has fallen below the target set of 80%, namely by **3.1%** from **81.1%** in 2014-15 to **78.0%** in 2015-16.

Street drinking continues to be a high profile issue within the City "hotspots" such as the Castlegate and Merchant Quarter. Due to concerted efforts in terms of education and enforcement, such offending has dropped by **68%** in the past year to **92** incidents, from the figure reported in 2014-15 (**288**), which itself returned a **40.1%** drop.

Another positive result has been the City's response to New Psychoactive Substances (NPS), so called "legal highs". A partnership approach over the year saw awareness raising events, educational inputs, targeted action through Operation Alexander and positive enforcement of the legislation brought in at the end of the year, effectively closing down the shops selling NPS thus reducing public availability. Recent Alcohol & Drugs Action statistics show only **1.5%** of their clients in the first quarter of 2016-17 (April - June 2016) have reported NPS as their primary drug, compared to **15%** last year.

In addressing the range of Antisocial Behaviour (ASB) the Division has continued to adopt a partner agency approach. This is positively reflected in the Weekend Policing partnership where Aberdeen City has retained its "Purple Flag" status, which recognised the continued commitment of the over **70** partner agencies collaborating to ensure a safe and secure environment for all who, live, work and socialise in the City.

Local communities have benefited in the targeted efforts of Community Policing Teams, using a focussed early intervention approach and sharing learning as partnership efforts develop. This has resulted in the creation of an ASB package and response structure which is now being shared across the country. This effort has seen Third Sector partners becoming involved, diversionary opportunities being created and young people engaging, participating and not becoming involved in ASB.

Concerted efforts have been made detecting Hate Crimes, which often result from single witness incidents. Relationships are being built with minority groups, those staffing third party reporting centres have undergone refresher training and preventative work is being carried out with partners such as Grampian Racial Equality Council. This aims to ensure we are aware of all incidents, communities feel safe and able to report incidents and we can secure the evidence to report offenders.

We fully appreciate the links between alcohol consumption, drug use and ASB. We will continue to work with partners and the public to encourage responsible drinking, remove drug dealers and deal with offenders, while supporting users to address their addictions. Education, encouragement and where appropriate enforcement will be tailored and linked with partner activity for maximum effect.



Housebreaking

Last year (2015-16) saw a decrease in Theft by Housebreaking (including attempts) from **918 to 855 (6.9%)** and also compares favourably with the 5 Year Average (**1159.6**), namely a reduction of **304.9** which equates to **26.3%**. However the detection rate also fell by **4.8%** to **16.8%** in 2015-16 from **21.6%** the previous year and is lower than the 5 Year Average of **22.5%**. **33% (282)** of the total number of crimes (**855**) in 2015-16 were to dwelling houses.

We continue to have a group of young recidivist offenders who are robustly targeted in regard to their criminality through Operation Magpie. This includes applications made through the Courts to have individuals, where appropriate, remanded in custody when it is demonstrated that they are persistent offenders. Otherwise effective use of bail conditions to set curfews on these individuals has been made and these conditions are monitored on a daily basis by the local Community Policing Teams.

The following strategic measures to tackle Acquisitive Crime (particularly Theft By Housebreaking) have been put in place for the next review period (2016-17):

- Carry out regular analytical work to identify 'hot spots' and support preventative work and "target hardening" of locations, enforcement opportunities and identification of offenders.
- Develop a Divisional Governance Group to ensure there is an appropriate response to any crime series that may occur and to monitor emerging trends.
- Maximise all media opportunities internally, to raise awareness of current active criminals and externally, to highlight successful arrests, recovery of stolen property and provide crime prevention advice.
- Develop an early intervention partnership framework to identify children most at risk of becoming involved in Theft By Housebreaking and promote educational and preventative tactics to divert them from crime.
- With the assistance of partners, target prolific offenders by means of ASB legislation and apply for orders as a means of preventing criminal associations and criminals travelling to identified areas of the Division to commit crimes.
- Utilise intelligence to target those selling stolen property and carry out overt work at identified places of disposal in order to disrupt such activity and recover stolen items.

Already these measures have resulted in an increase in detection rates for Theft by Housebreaking to **21.3%** for Quarter 1 2016-17 (April - June), a return to previous levels (**22.4%** - 5 Year Average). We will however strive to further improve upon this.

The above initiatives, in isolation, will not fully tackle recidivist criminality but must be carried out in conjunction with partners through Community Planning Aberdeen with a view to ultimately breaking the cycle of offending.

National Security

Over the review period and in response to the UK Government CONTEST Strategy, North East Division has delivered **59** CONTEST based inputs and briefings across our Communities, to over **750** individuals. In response to the **4** strands of activity which is contained therein - Prepare, Protect, Prevent and Pursue - the Division have directly delivered **54** specific inputs and briefings to over **250** individuals.



Staff from the Counter Terrorism Security Advisers and members of the Prevent Delivery Unit have delivered additional specialist inputs to organisations, companies and groups who have specific requirements or face identified risks, in addition to these community based inputs. This has included the delivery of the 'Protect and Prepare' - Securing Your Business course which is held in conjunction with Robert Gordon University.

Aberdeen City has been the focus of a Divisional Governance Group and Multi-Agency Group, driving the local support of the CONTEST Action plans, including partnerships links with the including all **3** Local Authority Areas (Aberdeen City, Aberdeenshire and Moray) as well as existing Pan-Grampian partnership structures including Education, Emergency Services, Resilience and Third Sector Partners. These groups now cover the North East area, allowing maximum benefit to be gained by all partners, ensuring an excellent integrated approach to the potential of a terrorist attack.

14 Local CONTEST Liaison Officers (LCLO's) have been allocated to the City Local Policing Teams to support the Community Awareness raising and delivery of inputs, and provision of information. These staff link directly with schools, faith groups and iconic locations as awareness raising is focussed on vulnerable groups.

The forthcoming year will see more interaction with our Communities, including the delivery of the awareness raising 'Act NOW' and 'WRAP3' inputs to schools and communities.

Protecting People

A significant increase (**21.5%**) in crimes of a sexual nature was noted in the past year (2015-16). It is assessed that this may relate to an increase in public confidence to report such matters together with the growing use of technology to facilitate offending.

Detection rates have remained strong in terms of sexual crime, namely **70.7%**, which is a slight reduction from **73.6%** in 2014-15, but compares favourably with the 5 Year Average of **64.0%**.

Significant improvements have been made in terms of the detection rate concerning Rape, which increased to **82.7%** in 2015-16 from **64.3%** in 2014-15, and is significantly above the 5 Year Average of **50.3%**.

In the review period there was a **17.2%** drop in the number of domestic incidents reported to the Police coupled with a **6.9%** fall in the total number of crimes and offences connected with incidents of domestic abuse. The benchmark of ensuring that **95%** of Domestic Abuse initial bail checks are conducted within a prescribed timeframe was met (**95.1%**).

There is a streamlined referral process in place for victims of Domestic Abuse, resulting in quicker invention and support, leading to a reduction in repeat incidents.

If substance misuse, mental illness or other contributing factor is identified, the Adult Protection Co-ordinator facilitates a multi-agency approach with a view to increasing the likelihood of victims or perpetrators to engage and be provided with the assistance they need.

In Quarter 3 (July - September 2015), Officers in Aberdeen initiated a multi-agency response to Domestic Abuse, which predominantly featured violence against women and girls. Operation Gains, funded by the Aberdeen Alcohol Drug Partnership, saw Officers working alongside



partners to attend the scene of domestic violence at an early stage where they provided immediate support, advice and assistance to the victim. These efforts sought to minimise the impact of such violence while encouraging engagement with a view to preventing any reoccurrence. This work extended to the other partners, again with a view to preventing any repetition and supporting them or directing them to secure help to address identified issues or dependencies which regularly featured.

Issues regarding Protecting People are afforded the utmost scrutiny. As such they are the subject of daily review by senior management to ensure all possible measures are considered with a view to supporting vulnerable people and bringing offenders to justice. Additionally, working practices are continually reviewed to ensure a high level of service delivery is maintained.

Child Sexual Exploitation (CSE) is a priority for Police Scotland. It involves a young person under the age of **18** being manipulated, forced, pressurised or coerced into taking part in a sexual act in exchange for something.

New research shows that while **93%** of parents have heard of CSE, almost a third know little about it and more than a third believed it won't affect their family. As a consequence, Police Scotland recently supported the first Scottish Government led television and internet campaign focused on raising awareness of CSE, the key messages being as follows:

- Outlining forms of CSE.
- How to spot the warning signs and symptoms.
- Common myths surrounding CSE.
- Options for who you can contact if you're concerned or would like further advice
- Practical advice for staying safe online and offline.
- Tips for parents on how to initiate a conversation with their child about CSE.
- How to tell a healthy relationship from an unhealthy relationship if you are a young person.

This campaign was also supported and promoted locally through the Aberdeen City Child Sexual Exploitation Working Group which is attended by partners from across a variety of local services.

Safer Roads

2015-16 saw a **20%** increase (**5** to **6**) in road related deaths within Aberdeen City when compared to 2014-15, none of which involved children (individuals under **16**). In the same period the number of individuals seriously injured increased by **10.1%** (**79** to **87**), significantly the number of children seriously injured also rose from **6** to **13** an increase of **116.7%**. The number of adults that were slightly injured on the roads fell by **34.4%** (**227** to **149**).

The review period also saw a reduction in the majority of traffic related offences when compared to the previous year and should be considered positive for the Roads Policing Unit and Divisional Officers. These offences include Dangerous Driving: **-19%**, Speeding: **-34.4%**, Driving Without a Valid Licence: **- 21.9%**, Driving Without Insurance: **-9%**, Seat Belt related offences: **-30.5%** and Mobile phone related offences: **- 22.9%**. Additionally the number of offences involving Disqualified Drivers increased by **5%** during the review period whilst those relating to Drink /Drug Driving fell by **8.8%**.



In order to support the stated objectives in regard to safer roads, i.e. to decrease the number of persons killed or seriously injured on our road and increase the enforcement activities and visibility on our streets and roads, the Divisional Road Policing Unit stopped and checked **9,723** vehicles during the review period.

4,857 offences were disposed of by an informal warning rather than by the issuing of a Conditional Offer or Report to the Procurator Fiscal. This policy will continue and thus where appropriate minor matters will be dealt with in this manner.

Serious and Organised Crime

Decreasing the impact of Serious and Organised Crime Groups (SOCGs) on our communities through targeted enforcement and disruption of their criminal activities in Aberdeen City continues to be a major focus.

Officers in Aberdeen City continue to concentrate on dealing with illicit drugs. In 2015-16 detection rates for drug possession were **11.1%** higher when compared to 2014-15 and **9.5%** higher than the 5 Year Average. Particular emphasis has been placed on enforcement in terms of drug supply with the number of detected cases increasing by **10.8%** (**246** compared to **222**) compared to last year although this is less than the 5 Year Average (**297**)

The number of drug deaths in Aberdeen City for 2015-16 was **35** which is unchanged from the figure for the previous year.

Proceeds of Crime Act related legislation is consistently used to target the activities of identified groups in accordance with the profile of organised crime in the North East. As a result there has been a significant number of cash seizures reported to Crown Office during the review period (2015-16), i.e. **£122,320.69** which was an increase of **10.8 %** when compared to the 5 Year Average. In addition, numerous money laundering operations have been designated thereby specifically targeting drug dealing.

As a result of robust enforcement activity in Aberdeen City during 2015-16 **127** arrests were made in connection with SOCGs with **5** separate groups dismantled.

In order to improve the effectiveness of our approach to tackling Serious and Organised Crime (SOC) by means of adopting a partnership approach, A Division has established a multi-agency tasking and coordination group within Aberdeen City Community Safety Hub. This group considers current mapped SOCGs and is principally concerned with Divert, Deter and Disrupt opportunities consistent with SOC Taskforce strategy. This has allowed diversionary activity to be directly focused on mapped SOCG's. Members of this group include Police, Housing, Local Authority ASB team, and Social Work.

The structure of identified SOCGs in Aberdeen City and the wider North East Division consistently remains that of English based drug dealing syndicates using locally based facilitators, often Local Authority tenants, and the Divisional strategy is based on this profile.

Broader diversionary activities include the installation of television screens within the main Divisional custody suite with a rolling PowerPoint presentation highlighting the risks of drug abuse and describing the support available.



Vulnerabilities to SOC identified in relation to the Self-Directed Support Scheme (Care Sector) have resulted in Officers from North East Division providing a presentation to local authority, voluntary and third sector organisations on the risks of SOC and the measures available to organisations to protect themselves from these risks.

For example, during the review period, through the Community Partnership HUB, application was made in relation to an Antisocial Behaviour Order (ASBO) designed to restrict the ability of an individual to carry out criminal activity. This individual was demonstrated to be involved in the supply of drugs within a very specific geographical area of Aberdeen City and was part of several SOCG's that have been active in the North East. One of the conditions of this ASBO is that this individual is not permitted to enter Aberdeen City and if breached he will be arrested.

Given Local Authority and Housing Association tenants can become involved in the supply of drugs; systems have been put in place between Police and partners to raise awareness of the risks to tenants but also to take enforcement action where necessary. Tactics have included joint visits between Police and Housing Officers, articles in tenant's newsletters and ultimately evictions where it has been proportionate to do so.

We will continue to work with partners to make Aberdeen a hostile environment for those who wish to exploit the vulnerable through SOC.

Violent Crime

Violent crime affects all our communities and tends to be prevalent in, but not exclusive to, city centres and areas of urban and social deprivation. Levels of violent crime have continuously reduced in recent years, however, during the reporting period, it has increased by **31 crimes (10.2%)**.

While this remains **6.6%** below the 5 Year Average, when comparing the impact such crime has on victims, families and communities, it demands that we continue, along with partners, to recognise it as a top priority.

The number of Robberies investigated remained almost static at **96** while the detection rate increased almost two percent to **77.1%** during the same period last year.

Incidents of Serious Assault have increased by **9** more victims (**6.0%**) year on year (2014-15 / 2015-16). This follows the experience of elsewhere in the country and while an explanation may be sought from a change in criteria which took a wider range of injuries into the definition, there remains a heavy influence on victim durability between a Serious Assault and that regarded as Common Assault.

The detection rate for Serious Assault has again increased to **84.4%** at the time of writing which is significant for any city environment.

The number of Common Assaults decreased by **5.6%**, which resulted in **191** fewer victims in 2015-2016 when compared to the previous year. A detection rate of **77%** represents a small rise from the previous year; however, there remains a drive to deliver further improvements in detection rates.



The majority of serious violent offences happen late on a Saturday or early on a Sunday. The excessive consumption of alcohol, in particular, and drugs can often increase the likelihood of being either a perpetrator or a victim of violent crime. Misuse of alcohol continues to feature as a necessary priority within both the Community Planning Aberdeen and Community Safety Partnership Strategic Assessments. It is this causal factor which we must continue to focus on with partners.

Recognising this strong and recurring link between alcohol misuse and violence, we will continue to work closely with the Licensing Board and representatives of the licensing and security trade to encourage social responsibility and provide a safe environment for all.

Our continuing commitment to delivering tangible outcomes via multi-agency strategies is key to success in this area. However, the Division has recently launched an overarching Violence Prevention Strategy to cement our commitment. Operation PINE brings together the many and diverse elements which results in individuals becoming either a victim or perpetrator of violent crime and focuses on outdoor, indoor, domestic and organised violence.

Local governance arrangements have increased from weekly planning meetings feeding a monthly strategic meeting, to the introduction of a dedicated strategic Violence Prevention Board which specifically takes in all forms of violence. The monthly meeting will support the new Violence Prevention Strategy and will be the forum for ensuring and maintaining the right resources are in the right place at the right time.

Our response is based on the three principle strands, victim, location and offender and a recent computerised addition to our back office investigation capacity, with no staffing implications, has included a new innovative way to increase our monitoring and management of offenders with a view to identifying those with potential to cause further harm, earlier in the process. This allows us to put in place multi-agency support mechanisms aimed at preventing and positively influencing further reductions in criminality.

The dedicated Alcohol & Violence Reduction Unit, Public Protection Unit and other Specialist Officers continue to support our front line Community Policing Teams working in the heart of our communities across the city to ensure recidivist violent offenders are targeted robustly from initial appearance in court and are monitored to ensure any Bail conditions and Curfews are being adhered to. The use of relevant Antisocial Behaviour legislation in the city has been recognised as good practice and is now being used elsewhere.

The multi-agency partnership approach is key to addressing Violent Crime across Aberdeen and we will continue to work with public, private and third sector organisations to achieve safer communities. Volunteers, such as Street Pastors, are fully integrated into the city plans to address violence and are vital to the effort.

Violence remains an absolute priority for the Division and we will continue to focus not only on detection but also prevention in regard to such offending.

APPENDIX "A"

Scottish Crime Recording Standard						
Quarter 1/2 Audit 2015/16						
Audit 1 - Crime Related Incidents and Associated Recorded Crime Audit 2015/16 - Quarters 1/2 (April to September)	Test 1 - Incidents			Test 2 - Recorded Crime		
	Incidents Audited	No. of errors	SCRS Compliance	Crimes Audited	No. of Recording Errors	SCRS Compliance
A Division	150	6	96.00%	114	8	92.98%
Force	2,372	146	93.84%	1,543	80	94.82%
Details of the methodology for Audit 1 can be found in Appendix A						
Audit 2 - Divisional Crime Audit 2015/16 - Quarter 2 (July to September)				Crimes Audited	No. of Recording Errors	SCRS Compliance
A Division				248	17	93.15%
Force				3,171	201	93.66%
Details of the methodology for Audit 2 can be found in Appendix A						
Audit 3 - "No Crime" Audit 2015/16 - Quarters 1/2 (April to September)				No. of "No Crimes Audited"	No. of Errors	SCRS Compliance
A Division				109	11	89.91%
Force				999	39	96.10%
Details of the methodology for Audit 3 can be found in Appendix A						

Scottish Crime Recording Standard				
Quarter 3 Audit 2015/16				
	Audit 2 - Divisional Crime Audit 2015/16 - Quarter 3 (October to December)	Crimes Audited	No. of Recording Errors	SCRS Compliance
	A Division	251	11	95.62%
	Force	3,446	246	92.86%
Audit 1 (Crime Related Incidents and Associated Recorded Crime Audit) and Audit 3 ("No Crime" Audit) are conducted on a bi-annual basis and therefore were not audited during Q3.				
Details of the methodology for Audit 2 can be found in Appendix A				



AUDIT METHODOLOGY

Audit 1 - Crime Related Incidents and Associated Recorded Crime

The audit sample was selected from Command and Control incidents over a specific four day period with initial call types CR-60 to CR-79 within the Crime category, and incidents with initial call types AB-57 Communications, AB-58 Hate Crime, PW-40 Domestic Incident and PW-76 Child Protection. The incident sample selected for audit ensured, working to a **95%** confidence level with a confidence interval of **±3%**, that the sample audited was statistically representative of all incidents of this type recorded during the four day audit period. A formula was applied to the total number of incidents per Command Area and apportioned out between Divisions in that Command Area in order to obtain sample sizes. These were subject to a minimum of 150 and a maximum of **300** per Division.

Compliance in each of the two Tests is achieved with a result of **95%** or above.

The audit tested:

Test 1 – Crime Related Incidents

- That incidents initially inferring a crime or apparent criminal activity and closed as a non-crime contained a satisfactory narrative to eliminate any inference of criminality and fully justify a non-crime disposal.
- That each incident clearly indicated a crime or non-crime as a disposal on the incident text.
- Where an incident was closed as a crime, the corresponding crime record was traced.

Test 2 – Recorded Crime

- The correct application of SCRS on recorded crimes in respect of the Scottish Government Counting Rules and the correct classification of crimes. In terms of compliance with SCRS each individual crime over or under-recorded, or incorrectly classified was counted as having failed the audit.

Audit 2 - Recording of Specific Crime Types (Divisional Crime Audit)

To ensure that a number of different areas of crime recording are represented by Audit 2, samples were obtained from the following categories:

- Assault (Common Assault only)
- Group 1 Crime (Crimes of violence)
- Group 2 Crime (Sexual offences)
- Group 3 Crime (Crimes of dishonesty)
- Group 4 Crime (Damage to property)
- Other Crimes from Groups 5, 6 and 7

While not as statistically representative of all records within the audit period as Audit 1, the sample sizes in Audit 2 were weighted to take into account higher volumes of crime being recorded in some Divisions subject to a minimum of **100** records and a maximum of **300** records.



The audit tested the correct application of SCRS on recorded crimes in respect of the Scottish Government Counting Rules and the correct classification of crimes. In terms of compliance with SCRS each individual crime over or under-recorded, or incorrectly classified was counted as having failed the audit.

Compliance in this audit is achieved with a result of **95%** or above.

Audit 3 - Crime Records Reclassified to "No Crime"

The third principle of SCRS states "once recorded, a crime will remain recorded unless there is credible evidence to disprove that a crime had occurred".

The audit tested the correct application of this principle in respect of recorded crime which was reclassified to "No Crime" following Police enquiry into the reported circumstances. In terms of compliance with SCRS each individual crime reclassified incorrectly was counted as having failed the audit.

The sample sizes in Audit 3 were weighted to take into account the higher number of records reclassified to "No Crime" in some Divisions subject to a minimum of **50** and a maximum of **100**.

Compliance in this audit is achieved with a result of **95%** or above.

In order to allow Divisions a reasonable period of time to ensure that records are complete and compliant with SCRS, audits are generally undertaken once a period of three months from the date of the incident/crime has elapsed. Any record incomplete at the time of audit will be audited based on the information available at the time.

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	15 August 2016
TITLE OF REPORT	Police Scotland, Service Centre and Area Control Room Resources across Aberdeen.

1. PURPOSE OF REPORT

This report will provide members with information regarding current resourcing levels within the Police Control Room and Service Centre in Aberdeen.

2. INFORMATION

Immediately prior to the creation of Police Scotland in April 2013, The Aberdeen Service Centre and Area Control Room (ACR), under the direction of Grampian Police, deployed the following resource numbers:

- Service Centre - 72 Full Time Equivalent Staff.
- ACR - 72.8 Full Time Equivalent Staff.

Figures as at 24 June 2016 are as follows:

- Service Centre - 51.53 Full Time Equivalent Staff.
- ACR - 61.46 Full Time Equivalent Staff.

There are currently 7 vacancies for controllers and 16 vacancies for Service Advisers.

It should be noted that Grade of Service in both call taking in the Service Centre and resource dispatch in the Area Control Room remain high.

Since the announcement of the C3 Strategic Direction in January 2014 which detailed the plan to transition business from Aberdeen Service Centre to a national service centre and command and control to Dundee ACR, there have been a number of challenges relating to the recruitment and retention of Police Staff controllers. An external recruitment campaign in recent months has increased resource numbers in the Service Centre and it is important to note that these numbers represent an interim position towards Contact, Command and Control Division (C3) end state and do not include the fact that the Aberdeen Service Centre is regularly supported by the wider C3 national public service centre operation, which was not the case when under the direction of Grampian Police.

Furthermore, the posting of officers from Dundee to Aberdeen ACR on a rotational basis has provided additional support to ensure the Aberdeen ACR remains operationally competent as well as affording Dundee ACR officers the opportunity to gather important local knowledge.

A review of the resource model to allow further national restructuring of ACR and Service Centres was commissioned earlier this year and has now been completed by the C3 Programme Office. The revised model is now going through internal assurance and sign off prior to being formally assured by external consultants. External assurance is required to demonstrate to stakeholders that the resource model underpinning structural change is robust and fit for purpose.

Once the resource model has been assured it will be considered by Police Scotland's Executive and if approved it will go to the Scottish Police Authority for sign off.

3. **CONCLUSION**

The measures referred to above are designed to ensure that the operation of the Aberdeen Service Centre and ACR remains fit for purpose during the preparation and transition to the agreed end state model.

4. **BACKGROUND PAPERS**

N/A.

5. **REPORT AUTHOR DETAILS**

(Information provided by C3 - Contact, Command & Control Division)



Campbell Thomson
Chief Superintendent
North East Division
Police Scotland

Email: NorthEastLocalPoliceCommander@scotland.pnn.police.uk

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Strategic Housing Investment Plan – Site Update
REPORT NUMBER	CHI/16/129
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

Committee has previously approved the Strategic Housing Investment Plan (SHIP) 2015 – 2020 which sets out plans for affordable housing delivery in Aberdeen City Council. The current list of agreed projects is attached as Appendix 1

Following discussion with the Scottish Government and RSLs approval is now sought to add additional units at Mugiemoos and Countesswells and to the provision of top-up funding for the Countesswells project.

2. RECOMMENDATION(S)

It is recommended that Committee

1. Approves the inclusion of additional units at Mugiemoos in the Strategic Housing Investment Plan (SHIP) 2015 – 2020 with Grampian Housing Association now delivering 61 units replacing the previously agreed 20 units.
2. Approves the inclusion of additional units at Countesswells in the Strategic Housing Investment Plan (SHIP) 2015 – 2020 with AHP & Castlehill Housing Association now delivering 106 units replacing the previously agreed 69 units.
3. Approve a grant to Castlehill Housing Association of up to £309,672 to help them fund 39 social rent affordable housing units at Countesswells.
4. Approve a grant to AHP of up to £303,150 to help them fund 43 social rent affordable housing units at Countesswells.

3. FINANCIAL IMPLICATIONS

Any proposal for grant funding to a Registered Social Landlord (RSL) for such a project requires to be considered against the State Aid rules. The Council has previously concluded that such grants come within the ambit of the Services of General Economic Interest block exemption which permits unlimited funding (in accordance with the framework) to Registered Social Landlords in the area of social housing, however the Service consults with Legal Services on individual cases where necessary.

This report seeks agreement to provide grant funding to allow the development of the above sites from either Section 75 financial contributions or the income from Council Tax Discount on Second Homes and Long-term Empty Properties making best use of these funding sources when the grant is to be paid.

The Scottish Government have allocated Aberdeen City Council a Resource Planning Assumption (RPA) of £10.956m for 2016/17 and £9.945m per annum for the subsequent four years. This is the value of Scottish Government grant available to RSLs and the Council to use for delivering new affordable housing.

The RPA for 2015/16 was £6.17m with an outturn of £4.796m. A number of projects which were forecast to draw down funding were delayed. The funding is an annual budget with no ability to carry forward to meet known commitments. With Scottish Government funding utilised for the purchase of the Craiginches site the total expenditure in the city was £9.198m.

4. OTHER IMPLICATIONS

The increased provision of good quality affordable housing will make a significant contribution towards tackling the housing need identified in Aberdeen and in particular increase provision of housing for homeless households.

5. BACKGROUND/MAIN ISSUES

Mugiemoss

The SHIP currently identifies the delivery of 20 units at Mugiemoss. Discussions with Barratt Homes, Grampian Housing Association and the Scottish Government have identified the opportunity to increase the number of affordable units in the development to 61 properties. The detail on the housing mix is still at an early stage but it is anticipated that early delivery and completion of affordable homes can be achieved by spring 2018 and completed by late 2018 - early 2019.

Countesswells

The development will see the delivery of 3,000 new homes, consisting of a full range of building typologies and tenures creating a diverse and inclusive community at Countesswells is now under way. In line with the Local Development Plan policy 25% affordable housing will be delivered on site being integrated within the phasing of the development and designed as part of each relevant development parcel.

Affordable housing will be predominantly located in areas which are:

- Well connected in terms of footpath and cycle networks.
- Well connected to the proposed public transport network.
- Accessible to the proposed mixed use centres.

The SHIP currently identifies the delivery of 69 units at Countesswells with a further 30 units included in the National Housing Trust Initiative. The proposal to replace the NHT delivery with properties owned by Castlehill and AHP will mean that these properties would continue to be delivered in perpetuity. The NHT delivery would have seen mid market rent properties delivered for a maximum of 10 years.

Discussions with Stewart Milne Group, AHP, Castlehill Housing Association and the Scottish Government have identified the opportunity to increase the number of affordable units in the first development stage to 106 properties. These units are part of the delivery of 239 units in this stage.

It is proposed that AHP take delivery of 31 flats in 2 blocks with 24 houses and Castlehill HA 30 flats in 2 blocks and 21 houses.

A mix of property sizes is proposed with 16 flats being fully wheelchair accessible.

	Social rent	Mid market rent	Total
1 bed	4		4
2 bed	69	20	89
3 bed	9	4	13

The flats are to be built first with one block per month delivered from March to June 2017. The construction of the houses will commence in April 2017 with all completions by April 2018.

RSLs fund their new development work from Scottish Government grants and by borrowing against their future rental streams. The City Council has been requested to provide additional grant funding support to allow the RSL developments to proceed. This grant funding can come from two different sources Section 75 Financial Contributions or Council Tax Discount on Second Homes and Long-term Empty Properties.

Without additional grant funding from the Council the RSLs could not provide the number of social rented housing units proposed based on the development costs, levels of Scottish Government grant and the rental income available to service private borrowing.

The total grant requirement and shortfall is given in the table below:

	Total grant requirement	Scottish Government Grant	Maximum shortfall to be funded by the City Council	Private Finance	Total development cost
Castlehill MMR	£528,000	£528,000	£0	£1,022,338	£1,550,338
Castlehill SR	£3,285,372	£2,975,700	£309,672	£1,891,168	£5,176,540
AHP MMR	£555,280	£555,280	£0	£1,122,339	£1,677,619
AHP SR	£3,515,170	£3,212,020	£303,150	£1,968,566	£5,483,736
Total	£7,883,882	£7,271,000	£612,822	£6,004,411	£13,888,233

This report seeks agreement to provide grant funding to allow the development of the above sites from either Section 75 financial contributions or the income from Council Tax Discount on Second Homes and Long-term Empty Properties making best use of these funding sources when the funding is paid. The grant figures shown for the City Council are the maximum value. We are reviewing the position with the RSLs which may lead to a lower grant requirement.

a. Section 75 Financial Contributions

Section 75 agreements (under section 75 of the Town and Country Planning (Scotland) Act 1997) negotiated through the planning process with Housing Developers may, on occasion, require that the developer makes a financial contribution toward affordable housing rather than delivering affordable housing on the specific site to which the planning permission applies. Such agreements to date have provided an income detailed below.

	£
Income received	4,464,434
Interest received (to 31.3.16)	163,501
Grants paid to RSLs	2,301,640
Commitments to RSLs	<u>1,826,028</u>
Available Balance	500,267

The funding comes with a requirement to be spent within 5 years of receipt, with the money held in an interest bearing account. Agreements are in place to provide income of £1.77 million with agreements currently being negotiated to provide a further projected income of £1.5 million. All other forms of affordable housing delivery are explored before accepting a financial contribution.

b. Council Tax Discount on Second Homes and Long-term Empty Properties

The Council used its powers to reduce the Council Tax Discount to 10% for these properties from 2005/06. The extra income raised from this can be used by local authorities for the direct provision of affordable council housing as well as grant funding for RSLs. Income received and commitments to date are shown below.

	£
Income	13,580,835
Paid	6,129,861
Commitment	<u>2,438,141</u>
Available Balance	5,012,833

This Council Tax Discount reduction provided an income of £1,527,584 for 2015/16. Based on current void rates in both the private and public sector, projected annual income is assumed to be around this figure but shall be closely monitored every year and assumptions adjusted accordingly.

6. IMPACT

Improving Customer Experience –

The addition of these extra sites to the SHIP will result in an increased supply of affordable housing to help meet the housing needs of residents in the city.

Improving Staff Experience –

Not applicable

Improving our use of Resources –

The addition of these sites to the SHIP and their subsequent delivery as affordable housing will ensure that effective use of available affordable housing funds is made.

Corporate -

SOA, National Outcome 10, “We live in well-designed, sustainable places where we are able to access the amenities and services we need”.

- Work with Registered Social Landlords to develop affordable housing including 2,000 new affordable houses

The 5 Year Corporate Business Plan and Housing and Environment
Business Plan housing priorities:

- We will build new houses to increase provision of affordable houses for the council
- We will play our part in partnership working on community safety, protecting vulnerable people , health and well being and other community planning priorities

Aberdeen- Smarter City Vision

- We will 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 maximize the effective use of developer contributions.
- We will invest in the city where that investment demonstrates financial sustainability based on a clear return on investment
- We will work with partners to promote the city as a place to invest, live, work and export from.

Strategic Investment Plan (SIP) Outcomes

- To provide 2,000 new homes by 2017, of which 1,000 will be provided by the private and RSL sectors.

Public –

This report will be of interest to the public because it details the plans for the provision of affordable housing– something that greatly impacts on the lives of people in Aberdeen.

7. MANAGEMENT OF RISK

If committee does not approve this report there is a risk that the provision of new affordable housing will not meet the housing needs identified for the City. Aberdeen City Council would not be able to meet the need for affordable housing in the City, which would result in a range of detrimental effects, including economic ones.

8. BACKGROUND PAPERS

List any papers which you consulted in the preparation of your report, if they include facts on which your report is based, and which have been relied upon to a material extent. It is a statutory requirement to list these, although you should not list papers which are confidential as defined by the Access to Information Act, or published works ie books or magazines.

9. REPORT AUTHOR DETAILS

Graeme Stuart
Housing Strategy & Performance Manager
Email:- gstuart@aberdeencity.gov.uk
☎ 01224 523043

Strategic Housing Investment Plan

Project	Developer	Units - Tenure		Units - Completions	
		Social Rent	Mid Market Rent	2016/17	2017/18
Maidencraig Phase 1 North	Castlehill Housing Association	36		36	
Manor Walk / Park	Aberdeen City Council	80			80
Mugiemoss Road	Castlehill Housing Association	22	16	38	
Smithfield Primary School	Aberdeen City Council	99		99	
Countesswells Phase 2	Aberdeenshire Housing Partnership	35	34		69
Ashgrove Road	Langstane Housing Association		6	6	
Burnside Gardens	Grampian Housing Association		97	50	47
Eastneuk Pub	Langstane Housing Association	26		26	
Granton Place	Langstane Housing Association		6	6	
Mugiemoss Phase 2	Grampian Housing Association	20		20	
Summerhill Road	Langstane Housing Association	26		26	
Woodside	Sanctuary Housing Association	30	89		119
Cloverleaf	Aberdeenshire Housing Partnership	22	11	33	
Abbotswell Road	Aberdeenshire Housing Partnership	24		24	
Pittengullies Brae	Grampian Housing Association	8			8
Mugiemoss Road	Grampian Housing Association	11	2	13	
Loirston	Hillcrest Housing Association	23			23
Froghall Road	Langstane Housing Association	6		6	
Cloverleaf	Places for People		35	35	
Maidencraig Phase 2 South	Grampian Housing Association				12
Total		468	296	418	358

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Shaping Middlefield – Triangle Site
REPORT NUMBER	CHI/16/164
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to seek support for redeveloping the 'Triangle Site' at Middlefield. The triangle site comprises 112 properties, with 108 Council housing tenancies and 4 owned properties. These properties are located on Logie Avenue and North Anderson Drive.

Approval is sought to offer existing tenants alternative accommodation with suitable priority and compensation; and that officers may negotiate with home owners to purchase their properties. With a favourable decision to support redevelopment of the site, officers shall undertake an extensive programme of community engagement activity to develop and agree a plan for the triangle site to support the on-going regeneration of Middlefield.

2. RECOMMENDATIONS

The Communities, Housing and Infrastructure committee is recommended to:

- a) Approve that the Triangle Site comprising 112 properties on Logie Avenue and North Anderson Drive is redeveloped to support community regeneration.
- b) Request Council officers ensure vacation of all properties, including non-Council owned properties by 31 December 2017.
- c) Approve a priority status for current tenants in the site to be rehoused in alternative housing with the following provisions:
 - i) Approve the provision of payments equivalent to a Home Loss Payment and Disturbance Payments to tenants whose homes are required for the 'Triangle Site Redevelopment' when they move with immediate effect;

- ii) Approve that in order to alleviate the issues around mixing of sexes and further rehousing that where mixing of sexes occurs, the Council would offer the household larger accommodation if the eldest child had reached the age of 5;
 - iii) Grant delegated powers in the first instance to the Director of Communities, Housing and Infrastructure and the Head of Communities and Housing to provide tenants whose homes are required for the 'Triangle Site Redevelopment' an appropriate level of priority within the housing lists and flexibility in terms of areas of choice, house sizes and number of offers;
 - iv) Note that with immediate effect, all void properties across the city will initially be considered for offer to appropriate tenants whose homes are being acquired for the Triangle Site Redevelopment;
 - v) Note that all affected applicants will be placed on the Urgent List and provided with the highest priority and further prioritised by the length of their current tenancy.
- d) Approves Council officers to negotiate with home owners in the Triangle Site to purchase their properties.
 - e) Instructs Council Officers to engage with the community and relevant stakeholders to develop plans for the future use of the Triangle Site which should support the Council's community regeneration and community empowerment objectives and report back with detailed proposals at the January 2017 cycle.
 - f) Instructs the Council Leader to continue dialogue with Scottish Government Ministers requesting appropriate assistance, including financial support, to support redevelopment of the triangle site in support of regenerating Middlefield.

3. FINANCIAL IMPLICATIONS

The Financial implications of this report are;

- The Council has 30 year HRA business plan. Financial modelling confirms the costs for the proposals contained within this report can be contained within the plan based on current assumptions and within 2016/17 budget.
- That the HRA account managed by the Council will lose potential income from rents during the period of rehousing of tenants until such times as it concludes any future development opportunities whether residential or otherwise.
- That the HRA account managed by the Council will incur costs associated with home loss and disturbance payments for all tenants.

Each tenancy shall be entitled to a home loss payment - £1,500 and disturbance payment £3,000.

- That the HRA capital account managed by the Council will incur costs through potential purchasing of home owners properties in the site (4 in total).
- That officers will work with the Scottish Government officials to seek financial support towards project costs including future regeneration plans.
- That officers will work to minimise any costs incurred by the HRA by realising a future income stream through development opportunities on the site.
- Financial assessment and impact on the HRA business plan will be key considerations in developing future proposals for the site.

4. OTHER IMPLICATIONS

Advice and support shall be required from legal services and asset management to secure vacant possession of all properties.

The Housing Service currently employs a Housing Officer on a fixed term post to support tenants and co-ordinate re-housing for tenants of properties already set for demolition for the new road at Haudagain. This officer shall provide similar support to residents within the Triangle Site. The Communities and Partnerships Project Management Officer shall be responsible for establishing and maintaining a project management approach for this work post-committee.

5. BACKGROUND/MAIN ISSUES

Middlefield Regeneration

Aberdeen City Council and Community Planning Aberdeen have designated Middlefield as a priority neighbourhood for regeneration.

The Scottish Index of Multiple Deprivation (SIMD) ranks levels of social deprivation in Scotland. The most recent assessment in 2012 finds that Middlefield is ranked within the 10% most socially deprived communities in the country, with part of Middlefield ranking within the 5% most deprived. Community Planning Aberdeen's strategic assessment 2015 presents further evidence of relatively poor outcomes in Middlefield, in particular relating to poverty and families, in comparison with many other neighbourhoods in Aberdeen.

However, the Council continues to invest significantly in Middlefield, working with the Middlefield community and partners, to regenerate the neighbourhood. Current major infrastructure projects include:

- The Council is delivering 179 new build affordable homes at Manor Park and on the site of the former Smithfield School.
- Smithfield Court now provides accommodation to attract 'key workers' to the city.
- The city's first Community Hub, along with new modern games area, will open in Middlefield December 2016.
- The new museum collection centre will open later in 2016.
- Play park upgrades.

There are indications that progress is being made in improving socio-economic outcomes in Middlefield. Evidence recently presented by the Improvement Service indicates that outcomes are improving in Middlefield. Community Planning Outcome Profiles recently produced by the Improvement Service are intended to assess if the lives of communities are improving over time. The Improvement Service has identified neighbourhoods in Scotland with similar characteristics to Middlefield, finding that while Middlefield is amongst the most vulnerable, it is the second most improved neighbourhood compared with its peers.

We recognise that more needs to be done to reduce social inequality in Middlefield. The Community Empowerment (Scotland) Act 2015 places a statutory requirement on the Council and its partners to develop and deliver plans to improve outcomes for communities experiencing relatively poor socio-economic outcomes. Community Planning Aberdeen has determined that Middlefield is a priority neighbourhood, and working with the community and relevant stakeholders has committed to producing an improvement plan by 31 March 2017.

Shaping Middlefield

As stated earlier, Middlefield is a Council priority neighbourhood for regeneration and significant community engagement activity has taken place recently to help understand community priorities, aspirations for their community and to help progress collaborative approaches. During February and March 2015 we undertook a Spaces and Places survey engaging 163 Middlefield residents and provided feedback on results in March 2015. We also held a 'Planning for Real' exercise in August 2015 providing a further opportunity to collect community priorities. The following summaries the main priorities expressed by the community through engagement activity:

- Less speeding traffic and motorcycle misuse
- Improved neighbourhood relationships
- Better housing
- More play places that are child friendly
- More shops
- Improve cleanliness and general environment - less litter, dog fouling and graffiti
- Addressing misuse of drugs
- Improved community facilities and activities

These priorities expressed by the community must be key considerations in developing our future plans for Middlefield, including considerations to the development of the Triangle site.

Haudagain Improvement Scheme

Members will be highly aware of the plans to create a new connection between the A90 at the North Anderson drive to the A96 at Auchmill Road to reduce traffic congestion at the existing Haudagain roundabout. The proposals will see a new dual carriage-way section through the Logie area and re-alignment of Manor Avenue. Work is due to start in Winter 2017/18 on completion of the Western Peripheral Route.

Work is currently on-going by the Council to provide suitable re-housing and support for residents affected by these changes. Good progress has been made with only 14 currently waiting for rehousing.

The final design of the new road lay-out, presented by Transport Scotland in July 2015, will create a triangle of land bounded by the major new and existing roads. The triangle site comprises 112 properties, with 108 Council housing tenancies and 4 owned properties. These properties are located on Logie Avenue, Logie Gardens, Logie Place and North Anderson Drive. Appendix 1 further details properties and their size and type.

Transport Scotland has currently designed its road proposals in the understanding that the Council is going to retain its housing stock within the triangle site. It has designed an ancillary road into and within the triangle site accordingly.

To assist with its programming, Transport Scotland has requested clarity on what the Council ultimately proposes for the site. Given the options for the site set out below, it is unlikely that we shall be certain on the exact detail of the future use and design on the site in the near future.

Transport Scotland has indicated that it could potentially alter the access road design. However, amending the road Orders would add additional risks to the road scheme. One major concern is that a legal challenge or judicial review could be mounted if the scope of work in the Orders are different to the final scope of work, particularly by owners or tenants from the triangle area who feel aggrieved by the changes and would have objected to them if they had known at the time of Order publication. If court proceedings were required it is likely that this would significantly delay the programmes. Another concern is the bus turning provision that is included at the end of access road. Any alterations to this could leave the scheme open to challenge. Any changes to design would also have to be considered in the Environmental Statement, in terms of the provision of replacement open space and noise barriers, and if re-assessment was necessary it would also delay the programme.

Another consideration is that all tenants and homeowners in the triangle would require to be vacated by at least early-2017 to provide the necessary certainty for Transport Scotland to conclude a tender competition. If any tenants or owners remain within the triangle it is likely that the access road will require to be constructed and all the services (power, water etc) would require to be maintained. Given that 79 properties within the Triangle Site are occupied it is highly unlikely that we could achieve this timescale.

While Transport Scotland is receptive to considering our proposals road design, it should be anticipated that it would decide not to expose the project to the risks of challenge and delays that would result. The Council should also wish to avoid such risk too.

Further, transport planning colleagues assess that the current design is likely to be broadly suitable for the types of development considered for the site having previously undertaken traffic sensitivity testing for a re-developed site. Any future applications to vary access points onto this link road, for example should a redevelopment of the triangle area indicate an alternative, would be a matter for Aberdeen City Council as Planning and Roads Authority to determine usual processes.

In consideration of the above it is strongly recommended that no request is made to Transport Scotland to vary the design of the access road, bus turning circle, replacement open space or environmental noise barriers. Officers shall continue to engage with Transport Scotland to secure relevant support and assistance with roads planning, as the Council's proposals for the site develop.

Community Concerns

There has been uncertainty about the future of the properties within the triangle site since 2007/8. It is apparent from feedback from residents that this has created a degree of distress from residents over this pro-longed period. And it is now imperative that a decision is made now to remove this uncertainty for residents and alleviate the stress that many have experienced.

There are 79 residents within the Council properties. Currently 19 properties are void. 10 properties are temporary lets which shall end through natural turnover within the proposed timescale for vacation.

Concerns about the situation have been repeatedly raised by the community group, Middlefield Area Regeneration & Action Group (MARAG). These concerns have included:

- People are really frustrated with this as the houses are deteriorating all the time and they want to know what was going to happen to them.
- There is concern being raised around the safety of families especially children with the demolition and the road work.

- Concerns about living surrounded by busy roads relating to traffic accidents and health being adversely affected by air pollution.
- Damp, condensation, inadequate heating, lack of investment, 'sticking plaster' approach.

In respect of tenants' complaints about the condition of property, a decision was made in 2009 that only essential repairs would be done to Council properties.

Identification of options

In July 2015, officers undertook an exercise to identify potentially viable options for the triangle site which would have the potential to deliver the strategic aims of the Council, be financially viable, deliver a sustainable asset base and meet the needs of key stakeholders. Five options were identified:



Tenant Participation and Engagement

Commitment was given to MARAG at a meeting on 25 January 2016 that the Council would ask the community its view on options for the triangle site and officers consulted residents living within the triangle site during February and March 2016.

Such consultation is necessary to comply with tenant participation requirements within the Housing (Scotland) Act 2001 and the Scottish Social Housing Charter which in summary require landlords to involve tenants in decisions affecting management of housing and related services.

Based on the options identified by officers, detailed earlier in this report, tenants were presented with 5 options and their preference requested. There are 108 Council houses for rent within the triangle site, 79 of which have Council tenants in them at that time. 82% of these tenants were available for consultation.

The following table sets out the options and percentage of tenants preferring each.

Option		Preference
1	To retain the housing stock and refurbish them to meet SHQS standard	15%
2	To retain the housing stock, refurbish them to meet SHQS standard and develop a comprehensive environmental improvements programme in the triangle to compensate for the new roads structure.	9%
3	To demolish the Housing stock and create a new open space facility	47%
4	To demolish the housing stock and create a new commercial facility	26%
5	To demolish the Housing stock and reconfigure the site in the future for new housing opportunities commensurate with the site as it will become.	3%

The most preferred option was site demolition and creation of open space facility (47%), followed by demolition and creation of new commercial facility (26%). However, most significant to current consideration is that 77% of those surveyed stated preference involving demolition, and 23% that they be retained.

Next steps

With a decision to redevelop the site there will be extensive community engagement and Master Planning activity to establish preferences for the future of the site with the best options and will report back to the January 2017 committee cycle with the detailed proposals.

6. IMPACT

Improving Customer Experience –

Resident's views and the regeneration of the Middlefield are central to considerations and the recommendations made. Implementing the proposals will be consistent with the wishes of the majority of residents currently living within the Triangle site. Advice, compensatory payments and support shall be provided to all residents affected. Tenants shall be offered priority to meet their re-housing preferences.

Improving Staff Experience –

Credibility of staff may reduce in the event that insufficient consideration is given to the community views they have collected. This presents an exciting development opportunity for the community and staff will be at the forefront of engagement works intended to support regeneration of Middlefield.

Improving our use of Resources –

Initial option appraisal and financial impact assessment have been completed to help ensure viability of potential future options for the site.

Corporate –

This proposal has the potential to support all key objectives within ‘Aberdeen – the Smarter City’

- Smarter Governance – Participation
- Smarter Living – Quality of Life
- Smarter People – Social and Human Capital
- Smarter Environment – Natural Resources
- Smarter Economy – Competitiveness
- Smarter Mobility – Transport and ICT

This proposal supports various outcomes in the current Single Outcome Agreement and supports Community Planning Aberdeen’s developing Local Outcome Improvement Plan.

Public –

This matter will be of significant public and media interest and in particular the Middlefield community. An Equalities and Human Rights Impact Assessment has been completed. This identified potential negative impacts in respect of the following protected characteristics - disability, older people, pregnancy and race. The service has a dedicated post to help ensure that all residents affected by the proposals have their needs assessed and suitably supported. A series of actions have been identified to support residents with protected characteristics.

7. MANAGEMENT OF RISK

The most significant risk is continuing dissatisfaction and distress for tenants who have experienced uncertainty about the future of their homes since 2007/8. This will be alleviated with a positive decision from the Council to re-develop the site. Officers shall continue to engage and inform residents on the process and decisions.

Delaying a decision and making a decision without proper consideration to tenant and community views creates reputational risks and is likely to discourage and inhibit effective community engagement and community empowerment in the future. We must also involve and take account of tenant’s views in undertaking our duties in respect of tenant participation.

The majority of tenants surveyed expressed preference for demolition, however 23% did not. There is a strong possibility that some tenants will be dissatisfied by a decision to redevelop the site. Further, some tenants and owners may not agree to move voluntarily. A suitable compensation package with support should be offered. Legal action may be required should a tenant or owner refuse to move voluntarily. The housing officer dedicated to the project shall work to support residents secure suitable accommodation that meets their needs aiming to reduce likelihood of legal action, and costs associated with this.

8. BACKGROUND PAPERS

A90(T)/A96(T) Haudagain Junction Improvement to Council 25 June 2008

Delivering Middlefield Regeneration – Haudagain Phase Housing relets report to Housing and Environment Committee 19 November 2009

Haudagain Upgrade – A Way Forward (Middlefield) to Housing & Environment Committee on 14 May 2013

Policy Amendments – Haudagain Improvement Scheme report to Housing and Environment Committee 26 August 2014

9. REPORT AUTHOR DETAILS

Neil Carnegie
Acting Head of Communities and Housing
ncarnegie@aberdeencity.gov.uk
(01224) 522942

APPENDIX 1

Logie Avenue – blocks – 10, 12, 14, 16, 18, 20, 21, 22, 23, 24, 25, 26, 28, 30, 32

North Anderson Drive – 551, 553, 555, 557; blocks – 559, 561, 563

58 x 2 bedroom tenement flats

4 x 3 bedroom 4 in a block

46 x 3 bedroom tenement flats

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Equality and Human Right Impact Assessment: The Form

EHRIA

Aberdeen City Council

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, the word “proposal” refers to policy, strategy, plan, procedure, report or business case. This then, embraces a range of different actions such as setting budgets, developing high level strategies and organisational practices such as internal restructuring. Please also refer to the “Completion Terminology” at the end of the form.

1:Equality and Human Rights Impact Assessment- Essential Information											
Name of Proposal: Shaping Middlefield – Triangle Site	Date of Assessment 19 July 2016										
Service: Communities & Housing	Directorate: Communities, Housing & Infrastructure										
Committee Name (Where appropriate): Communities, Housing & Infrastructure	Date of Committee (Where appropriate): 25 August 2016										
Who does this proposal affect? Please Tick ✓	<table> <tr> <td>Employees</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Job Applicants</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Service Users</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Members of the Public</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> </tr> </table>	Employees	<input type="checkbox"/>	Job Applicants	<input type="checkbox"/>	Service Users	<input checked="" type="checkbox"/>	Members of the Public	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Employees	<input type="checkbox"/>										
Job Applicants	<input type="checkbox"/>										
Service Users	<input checked="" type="checkbox"/>										
Members of the Public	<input checked="" type="checkbox"/>										
	<input type="checkbox"/>										

	Other (List below)
2: Equality and Human Rights Impact Assessment- Pre-screening	
Is an impact assessment required?	Yes <input checked="checked" type="checkbox"/> No <input type="checkbox"/>
If No, what is the evidence to support this decision? (Once this section is completed, please complete section 8 of the form).	

3: Equality and Human Rights Impact Assessment

a- What are the aims and intended effects of this proposal?	<p>The aim of the proposal is to amend current policy in order to timeously and with the minimum of disruption, rehouse all the tenants and owners whose homes are affected by the Shaping Middlefield proposals in relation to the site commonly known as the 'Triangle'.</p>
b- What equality data is available in relation to this proposal? (Please see guidance notes)	<p>Sex – 51 Female, 42 Male</p> <p>Nationality – 42 UK, 1 Indian, 36 Eastern European</p>

<p>c- List the outcomes from any consultation that relate to equalities and/or human rights issues e.g. with employees, service users, Unions or members of the public that has taken place in relation to the proposal.</p>	<p>Commitment was given to Middlefield Area Regeneration & Action Group (MARAG) at the meeting on 25 January 2016 that the Council would ask the community its view on options for the triangle site and officers consulted residents living within the triangle site during February and March 2016.</p> <p>Such consultation is necessary to comply with tenant participation requirements within the Housing (Scotland) Act 2001 and the Scottish Social Housing Charter which in summary require landlords to involve tenants in decisions affecting management of housing and related services.</p> <p>Based on the options identified by officers, detailed earlier in this report, tenants were presented with 5 options and their preference requested. There are 108 Council houses for rent within the triangle site, 79 of which have Council tenants in them at that time. 82% of these tenants were available for consultation. The most preferred option was site demolition and creation of open space facility (47%), followed by demolition and creation of new commercial facility (26%). However, most significant to current consideration is that 77% of those surveyed stated preference involving demolition, and 23% that they be retained.</p>				
<p>d- Financial Assessment</p> <p>If applicable, state any relevant cost implications or savings expected from the proposal.</p>	<p>Costs (£)</p> <table border="0"> <tr> <td>Implementation cost</td><td>tbc</td></tr> <tr> <td>Projected Savings</td><td>tbc</td></tr> </table>	Implementation cost	tbc	Projected Savings	tbc
Implementation cost	tbc				
Projected Savings	tbc				

e- How does this proposal contribute to the public sector equality duty: to eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations?	
In proceeding with this proposal the Council will be positive, flexible and proactive in finding suitable alternative accommodation for all affected parties. Special care should be taken when rehousing older people, people with disabilities and families with school children ensuring their needs are assessed and adequately catered for. The housing service will endeavor to provide the type of housing and in the location desired by the affected tenants bearing in mind the availability of suitable property. The proposal therefore aligns with the public sector duty to foster good relations.	
f- How does this proposal link to the Council's Equality Outcomes?	

With good consultation and careful need assessment, this proposal may contribute towards Equality Outcomes:

People who feel safe in their homes and in a city that is family friendly at night

Accommodation that meets the needs, culture and lifestyle of the ethnic origins as outlined in section b

People with protected characteristics have their social care needs met.

4: Equality Impact Assessment - Test				
What impact will implementing this proposal have on employees, service users or other people who share characteristics protected by <i>The Equality Act 2010</i>?				
Protected Characteristic:	Neutral Impact:	Positive Impact:	Negative Impact:	Evidence of impact and if applicable, justification where a '<i>Genuine Determining Reason</i>'* exists

	Please ✓	Please ✓	Please ✓	*(see completion terminology)
Age (People of all ages)			✓	Families with young children or older family members may find managing the rehousing process difficult and stressful and will be concerned or worried about their needs not being met
Disability (Mental, Physical, Sensory and Carers of Disabled people)			✓	People with disabilities may not be in a position to manage the process of moving house and will be concerned or worried about their needs not being met.
Gender Reassignment	✓			
Marital Status (Marriage and Civil Partnerships)	✓			
Pregnancy and Maternity			✓	Persons who are pregnant or with small children will be provided with help and assistance throughout the re-housing process to make it as stress free as possible and will be concerned or worried about their needs not being met.
Equality Impact Assessment Test:				
What impact will implementing this proposal have on employees, service users or other people who share characteristics protected by <i>The Equality Act 2010</i>?				
Protected Characteristic:	Neutral Impact:	Positive Impact:	Negative Impact:	Evidence of impact and if applicable, justification where a '<i>Genuine Determining Reason</i>'* exists

	Please ✓	Please ✓	Please ✓	*(see completion terminology)
Race (All Racial Groups including Gypsy/Travellers)			✓	Persons whose first language is not English may have difficulty understanding the rehousing process.
Religion or Belief or Non-belief	✓			
Sex (Women and men)	✓			
Sexual Orientation (Heterosexual, Lesbian, Gay And Bisexual)	✓			
Other (e.g: Poverty)		✓		

5: Human Rights Impact Assessment Test

Does this proposal have the potential to impact on an individual's Human Rights? Evidence of impact and , if applicable, justification where the impact is proportionate

Article 2 of protocol 1: Right to education	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Evidence:</p>
Article 3: Right not to be subjected to torture, inhumane or degrading treatment or punishment	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Evidence:</p>
Article 6: Right to a fair and public hearing	<p>Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>Evidence:</p>
Article 8: Right to respect for private and family life, home and correspondence	<p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Evidence:</p> <p>Potential risks of Homelessness in the event that individuals do not engage with rehousing process.</p>

Article 10: Freedom of expression	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Evidence:
Article 14: Right not to be subject to discrimination	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Evidence:
Other article not listed above, please state:	Yes <input type="checkbox"/> No <input type="checkbox"/> Evidence:

6: Assessment Rating:	
<p>Please rate the overall equality and human right assessment (Please see Completion terminology)</p>	<div> <div><input type="checkbox"/></div> <div>Red</div> </div> <div> <div><input type="checkbox"/></div> <div>Red Amber</div> </div> <div> <div><input checked="" type="checkbox"/></div> <div>Amber</div> </div> <div> <div><input type="checkbox"/></div> <div>Green</div> </div>
<p>Reason for that rating:</p>	<p>Risk of Homelessness but this is viewed as a last resort/exhaustive option given that staff are committed to supporting and assisting those affected during this emotive and sensitive situation to reach a positive outcome.</p>

7: Action Planning				
As a result of performing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes identified on employees, service users or other people who share characteristics protected by <i>The Equality Act 2010</i> ?				
Identified Risk and to whom:	Recommended Actions:	Responsible Lead:	Completion Date:	Review Date:
Tenants with a disability	Persons with a disability will be provided with help and assistance throughout the re-housing process to make it as stress free as possible, ensuring needs assessed and requirements met. Alternative properties will be appropriately assessed and adapted.	Martin Smith	December 17	Monthly
Age	Older people will be provided with help and assistance throughout the re-housing process to make it as stress free as possible, ensuring that needs assessed and requirements met.	Martin Smith	December 17	Monthly
Pregnancy & Maternity	Persons who are pregnant or with young children will be provided with help and assistance throughout the re-housing process to make it as stress free as	Martin Smith	December 17	Monthly

	possible, ensuring that needs assessed and requirements met.			
Race	When needed, we will be provided with the services of an interpreter and have documents translated throughout the rehousing process to make it as seamless as possible and given the high proportion of Eastern European residents in the area, who may also be feeling particularly anxious at this time, staff will at all times demonstrate respect, care and sensitivity.	Martin Smith	December 17	Monthly
8: Sign off				
Completed by (Names and Services) :	Martin Smith, Area Housing Manager			
Checked by (Equality Check):	Sandra Howard, Equalities Manager			
Signed off by (Head of Service) :	Neil Carnegie Interim Head of Service, Communities and Housing			

9: Completion Terminology:

Assessment Pre-screening Rating:	<p>This section will highlight where there is the obvious potential for a negative impact and subsequent risk of negative media coverage and reputational damage to the Council. Therefore, a full impact assessment is required, for example around sensitive issues such as marching, Gypsy/ Traveller issues, change to social care provision. It should also be completed to evidence why a full impact assessment was not required, example, there is no potential negative impact on people.</p>
Assessment Rating:	<p>After completing this document, rate the overall assessment as follows:</p> <p>Red: As a result of performing this assessment, it is evident that we will discriminate (direct, indirect, unintentional or otherwise) against one or more of the nine groups of people who share <i>Protected Characteristics</i>. It is essential that the use of the proposal be suspended until further work or assessment is performed and the discrimination is removed.</p> <p>Red Amber: As a result of performing this assessment, it is evident that a risk of negative impact exists to one or more of the nine groups of people who share <i>Protected Characteristics</i>. However, a genuine determining reason may exist that could legitimise or justify the use of this proposal and further professional advice should be taken.</p> <p>Amber: As a result of performing this assessment, it is evident that a risk of negative impact exists and this risk may be removed or reduced by implementing the actions detailed within the <i>Action Planning</i> section of this document.</p>

	Green: As a result of performing this proposal does not appear to have any adverse impacts on people who share <i>Protected Characteristics</i> and no further actions are recommended at this stage.
Equality Data:	<p>Equality data is internal or external information that may indicate how the proposal being analysed can affect different groups of people who share the nine <i>Protected Characteristics</i> – referred to hereafter as '<i>Equality Groups</i>'.</p> <p>Examples of <i>Equality Data</i> include: (this list is not definitive)</p> <ol style="list-style-type: none"> 1: Application success rates by <i>Equality Groups</i> 2: Complaints by <i>Equality Groups</i> 3: Service usage and withdrawal of services by <i>Equality Groups</i> 4: Grievances or decisions upheld and dismissed by <i>Equality Groups</i>
Genuine Determining Reason	<p>Certain discrimination may be capable of being justified on the grounds that:</p> <ol style="list-style-type: none"> (i) <i>A genuine determining reason exists</i> (ii) <i>The action is proportionate to the legitimate aims of the organisation</i> <p>Where this is identified, it is recommended that professional and legal advice is sought prior to completing an Equality Impact Assessment.</p>
Human Rights	

	The rights set out in the European Convention on Human Rights, as incorporated into the UK Law by the Human Rights Act 1998.
Legal Status:	This document is designed to assist us in “ <i>Identifying and eliminating unlawful Discrimination, Harassment and Victimisation</i> ” as required by <i>The Equality Act Public Sector Duty 2011</i> . An Equality Impact Assessment is not, in itself, legally binding and should not be used as a substitute for legal or other professional advice.

ABERDEEN CITY COUNCIL

COMMITTEE	Communities Housing & Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Participatory Budgeting for Locality Planning
REPORT NUMBER	CHI/16/175
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

This report outlines a Participatory Budgeting (PB) approach to support Locality Planning and requests the Committee to allocate £210,357 Devolved Education Management (DEM) carry forward balances to support the PB process.

2. RECOMMENDATION(S)

The Committee is requested to:

1. Note the Report
2. Approve the existing £210,357 ear-marked reserve held for the Communities Development Fund within the DEM Carry Forward Balances be allocated to Participatory Budgeting (PB);
3. Approve an initial allocation of £150,000 from the Communities Development Fund, to be allocated to a PB process which focuses on the priorities as identified through the 3 priority setting events to be held during September/October 2016; and
4. Approve the balance of £60,357 from the ear-marked reserve be allocated, for future PB activity, in consultation with the Convener of Communities Housing & Infrastructure

3. FINANCIAL IMPLICATIONS

The existing £210,357 ear-marked reserve for the Communities Development Fund forms part of the DEM Carry Forwards Balances calculated for the 2016/17 financial year. These reserves were initially passed from the former Education Culture & Sport directorate to the current Communities Housing & Infrastructure directorate as part of the Council restructure in early 2015.

The service ambition is to prioritise these funds to support the Participatory Budgeting agenda to improve community participation in the use of available financial resources. Match funding from partner organisations will also be sought in support of this initiative.

6. BACKGROUND/MAIN ISSUES

Locality Planning is a statutory requirement in the Community Empowerment (Scotland) Act 2015 and locality plans must be in place by 1st October 2017 for communities identified as experiencing relatively poor socio-economic outcomes.

The Community Empowerment (Scotland) Act 2015 also sets out the requirement to develop enhanced community participation in Locality Planning.

In order to ensure citizens fully participate in Locality Planning, it is recommended that Participatory Budgeting (PB) supports the Locality Planning process. The Communities team are already supporting a number of PB processes throughout the City.

It is recommended that the £210,357 Communities Development Fund earmarked reserve is committed to Participatory Budgeting.

An initial allocation of £50,000 per Locality, from the Communities Development Fund, will be allocated to a PB process which focuses on the Locality priorities as identified through the priority setting events to be held during September/October 2016.

Locality A	Locality B	Locality C
Torry	Middlefield Mastrick Cummings Park Northfield	Seaton Tillydrone Woodside
Population: 10,373	Population: 18,373	Population: 15,000

The remaining £60,357 will be allocated, for future PB activity, in consultation with the Convener.

Match funding of £15,000 has been approved by Community Planning Aberdeen and an application has been made to the the Community Choices Fund for £100,000 which is due for decision at the end of August 2016.

7 IMPACT

Improving Customer Experience

This report will positively impact on customers as they will have a direct input into choices on service delivery

Improving Staff Experience

This report will provide Staff with a wider range of experiences and training, including more inter-agency working and direct engagement with customers.

Improving our use of Resources

This report will provide customers with a direct say on allocation of resources.

Corporate

This Report contributes to all aspects of Aberdeen: The Smarter City. With a particular emphasis on Smarter Governance, Smarter Living and will deliver against the priorities as identified by the LOIP (Local Outcome Improvement Plan) and the Locality Plans.

Public

This proposal will be of interest to the public given their opportunity to have a vote on funding allocation.

7. MANAGEMENT OF RISK

1. The Community Choices Fund requires a 1-2-1 match of Public Authority Funding. If successful in the funding application to be announced at the end of August, part of this allocation will act as match. If there is no match the additional funds will not be released.
2. PB is an evidenced driven methodology to increase community participation in decision making and will catalyse community involvement in Locality planning. Not undertaking this approach could lead to less buy in to the Locality Planning Process.

9. REPORT AUTHOR DETAILS

Jo Mackie
Service Manager – Communities and Partnership
Jomackie@aberdeencity.gov
07808083321

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Middlefield Community Project's Service Level Agreement
REPORT NUMBER	CHI/16/130
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to seek approval to extend Middlefield Community Project's existing Service Level Agreement (SLA) until 31 March 2018 in line with the other externally Funded Projects (namely St Machar Parent Support Project, WEA (Workers' Educational Association), Printfield Community Project, Aberdeen Lads Club and Fersands & Fountain Community Project).

2. RECOMMENDATION(S)

It is recommended that the Committee instructs Officers to:

1. Extend the existing terms of the Service Level Agreement between Aberdeen City Council and Middlefield Community Project until 31 March 2018.

3. FINANCIAL IMPLICATIONS

There are no financial implications for the financial year to 31 March 2017 as budget was previously allocated and is in place. The budget for financial year April 2017 to March 2018 is subject to approval within the Council's normal budget setting process in line with other Funded Projects. This funding is met through the budget of the Communities & Partnerships Team within Communities, Housing and Infrastructure.

4. OTHER IMPLICATIONS

Legal implications:

The extension of the Service Level Agreement for Middlefield Community Project will have a resource requirement for the Legal team.

There are no further implications for property, resources, personnel, equipment sustainability and environmental or health and safety.

5. BACKGROUND/MAIN ISSUES

Officers presented a Report on Funded Projects and Leased Community Centres to Communities, Housing and Infrastructure Committee in March 2015. The committee resolved to provide three years funding for Funded Projects. However, at that time, there was a lack of clarity around Middlefield Community Project and its relocation, as a direct result of the Haudagain Road Realignment, so Committee resolved to fund Middlefield Community Project for 18 months only, to 30 September 2016.

Middlefield Community Project receives funding of £104,766 from Communities and Partnerships Team annually. This funding is provided in order for Middlefield Community Project to deliver Community Learning and Development in the geographical area of benefit in the context of Aberdeen City Learning Strategy, local Learning Partnership priorities and Aberdeen City Council's Education and Children's Services Service Plan. The Provider is also required to contribute to the Local Outcome Improvement Plan, formerly the Single Outcome Agreement.

Aberdeen City Council funding from Communities and Partnership Team is used by Middlefield Community Project to underpin the management and administrative costs necessary to deliver the following:

Work with Parents/Family Learning:

- Parent/carers advice sessions and parent & toddler sessions - families per session
- Three parent/carer courses including 'Circle of Security', Confidence Building and Assertiveness - 6 participants per course

Under 11's work:

- Hopscotch holiday, 12 children attending

Youth Work:

- Five sessions of senior youth work weekly, supporting 140 young people with total weekly attendance of 60 young people. (*Joint funded by Fairer Aberdeen Fund)

Adult Learning:

- Women's group once a week term time (with crèche) - 7 participants per session

Community Development/Capacity Building:

- Support 25 volunteers including employment advice and training. This includes a residential training event.
- Support to 20 local residents to engage in community planning and development
 - Project Co-ordinator support to MARAG (Middlefield Area Regeneration Action Group) including support to individuals and administrative support
 - Project Co-ordinator support to for MARAG Sub group with ACC Housing and Elected members
- Contribute to partnership and community initiatives to support local residents by attending meetings and supporting development of services including:
 - Northfield Total Place (includes potential for involvement in specific projects)
 - Northfield Learning Partnership (includes potential for involvement in specific projects)
 - Pilot Research Project – Pain Killers
 - Middlefield Park Development
 - C-Fine Partnership - supporting 60 families per month

Aberdeen City Council Officers are now in a position to recommend the alignment of Middlefield Community Project's funding with other Funded Projects, for the period to 31 March 2018.

6. IMPACT

Improving Customer Experience –

This proposal will vastly improve customer experience. It will give the certainty required by Middlefield Community Project to develop their work programme on a longer term basis, until 31 March 2018, as well as creating the opportunity for Middlefield Community Project to attract match funding.

In addition, the day-to-day operation of the new Middlefield Community Hub will be under the control of Middlefield Community Project on behalf of the community in Middlefield and the surrounding area.

Improving Staff Experience –

This proposal will negate the requirement for Aberdeen City Council's Officers to negotiate the Service Level Agreement annually, and builds better relationships with the Project and wider community by allowing for longer term strategic planning.

Improving our use of Resources –

Where Aberdeen City Council works in partnership and council funds are utilised as match funding, we can ensure that for every £1 spent by the local authority, we can achieve an increased spend for our communities.

Corporate –

This proposal relates to 'Aberdeen – the Smarter City' as follows:

- We will work with our partners to seek to reduce the levels of **inequality** in the city.
- We will enhance the physical and emotional wellbeing of all our citizens by offering support and activities which promote **independence, resilience, confidence and self-esteem**.
- Working with our third, public and private sector partners, we will provide opportunities for **lifelong learning** which will develop knowledge, skills and attributes of our citizens to enable them to meet the changing demands of the 21st century.
- We will embrace the distinctive pride the people of Aberdeen take in their city and work with them to enhance the sense of well-being here, **building stronger communities** which look out for, and look after one another.

This proposal supports various outcomes in the Single Outcome Agreement and specifically, **Health and Wellbeing**, Learning and Workforce and Community Safety. The new Middlefield Community Hub is a partnership development between Aberdeen City Council, Middlefield Community Project, Lord Provost Henry Rae Community Centre and NHS Healthy Hoose.

Public –

The contents of this report will be of interest to the public, particularly those living in Middlefield/Heathryfold areas and environs.

7. MANAGEMENT OF RISK

If this proposal is not supported, it would be difficult to justify why Middlefield Community Project is the only external investment which is funded on an annual basis, as all others have three year agreements.

8. BACKGROUND PAPERS

CHI/14/076, Communities, Housing & Infrastructure, 18 March 2015,
Funded Projects and Leased Community Centres

9. REPORT AUTHOR DETAILS

Kay Diack
Service Manager – Communities and Partnerships
kdiack@aberdeencity.gov.uk
07778 872309

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	New Disability Group for the City - Membership and Next Steps
REPORT NUMBER	CHI/16/133
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

This report updates members on the progress made in establishing a new group to deal with issues around disability in the city.

2. RECOMMENDATION(S)

The committee is asked to:

- Agree the nominations for membership of the new group as detailed below;
- Appoint five elected members from across the parties to the new group;
- Approve the change in the constitution to reflect the increase from 15 to 17 external members and
- Note the proposed date of the inaugural meeting of the new group.

3. FINANCIAL IMPLICATIONS

The funding for catering, sign language interpreting and venue costs, in a similar way to the costs of the Disability Advisory Group, will be met from the budget allocated to disability equality within the Communities and Housing budget. As a council sub-group, the group will be clerked by committee clerks. The new group wish to hold one in three meetings on a Saturday morning, this will incur overtime costs for the committee clerk totalling 2.5 hours every 6 months.

4. OTHER IMPLICATIONS

There will be a cost implication for training for the new members, and in particular for the roles of Chair and Vice-chair, which will be met from the Equalities Team project budget. In the case of external venues being used for future meetings, the priority would be to source council buildings in local neighbourhoods.

5. BACKGROUND/MAIN ISSUES

The Communities, Housing and Infrastructure Committee at its meeting on 27th August 2015 agreed to the dissolution of the Disability Advisory Group, and approved Model 2, with the new group remaining part of the council's committee structure with a change in culture, structure and processes to become more accessible and welcoming. This new group will set and follow a work plan to deliver SMART actions and positive outcomes for the communities it serves.

Phyl Myers, Project Manager (Employability and Civic Participation) of Inclusion Scotland, a national disability group, helped the membership application process with reviewing the draft application forms, encouraging membership and screening applications. Inclusion Scotland is a consortium of organisations of disabled people and disabled individuals. Through a process of structured development, Inclusion Scotland aims to draw attention to the physical, social, economic, cultural and attitudinal barriers that impact on disabled peoples' everyday lives in Scotland. The organisation aims to encourage a wide understanding of those issues throughout mainstream thought in Scotland.

In selecting candidates Inclusion Scotland based their decision on the purpose of the group, prioritising disabled people themselves to ensure that those with lived experience of the issues under discussion would be speaking for themselves. All disabled applicants who adequately responded to the questions in the application were selected, and thereafter nondisabled applicants were selected only if they demonstrated particularly strong experience of disability issues and also brought a unique contribution to the group.

In some cases candidates were not selected by Inclusion Scotland for reasons including the following:

- Did not strongly respond to the questions of the application;
- Although demonstrating a particular potential contribution, a stronger candidate had already been selected with a similar background of experience;
- Did not respond to the application as an individual, but rather as an organisation and Inclusion Scotland were seeking to select individuals with useful lived experience to contribute to the group on a personal level rather than organisational representatives.

Candidates who were not successful were provided with this feedback, and, along with late applicants, were advised that there will be future opportunities for them to be involved and have their voices heard through the subgroups which the new disability group will develop.

Following the valuable input from Inclusion Scotland and with the advice of Legal and Democratic Services, three applicants have been added to the list, who offer considerable continuity of experience, knowledge of committee structures and who are recognised as positive change agents. This is considered important among so many new members.

This means there is a list of 17 potential members for committee approval as set out below. The draft constitution stated there will be a core group comprising fifteen External Members and Aberdeen City Council shall appoint five Elected Members to sit on the group. If committee is minded to approve the 17 names, then the constitution will require to be changed.

The 17 potential members are as follows:

Anne Begg
Edward Fowler
Carol Gordon
Ron Holding
Liz Howarth
David Jones
Dorothea Law
Bryan McKenzie
Vicky McKenzie
Paul McMenemy
Katrina Michie
Karen Milne
William Rae
Mary Rasmussen
Christa Reid
Jonathan Russell
Ian Stones

The committee is asked to approve the 17 names and to appoint 5 cross-party elected members with an interest in disability issues to participate in the new group.

It is noted that although we have positively and proactively targeted younger people to join the group, there remains a gap in representation of young disabled people. This may be addressed through the establishment of a themed group of younger disabled people, who may feel more comfortable and confident in participating through a younger member's subgroup.

Similarly it has proved difficult to attract a range of people from ethnic minority backgrounds. In the case of ethnic minority representation, there may be good links to build on through the Ethnic Minority Forum, the NHS Grampian Multicultural Health and Wellbeing Forum, North East Equalities Network (supported by Grampian Regional Equality Council) and the host of individual community organisations, for example, the Nigerian Women's Association, the Polish Association

The Communities, Housing and Infrastructure Committee agreed on 20 January 2016, that selecting a name for the new group should be left as a matter for the new Group. In response to this decision, the matter will now be deferred to appear on the new Group's inaugural agenda, along with the appointment of the Chair and Vice Chair.

It is proposed to hold the inaugural meeting on Saturday 10 September at a central, accessible venue so that we set the scene with flexible meeting times and an inclusive, welcoming environment. These were key issues highlighted by the new group as part of the culture change required.

It is recognised that support may be required to provide assistance to any member who needs it,.

6. IMPACT

Improving Customer Experience:

Having a new and effective group, contributing to a more robust equality impact assessment process will help us to plan and design our services around current and future customer needs as much as possible, building in customer need at the beginning of our processes rather than bolting on at the end.

Improving Staff Experience:

This proposal offers the opportunity for staff to re-engage positively and constructively with people with disabilities and to reach a broader, more representative range of people. The staff involved are enthusiastic and committed to this change process and welcome the change in culture which this new group will bring. There is a new Disability Access Officer starting employment within the Equalities Team on Tuesday 9 August 2016, whose remit includes providing support to the new group.

Improving our use of Resources:

The council will benefit from the new group being open, transparent and accountable and being more outcomes focussed. The new group will develop its own work plan to deliver SMART actions and be able to

demonstrate its impact. The new group should act as a contact point for consultation and take an active role in the equality impact assessment process, therefore improving the Council's use of resources.

Corporate:

This report fits within the Council's Equalities Outcomes which have been developed in line with the Council's vision; *Aberdeen - the Smarter City*. We will ensure all citizens are encouraged and supported appropriately to make their full contribution. In order to address this, we will challenge inequalities wherever they exist and bring our communities closer together.

The Equality Outcomes, since they are all about improving services and access to services for the citizens of Aberdeen, offer positive opportunities for joint working with partner organisations on projects/ activities - a new and fit-for-purpose group for people with disabilities can be a positive way of demonstrating this.

This proposal as part of the Council's commitment to equalities fits with the underlying principle of equalities across all the thematic groups within Community Planning.

Public:

This report is highly relevant to ensuring that the council meets the General Equality Duty.

The earlier EHRIA at Appendix 4 of the report of 27 August 2015 Indicates that the proposal for the future will contribute positively to all three parts of the General Duty; to eliminate discrimination, to advance equality of opportunity and to foster good relations.

The EHRIA demonstrates a positive impact, particularly on people with disabilities, older people and families with young children. A pro-active partnership group acting as a "critical friend" can act as a catalyst for positive change. If access improves for people with disabilities, then it improves too for older people and parents/ carers pushing prams and buggies.

7. MANAGEMENT OF RISK

Delivering on the published Equalities Outcomes will help public authorities comply with their legal duties under:

- a. Section 149 of the Equality Act 2010 (the public sector equality duty), and

b. The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012

This new group through its inclusive, welcoming agenda for change, future collaborative work and relationship building, seeks to involve a wide range of people with disabilities, with their views and experiences.

The new key group for people with disabilities will bring added value to the council as it can act as a credible sounding board for council plans and policies and signal their impact on people with disabilities in the city.

8. BACKGROUND PAPERS

Reports to Communities Housing and Infrastructure committee on the development of the new group of 27 August 2015, 20 January 2016, 15 March 2016 and news bulletin to Communities Housing and Infrastructure committee of 17 May 2016.

9. REPORT AUTHOR DETAILS

Sandra Howard,
Equalities Manager
Email: SHoward@aberdeencity.gov.uk
01224 523039

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Draft Site OP63, Prime Four Business Park Development Framework
REPORT NUMBER:	CHI/16/137
CHECKLIST RECEIVED	Yes

1 PURPOSE OF REPORT

- 1.1 This report outlines the OP63, Prime Four Business Park Development Framework (as identified in the Proposed Aberdeen Local Development Plan 2015) and presents a summary of the representations received, officers' responses to these representations and details any resulting action from this.
- 1.2 A summary of this information is attached as Appendix 1 to this report. Full, un-summarised copies of representations are detailed in Appendix 2 of this report.

2 RECOMMENDATION(S)

- 2.1 It is recommended that the Committee:
- (a) Note the representations received for the Site OP63, Prime Four Business Park Development Framework;
 - (b) Approve Appendix 1, which includes officers' responses to representations received and any necessary actions; and
 - (c) Approve the Development Framework as Interim Planning Advice until the emerging Local Development Plan is adopted at which time the document should be ratified alongside the other supplementary guidance documents by the Scottish Government.

3 FINANCIAL IMPLICATIONS

- 3.1 The design team have met the cost for the 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.

- 3.2 The costs associated with the 6 week statutory consultation exercise were met from within existing P+SD budgets.

4 OTHER IMPLICATIONS

- 4.1 The Development Framework reduces the risk of piecemeal and inappropriate development and ensures that the development will be fully integrated into its surroundings. Placemaking and the efficient use of land will contribute towards the Council's aim of promoting sustainable economic development. 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.
- 4.2 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 address requirements for local transport infrastructure; walking and cycling.
- 4.3 A Strategic Environmental Assessment (SEA) has been undertaken on OP63 as part of the preparation of the Proposed Aberdeen Local Development Plan. It identified the need for a Construction Environmental Management Plan and ecological assessment to assess and avoid impacts on the LNCS. Development will be phased and programmed so effects can be adequately managed over time. Policy R7 requires new development to use water-saving technologies and techniques. It also identified the need for a buffer zone around the burial ground.

5 BACKGROUND / MAIN ISSUES

- 5.1 The full Development Framework is a large document containing a lot of illustrative material and can be viewed via the following link:

www.aberdeencity.gov.uk/masterplanning

- 5.2 A hard copy of the Draft Development Framework is available in the Members' Library (Town House), within the Planning and Sustainable Development Service at Ground Floor North, Marischal College.
- 5.3 The draft OP63 Prime Four Business Park Development Framework was presented to the Communities, Housing and Infrastructure Committee on 17 May 2016 (item 10.2) where committee resolved to:
- i) Approve the Draft Prime Four (OP63), Development Framework for public consultation over a six week period, and;

- ii) Instruct the Director of Communities, Housing and Infrastructure to report the results of the public consultation and any proposed revisions to the Draft Development Framework to a subsequent meeting of this Committee.

Consultation Process

- 5.4 The public consultation ran for 6 weeks from Monday 23 May 2016 until Monday 4 July 2016. The consultation was carried out in accordance with the Council's adopted Masterplanning Process.
- 5.5 In accordance with the Process, the Kingswells Community Council were given advanced notification of the consultation. It was not possible to give them notification 2 weeks prior to the 17 May Committee so an additional week was added to the end of the consultation period to allow them sufficient time to consider the proposals (concluded 11 July 2016). The draft document was available online prior to the committee and hard copies were sent to the Community Council at the start of the consultation period.
- 5.6 Statutory consultees were advised of the public consultation prior to the start date. The following list highlights those consulted:

Kingswells Community Council	Religious Society of Friends
Aberdeen and Grampian Chamber of Commerce	Aberdeen City and Shire Strategic Development Planning Authority
Aberdeenshire Council	Forestry Commission Scotland
Scottish Water	SEPA
Scottish Natural Heritage	Historic Environment Scotland
Scottish Enterprise Grampian	Transport Scotland
NHS Grampian	NESTRANS
Developer Obligations Team	Scottish Enterprise Grampian
Aberdeen Cycle Forum	

- 5.7 The Site OP63, Prime Four Business Park Development Framework was available for viewing via the following methods:
 - Publication of document on Aberdeen City Council Website 'Masterplanning' page:
<http://www.aberdeencity.gov.uk/masterplanning>
 - Hard copy of document available for viewing at Marischal College.
 - Hard copies and posters were available in the Central Library, Bucksburn Library and Kingswells Community Centre.

- A press release was issued via the Council's social media on the 31 May 16, with a reminder placed 2 weeks later.
- 5.8 A total of 9 representations to the Development Framework were submitted by email from:
- Scottish Natural Heritage (SNH)
 - The Forestry Commission
 - Mr Taylor
 - Scottish Environment Protection Agency (SEPA)
 - Historic Environment Scotland (HES)
 - North of Scotland Quaker Trust
 - Aberdeen Cycle Forum
 - Transport Scotland
 - Kingswells Community Council
- 5.9 All comments received as part of the consultation are shared with the developers, their design team and relevant planning and roads officers, for consideration during the planning application process.
- 5.10 Comments from Framework consultation responses included:
- Over development of the A944 corridor,
 - Appropriate buffer around the Friends Burial Ground,
 - Potential impact on the Friends Burial Ground from the increased traffic and usage of the area,
 - Link road through from the southern site,
 - Unknown scale and massing of the buildings within the site,
 - Cycle path along the A944 not up to an appropriate standard,
 - Unclear rationale for the additional access onto the A944,
 - Unclear of the need for this additional site for Business Park given the Change of Use proposed for the area to the south from business to mixed use commercial,
 - Concern with the visual impact and highlight the need for further assessments now,
 - Clear landscape strategy required.
- 5.11 Following analysis of all comments, proposed changes to the Development Framework are highlighted in Appendix 1 to this report.
- 5.12 Section 6.13, Cumulative Transport Infrastructure, makes reference to the Strategic Transport Fund. A legal challenge was lodged at the Court of Session (Inner House) by the Elsie Development Company Ltd and Goodgrun Ltd, against the adoption by the Aberdeen City and Shire Strategic Development Planning Authority (SDPA) of Supplementary Guidance: Strategic Transport Fund (STF). The Inner House issued its decision on 29 April 2016 which allowed the appeal. The SDPA has sought leave to appeal and awaits the outcome of this

process. Appendix 1 provides an alternative text to include within the Development Framework updating the position.

6 IMPACT

Improving Customer Experience - The Development Framework sets out principles and options for the Prime Four OP63 site. It also highlights what further surveys and detailed information will be required as part of any planning application. In doing so the Framework provides certainty for the public, agencies and development industry.

Improving Staff Experience - The Development Framework will contribute to efficiencies in determining future planning applications and a reduction in Council staff time to assess future detailed proposals.

Improving our use of Resources - By demonstrating acceptable forms and layouts of new development on the site, it allows more informed decision making to be made earlier, saving time and resources for staff, applicants and the public. The Development Framework also highlights the expected improvements required to infrastructure, services, environment and resources as a result of the proposed development.

Corporate - The proposal contributes to the following Single Outcome Priorities: 1 – People feel safe throughout Aberdeen’s communities; 2 – economic growth – the city is recognised as a good place to invest, live, work, visit and export from; 3 – Health and wellbeing – reduced inequalities in healthy life expectancy and improved physical and mental health through increased physical activity.

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.

The proposal contributes towards the Council’s 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.

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.

The proposal will assist in the delivery of the Council's Strategic Infrastructure Plan by helping to achieve the key goal of 'The skills and labour that Aberdeen needs to thrive'

Securing the Future of the North East Economy – A 20 Year Vision for the Well-being of the Place & Our People” was approved by the Council in December 2015. High value jobs and skills are globally mobile, and competing for these high value 'clusters' of activity is a key part of the Strategy, and the Council's inward investment plans. In doing so, it becomes easier for Aberdeen to maintain and attract world class talent and business, which in turn delivers positive indirect and induced impacts across the city economy as spend supports jobs in retail, tourism, leisure and other services. However to remain globally competitive, the quality of the 'place', the commercial space and the public realm around it all have a role. Developers and subsequent occupants/ employers base their location decisions on being able to attract the best talent and skills to work in their businesses, and they recognise the positive correlation between their business competitiveness and the quality of the public realm.

The proposal is consistent with the Planning and Sustainable Development Service Plan, in particular engaging the community in the planning process, and the delivery of Masterplans/Development Frameworks in line with the Aberdeen Masterplanning Process.

Public – An EHRIA has been carried out on the Site OP63 Prime Four Business Park Development Framework. It shows by implementing this proposal will have a neutral impact on employees, service users or other people who share characteristics protected by The Equality Act 2010.


7 MANAGEMENT OF RISK

- 7.1 Development Frameworks and Masterplans contribute to efficiencies in determining future planning applications and a reduction in Council staff time to assess future detailed proposals.
- 7.2 If the recommendations are accepted the Council will have to manage the planning application process for the development of the site in line with the Development Framework.
- 7.3 If the recommendation is not accepted the risk is that no development will take place on the site. There is also a risk that the employment allocations in the Proposed Aberdeen Local Development Plan (2016) will not be met. There would also be no clear parameters set for the site resulting in the potential of piecemeal development on the site.

8 BACKGROUND PAPERS

- OP63 Draft Prime Four Business Park Development Framework
<http://www.aberdeencity.gov.uk/masterplanning/>
- Proposed Aberdeen Local Development Plan 2015
<http://www.aberdeencity.gov.uk/alp2016/>
- Aberdeen Masterplanning Process
http://www.aberdeencity.gov.uk/planning_environment/planning/planning_sustainable_development/pla_masterplan_process.asp
- Aberdeen Masterplanning Process: Update Report EPI/12/231 (agenda item 1.1, article 4, Enterprise, Planning and Infrastructure Committee, 6/11/12)
<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=140&MId=2523&Ver=4>

7 REPORT AUTHOR DETAILS

Laura Robertson
Senior Planner – Masterplan, Design and Conservation Team
 01224 (52)2246
 larobertson@aberdeencity.gov.uk

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	Appendix 1		
Ref	Summary of Issues	Officers Response	Action/Amendments
1.	Scottish Natural Heritage		
1.1	Do not wish to make comment as the application of the relevant Local Development Plan policies should safeguard the natural heritage interests.	Comment is noted.	No action or amendment required.
2.	Forestry Commission		
2.1	Forestry Commission Scotland welcomes the sensitive proposals outlined in relation to the Ancient Woodland including the development buffer around the woodland and the newly proposed connected hedgerows. Recommend planting with locally relevant native species.	Comment is noted.	No action or amendment required.
3.	Mr Neil Taylor		
3.1	The plans for the site are acceptable within the site context.	Comment noted.	No action or amendment required.
3.2	Main concern is overdevelopment of the A944 corridor if Phase 4, Phase 5 and a new Stadium are approved on the opposite side of the AWPR. Houses in the near area will suddenly be in the middle of a transport/business/stadium development that is most definitely not rural as when purchased.	The Prime Four development and the extension covered by this Development Framework are as allocated in the Proposed Local Development Plan 2015 for specialist employment use. Any proposal for a stadium requires separate consultation.	No action or amendment required.
4.	SEPA		
4.1	The application site is completely outwith the medium likelihood (0.5% annual probability or 1 in 200 year) flood extent on the SEPA flood map. There does not appear to be any watercourses on the site and SEPA have no	Comment is noted.	No action or amendment required.

	Appendix 1		
Ref	Summary of Issues	Officers Response	Action/Amendments
	records of any past flooding at the site. Therefore no assessment of flood risk is required for the site.		
4.2	We request that confirmation is provided that the SuDS (Sustainable Drainage System) proposals have been designed in accordance with the CIRIA SuDS manual C753. www.susdrain.org/resources/SuDS_Manual.html	Comment is noted - amend Development Framework accordingly.	Add text to page 48 to state "All SuDS proposals will be designed in accordance with CIRIA SuDS manual C753"
4.3	We note that Phase 1 contains a SuDS pond and we request that it is clarified why these cannot be provided in Phase 2.	Comment noted.	Update page 48 to include reference to a SuDS basin in the southern part of the site.
4.4	We note that peat was found on site in the development of Phase 1. We request that a statement is provided on the actions that will be taken for peat management, including its re-use, if peat is identified in Phase 2.	Comment noted, Add text that confirms if peat is identified what actions will be undertaken by the developer in accordance with SEPA's Developments on Peatland Guidance	Add text to page 19 to confirm what actions will be taken should peat be found within OP63.
5.	Historic Environment Scotland		
5.1	Welcome the consideration given to the historic environment. The development framework considers that the proposals are unlikely to affect the setting of the consumption dyke as the ancient woodland between the two sites is to be retained. Content to agree and therefore have no further comments.	Comment is noted.	No action or amendment required.
6.	North of Scotland Quaker Trust		
6.1	Appreciate that the plans take seriously the preservation of the burial ground and show respect for its religious and historical	Comments are noted, it is important to ensure that the Quaker Burial Ground is respected.	No action or amendment required.

	Appendix 1		
Ref	Summary of Issues	Officers Response	Action/Amendments
	significance. Not opposed in principle, but have a number of concerns over how the development may impact on the sanctity and security of the burial ground.		
6.2	<p>20 m Buffer Zone Clarification sought of what will be included within the buffer zone. We would also question whether it is wide enough in order to protect the sanctity and ambiance of the burial ground, particularly if nearby buildings are tall.</p> <p>We appreciate that the buffer zone would not be a neat rectangle, and suggest 30 m might be more appropriate at some points, with a minimum of 20 m.</p>	The buffer zone should not be regular in shape, it should be more natural in form. Text to be added to explain that a 20m buffer is the minimum land required. It is assumed that the planting will be natural as shown in fig 47 but access and location of any planting etc should be carried out in discussion with the Quaker Trust.	<p>Add text to page 31 confirming that 20 metre buffer is the minimum.</p> <p>Add text to confirm the nature of the buffer zone including form and content.</p>
	Concerns that the developer states it may be necessary to remove and replace some parts of the boundary wall of the burial ground. This would also involve removing some of the trees growing around the burial ground.	<p>The text refers to walls that join the burial ground wall and the plot dykes, it does not refer to the walls of the burial ground itself. Clarification should be provided on this topic within the document.</p> <p>Maintenance requirements should be discussed between the developer and the North of Scotland Quaker Trust.</p>	Page 31, text should be added to make it clear that the walls of the burial ground will remain.
6.3	<p>Future Maintenance and Insurance We are currently responsible for the periodic maintenance and upkeep of the trees and surrounding walls of the site. We are concerned potentially increased pedestrian traffic around and onto the site will increase the requirement for such maintenance.</p>	Maintenance and insurance is not a planning consideration and any discussion and/or agreement on this matter should be made with the developer directly.	No action or amendment required.

	Appendix 1		
Ref	Summary of Issues	Officers Response	Action/Amendments
	We would be grateful if you could make it clear to the developer and future managers for the Business Park that the costs of such an increased maintenance and possible insurance burden will be borne by them.		
6.4	Interpretive Information and Seating It is suggested that a 'display board' and seating will be erected adjacent to the burial ground. As custodians of the site, we request to be involved in the design and content.	Comment noted: offer of assistance in this matter will be forwarded onto the developer.	Forward offer of assistance for content of the display board to the developer.
6.5	Options for a road around the site Some concerns about the possible roads around the burial ground. Options are shown to the north or south. The road to the south may be preferable if it is sunken as it would result in the site being more open. A road around the north side may be more intrusive unless it is located further back from the burial ground and with more screening.	Further assessments will be required in relation to the location of any road. The two options were put forward for consideration and to ensure that the burial ground was appropriately protected from the potential impact of a road. Roads both side of the burial ground must be avoided in order to protect the site.	No action or amendment required.
6.6	Link Road through to A944 (p38) This would almost certainly increase the level of traffic flows past the burial ground and would be of some concern. If another access onto the A944 is to be permitted or welcomed, what is its likely impact to be?	Careful consideration will need to be given to any link road in proximity to the Friends Burial Ground. Should the new access onto the A944 be deemed appropriate (subject to detailed Transport Assessment) connections through to the wider Prime 4 site would be essential to provide public transport and cycle connectivity. Detailed Transport Assessment will determine the requirement for any additional	Pass comments to the developers.

	Appendix 1		
Ref	Summary of Issues	Officers Response	Action/Amendments
		access, make up and location of any proposed new access onto the A944 and subsequently through the site. Comments will be passed onto the agents for their information.	
6.7	<p>Western Hub with Eatery and access to the Burial Ground</p> <p>There is the possibility that food would be taken out from an outlet close by and taken into the burial ground. Whilst we are not against members of the public having access to the burial ground, there is a very real danger that there would be litter left, the place used in a noisy way inappropriate to such a site, or otherwise not treated with respect. We would therefore be very concerned and unhappy with any proposal to include a fast food take away in the proximity of the burial ground.</p> <p>More generally, in terms of access to the Burial Ground would we have a say on whether we want to encourage people to go to the burial ground?</p>	<p>Comments noted. The proximity of the hub should be carefully considered so as not to adversely affect the burial ground which by its nature is peaceful.</p> <p>The buffer zone around the burial ground and its design should also be carefully considered, in particular the potential inclusion of seating or any improved access to the burial ground.</p> <p>Discussions should take place between the Trust and the Developer to determine the most appropriate arrangement for access.</p>	<p>Add text to page 34 stating landscape strategy will be required as part of any masterplan or detailed applications for the site. Careful consideration should be given to the area around the burial ground given its sensitivity.</p>
6.8	<p>Proposal for larger and taller buildings around the burial ground in order to create a visual marker or statement (p42)</p> <p>Concerned about the likelihood that such building would dominate and overshadow the burial ground. We suggest that the massing of the buildings should be carefully considered for their impact on the burial ground and that they</p>	<p>Additional analysis will be required for the buildings and in particular siting, scale and massing. This does not only related to the burial ground but the views into and out with the site.</p>	<p>Add text to 6.6 buildings, in relation to the requirement for further analysis.</p>

	Appendix 1		
Ref	Summary of Issues	Officers Response	Action/Amendments
	should be stepped and set back within their sites, and the buffer zone increased in width. We trust that the formal buffer zone does not come up abruptly with a building.		
6.9	Status of the Masterplan document We are pleased to note that there will be further opportunity to make comments on more detailed proposals.	Comment noted.	No action or amendment required.
7.	Aberdeen Cycle Forum		
7.1	Currently, there are some excellent examples of good cycle infrastructure at Prime Four, however, there are other examples of infrastructure that is dangerous and potentially deadly. We have been very vocal about the need for these links from the beginning of the development.	It is unclear where the dangerous infrastructure is within the Prime Four development. Detail of this should be provided to ensure this is resolved. All ped/cycle links within the OP63 site will be carefully assessed to ensure there are no road safety issues.	No action or amendment required.
7.2	We petitioned formally regarding the narrow sub-standard section of path to the west of the main development entrance on the A944 to the city council. The council's response was that perhaps mitigation could be achieved at the next stage of development which is where we are now. The OP63 site puts forward this section as part of its cycle links. The Westhill cycle path usage will only increase with the steady uptake of buildings as highlighted in the document.	As part of any Transport Assessment, cycling infrastructure will have to be considered and fully assessed. P49 of the Framework should include the assessment of the A944 shared footway as being a key element of a Transport Assessment. The requirement for a financial contribution to the route may be identified.	Add text to P49 Accessibility to confirm the requirement to consider the A944 shared footway in any future Transport Assessment.
7.3	The OP63 internal links seem adequate but await further detail. It is indicated on the plans that the access to the site is along the A944	Detailed cycle connections will be determined through the Transport Assessment process. The cycle routes	No action or amendment required.

	Appendix 1		
Ref	Summary of Issues	Officers Response	Action/Amendments
	and that there is potentially a path through the site too. Clarification would be required to ensure there is an alternative route for users continuing their journey and not stopping at Prime Four.	would connect into the A944 shared footway as well as onto the C89 Kingswells bypass. Though not a separate cycle lane, this north south connection is still available. It is also expected that the C89 Road will become quieter as a result of the AWPR opening.	
7.4	Welcome the necessity for cycle infrastructure at Prime Four has already been identified and that it is intended to link with existing infrastructure.	Comment noted.	No action or amendment required.
7.5	Section 3.2 If new portions of Prime Four are to connect to everything mentioned in the document, upgrading the WCP or rerouting will be necessary to address the ongoing problems.	Comment noted. Any necessary Transport Assessment will consider road impacts as well as any required upgrades to cycle infrastructure.	No action or amendment required.
8.	Transport Scotland		
8.1	Phasing - The Framework indicates that the new allocation of land at Phase 4 (OP63 in the LDP) will be the next phase to be brought forward. The Framework also indicates that Phase 5 (OP40 allocation, renamed OP29 in the LDP) will be the final phase to be developed. However, we are aware of discussions regarding the creation of a new access from the A944 to serve Phase 5 which would appear to add some uncertainty around the intended order of phasing. The Framework does not set out the rationale for a new access from the A944. These discussions would therefore appear to be	The Development Framework identifies the potential for an additional access onto the A944 nothing more. Further Transport Assessments would be required prior to any agreement being reached on such a proposal. The opportunity to have an additional access onto the A944 could provide a bus connection through the site to connect with the wider Prime Four development.	Add text to make it explicit that any additional access onto the A944 will incorporate wider connections through the site to provide a connected bus route.

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	going against the principles of the Framework and risk disregarding appropriate appraisal and planning process.		
8.2	Potential Impacts - Irrespective of the issues associated with the location and form of any new access on the A944, Transport Scotland's primary consideration will be the impacts which further development in the area would have on the operation of the strategic transport network, specifically at the AWPR/A944 Kingswells junction.	Any new access will require a detailed Transport Assessments to be carried out with the operation of the key strategic network being a vital consideration.	No action or amendment required.
8.3	Transport Scotland consider that a cumulative assessment which considers both Phase 4 and Phase 5 is required to inform consideration of further development on the site. This assessment should determine the potential impacts on the trunk road network and consider deliverable mitigation measures where appropriate.	The cumulative impact and impact on the trunk road network of the phases will have to be considered through the relevant Transport Assessment.	No action or amendment required.
8.4	Internal Connectivity - The Framework appears to illustrate contrasting internal access arrangements. See full comment in Appendix 2 for details.	<p>Any new connection onto the A944 would be required to connect through to the wider site and must not be stand alone. Text should be added to the document to confirm this.</p> <p>The plans should also be consistent and show this additional proposed connection including fig 5 and fig 9.</p> <p>There are a number of inaccuracies within the plans that need to be resolved.</p>	<p>Add text to 6.5 to confirm that any new connection will be subject to a detailed TA and would have to connect through to the wider site.</p> <p>Ensure that all plans are consistent and do not contradict each other.</p>

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9.	Kingswells Community Council		
9.1	<p>This response is written before the Local Development Plan (LDP) has been approved and whilst the OP63 site is under review by the Reporter. As such the response is written with the following assumptions:</p> <p><input type="checkbox"/> the Reporter approves the OP63 site for development in the LDP,</p> <p><input type="checkbox"/> the Reporter does not ask for any changes to the wording of the LDP.</p> <p>If any of the above assumptions prove to be invalid then KCC reserves the right to make additional comments.</p>	<p>Comments are noted. The recommendation to this report states that the document would be Local Planning Advice until the adoption of the Local Development Plan. If the site was not deemed suitable by the reporter the Development Framework will no longer be Interim Planning Advice and will not be taken forward as Supplementary Guidance.</p>	<p>No action or amendment required.</p>
9.2	<p>Site OP63 is not suitable for this type of development and a more suitable site should be found elsewhere. The need for this expansion is questionable given the recent request to change the use of the original phase 4 (now phase 5) from office to retain, food and drink and other uses.</p>	<p>Site OP63 has been identified in the Proposed Aberdeen Local Development Plan as an opportunity site for employment land. The site abuts an existing specialist employment site, in the Prime Four Business Park. The existing site has been exceptionally successful since its opening, bringing a significant positive economic impact to Aberdeen through the office accommodation, hotel and other uses. The developable land has been built out and demand for plots is continuing, therefore expansion of the site capitalises on the existing success.</p> <p>A POAN can be submitted at any time and</p>	<p>No action or amendment required.</p>

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		for any use. Any planning application on this site will be determined against the relevant land allocation, planning policies and approved Development Framework for the site.	
9.3	The timing of this document before the approval of the LDP and during the review by the reporter is a manipulation of the planning system. This view is further justified by the recent change of use request highlighted above.	<p>The developer and their agents have been advised that producing the Prime Four Expansion Development Framework document for OP63 prior to the completion of the Reporters' Report and prior to adoption of the Plan by Aberdeen City Council, is entirely at their own risk. The Prime Four Expansion Development Framework will only be adopted as supplementary guidance if the Reports' include OP63 as an opportunity site. Frameworks can be submitted to the Council at any point in the lifespan on the Plan, also it is not uncommon for planning applications to be submitted on land not allocated for development.</p> <p>Should the Reporters' dismiss the Prime Four Expansion in their examination, the developers could still apply for planning permission. Under this circumstance the application would be a departure from the Plan and the site's recent status would not prejudice the planning process.</p> <p>The existing allocation original phase 4/now</p>	No action or amendment required.

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		phase 5 within the 2012 Aberdeen Local Development Plan is an opportunity site for business land, and in the 2015 Proposed Plan it is allocated as Specialist Employment Land. In areas identified as Specialist Employment Areas, Policy B2 outlines only Class 4 (Business) uses shall be permitted. Applications submitted to the site will be assessed against this policy.	
9.4	The original phase 4 area is low lying and more suitable for tall buildings than the hilltop development proposed for OP63.	Careful consideration will be required with the design of the buildings in the site. Both sites are allocated for development in the Proposed Local Development Plan and were deemed appropriate for Specialist Employment.	No action or amendment required.
9.5	Communication and engagement - section 4.1 The document suggests that there has been a lack of community engagement. KCC has been fully engaged through the lifecycle of the Prime Four Development and have chosen to identify issues that make a real difference to the community. The lack of comment should not be taken as lack of interest. The comments made should be given more credence as minor comments have been removed.	Section 4.1 considers the main points that were put forward as part of the engagement process and what events took place. It confirms that the Kingswells Community Council provided comments and it also confirms that the Community Council attended the event.	No action or amendment required.
9.6	Protection of heritage and features The development of the AWPR does not allow for the landscape setting of the area to be destroyed. The AWPR will ultimately merge into the landscape and have lesser impact.	Further assessment is required within the Development Framework in terms of a Landscape and Visual Impact Assessment (LVIA). A full LVIA is required as part of the EIA process for the site so any work carried	Carry out a further assessment and update the Development Framework accordingly.

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	<p>The proposal for significant buildings and skyline development will change the landscape forever. The original agreement with the community to minimise the visual impact of the development should be respected.</p>	<p>out now will be able to inform the future assessment. We do not expect a full LVIA as part of the Development Framework however a further assessment of the site and its surroundings is required.</p> <p>The assessment should consider the potential landscape and visual impacts of the development. This should include assessing the character of the site and its surroundings, the sensitivity of the landscape to development of this type, and its capacity to accommodate the development. The visual assessment will include views from within and outwith the site. The spatial scope of the assessment should be influenced by the extent of visibility of the proposed development, the characteristics of the surrounding landscape, and how it is used and experienced by people. Reference should be made to relevant techniques within Guidelines for Landscape and Visual Impact Assessment 3rd Edition, and the <u>Scottish Government's Design Manual PAN 44 Fitting New Housing Development into the Landscape</u>. The outcome of the assessment should influence the final Framework document, including the landscape strategy, along with the scale, height and massing of proposed buildings. Once the assessment is carried out it may</p>	

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		be necessary to update further text and diagrams within the Framework to reflect these outcomes.	
9.7	Impact on the Landscape As above. KCC do not think that the 1 st phase of development has been located sensitively. The existing development is highly visible even though it was promised that it would not be seen from anywhere. Development on this site should not be allowed above tops of existing trees.	See 9.6 above	See 9.6 above.
9.8	Any reference to prominent development should be removed from the Framework.	The word prominent is only used once in the document on p44 where it confirms that the plateau is the most prominent location so would be a logical location for a statement building. By their nature business premises are larger buildings, the development will not be fully screened but careful consideration must be given to how best to integrate it into the wider landscape.	Add text to p44 to confirm high quality design and careful consideration of the scale and massing of any building(s) on the plateau is required.
9.9	5.1 The site Timings for walking to Kingswells are optimistic and are likely measured from the Kingswells boundary. A further 15 minutes should be added to travel from the village centre.	Noted, the developer should revisit the timings to ensure they are accurate.	Development Framework should be updated as appropriate.
9.10	5.5 Surrounding Context Woodland to north and east can only offer screening if the buildings do not breach the tops of the trees.	Noted: See 9.6	See 9.6

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9.11	5.6 Ecology Concern about the encirclement of the West Hatton LNCS. Increased shading by the high buildings and increase in light pollution will have an adverse impact on the biodiversity in the woods. The woodland needs to be managed sensitively in order to sustain and broaden its biodiversity.	Comments noted.	No action or amendment required.
9.12	Access paths through the woodland should not be part of any plans.	The access paths through the woodland have been removed from the plans.	No action or amendment required.
9.13	5.7 Heritage and archaeology KCC do not accept that the proposed development “will not affect the setting of the consumption dyke in any way.” The only way to ensure the setting is not effected is to extend the no build zone that extends 120m both sides of the consumption dyke. Within this zone there should be no development above the tree tops. The level of trees vary and no development above the tree tops should be interpreted literally and no part should be visible from the north and east of the development. The best views of the consumption dyke have been screened by feature landscaping (mounds) and will be further concealed in the future by the new tree planting. Some redesign of the eastern boundary of the northern park is required to reinstate the once magnificent views of the consumption dyke.	Comments from Historic Environment confirm that they do not think that this development would have any impact on the Consumption Dyke. “We note that the development framework considers that the proposed works within the OP63 site are unlikely to affect the setting of the consumption dyke as the ancient woodland between the two sites is to be retained. We are content to agree with this conclusion and therefore have no further comments to offer.” The eastern boundary as referred to in the comments is not within the site that this Development Framework covers.	No action or amendment required.

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	This could be done by reopening the views from the C89 travelling north.		
9.14	5.11 Landscape Every effort needs to be made to minimise the impact of the development on the local area. The development of the AWPR does not give future developments the right to destroy the local landscape.	See 9.6 above	See 9.6 above
9.15	6.2 Key objectives Concern that if the landscape strategy is continued from phases 1-3 the identity of Kingswells will be lost forever. The strategy seems to make the business park buildings as prominent as possible, which is good for a business park but no the setting of the village. Drum promised that the buildings would be screened by the existing trees. The impact of the landscape is much greater than agreed with the community and this needs to be redressed. The reality of phase 1-3 is that the tree cover was removed along the A944, and the tallest buildings were built on the highest points of the site.	By their nature these buildings are larger and cannot be fully screened. Phases 1-3 are set into the landscape and have built mounds and the trees provide backdrop to those in the foreground. Driving along the A944 to the east, Kingswells is not visible until past the business park. Kingswells and the Prime 4 development are not both visible from the C89 road, given the strategic planting along this road adjacent to Kingswells. It is unclear how the development will impact on the setting of the village. A more detailed landscape scheme will be required for the development to include planting etc.	No action or amendment required.
9.16	We ask that the height and layout of the buildings closest to the ancient woodland address the concerns outlined above. Any landmark buildings should be viewed from the	Careful consideration will have to be given to the scale and massing of the buildings and in particular those adjacent to the ancient woodland.	See 9.6 above

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	west / AWPR. Phase 4 (now called Phase 5) has the lowest contours and is most suitable for the tallest buildings. Tree cover must screen the site.	See 9.6 above	
9.17	The architectural beauty of the buildings can best be appreciated from <i>within</i> the development site. The whole site will be a landmark, and there is no need for any especially tall buildings to highlight the development when viewed from a car travelling at 70mph.	By the nature of the use of the site the buildings will be visible but detailed assessments and a landscape strategy will help to integrate the development into the landscape.	No action or amendment required.
9.18	<p>6.3 Response to the Historic Environment</p> <p>The consumption dyke should be included in this section. Mitigation should include height restrictions to ensure plant rooms are below the tree tops, and buildings are well set back to reduce light penetration through the trees.</p>	<p>Comments from Historic Environment confirm that they do not think that this development would have any impact on the Consumption Dyke.</p> <p>“We note that the development framework considers that the proposed works within the OP63 site are unlikely to affect the setting of the consumption dyke as the ancient woodland between the two sites is to be retained. We are content to agree with this conclusion and therefore have no further comments to offer.”</p>	No action or amendment required.
9.19	The height of trees is not quoted consistently in the document. 15-20m is quoted and so to is 20-25m. In reality the height of trees varies across the site, and the actual heights should be used when designing specific buildings.	<p>Noted, text should be made clear that the height of the trees varies across the site from 15-25 metres.</p> <p>The accurate height of the trees must be used when designing the specific buildings and determining a detailed layout.</p>	Add text to Page 33 to confirm that the accurate tree heights will be used to determine the scale and massing of the buildings as well as the final layout.

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9.20	<p>Friends Burial Ground</p> <p>KCC would like the following modification: “Any building within close proximity to the 20m buffer zone will require to take cognisance of its setting through the use of sensitive design and materials.”</p> <p>should be changed to:</p> <p>“Any building within close proximity to the 20m buffer zone will require to take cognisance of its setting through material selection and the use of sensitive design including building height and by increasing the effect of the buffer zone using car park layout.”</p>	<p>Partly agreed, text should be amended.</p> <p>The carparking location and design will need to be carefully considered in particular the location; adjacent to the burial ground may not be the most appropriate.</p>	<p>“Any building within close proximity to the 20m buffer zone will require to take cognisance of its setting through material selection and the use of sensitive design including building height and massing”</p>
9.21	<p>KCC would favour a road layout that passed in low profile to the north of the Friends Burial Ground, but reserve the right to comment on this at the application stage.</p>	<p>The document is a Development Framework where it is entirely appropriate to show options for elements such as roads. The most appropriate location for the road around the burial ground will have to be carefully assessed to ensure the least impact on the Burial ground.</p>	<p>No action or amendment required.</p>
	<p>This is not the correct location for any hub building.</p>	<p>Agreed: The hub should be relocated further to the west, away from the Friends Burial Ground. The hub area should be relocated to the east, adjacent to the entrance from earlier phases.</p> <p>Fig 58 shows a cluster of buildings to the east of the burial ground, the hub area</p>	<p>Alter fig 53 and any other associated figures accordingly.</p>

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		should be relocated around here.	
9.22	<p>Ancient Woodland</p> <p>Concern that the 10m buffer is insufficient. The design should include a 10m buffer to the carpark to avoid creating dark spots which cast shadows on the woodland.</p> <p>The buffer zone between any buildings should be at least the height of the trees. Setting similar to fig 51 would be welcomed.</p>	<p>10 metres is an absolute minimum standoff distance from the trees. There are areas proposed where this will be greater such as in fig 47.</p> <p>Further assessments will be required to determine the distances as part of the application process but it is expected that this will not be a solid line but more informal in nature.</p>	Add text to 33 to state that that it is highly likely that the standoff distances from the ancient woodland will be greater than 10m.
9.23	<p>Landscape</p> <p>The content of this section is largely satisfactory, particularly in relation to dyke preservation/creation, native planting and design of the SUDS area.</p>	Comments noted	No action or amendment required.
9.24	The long-term viability of the “birch grove” planting needs to be checked. Any felling/pruning of existing trees should be kept to an absolute minimum.	A tree management plan will be required as part of any planning application. Text should be added accordingly.	Add text to the landscape section which states “A tree management plan will be required as part of any planning application adjacent to the ancient woodland”.
9.25	<p>6.5 Connectivity</p> <p>However, KCC would like views from the AWPR and A944 and any other affected location to be included in this Framework document.</p>	See 9.6 above	See 9.6 above

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9.26	<p>Parking</p> <p>The wording could be changed from: Where topography allows, decked structures should be investigated to minimise the surface area of parking, if these can be provided without prejudicing the key principles above (fig. 58). to: Where topography allows, decked structures incorporating landscaped screening should be investigated to minimise the surface area of parking, if these can be provided without prejudicing the key principles above (fig. 58).</p>	Agreed text should be amended accordingly.	Amend last para on page 40 to state “Where topography allows, decked structures incorporating landscaped screening should be investigated to minimise the surface area of parking, if these can be provided without prejudicing the key principles above”
9.27	<p>6.6 Buildings</p> <p>KCC would like clarification on what the intention is for the area to the west and south of the Friends’ Burial Ground. Fig 61 suggests the area will be used for 3-4 storey stepped buildings whereas Figs 39, 58 and 60 do not show any buildings.</p>	<p>Fig 39, 58 and 60 are correct. The setting of the burial ground was deemed to be principally to the south west.</p> <p>Fig 61 should be updated accordingly.</p>	Update Fig 61 to respect the setting of the Friends Burial Ground by removing reference to 3-4 storey stepped buildings in this area.
9.28	KCC is concerned about the impact the prominent building in the Hub will have on the setting of the Friends’ Burial Ground. The location of the Hub on Fig 54 and 56 is different to Fig 53 on P41 (assumed to be Fig 59)	As mentioned above the hub should be moved further east away from the burial ground.	Update the relevant figs to relocate the hub to the east adjacent to the cluster of four buildings.
9.29	KCC requests that a comprehensive set of sketches of the development from different viewpoints outside the development are	See 9.6 above	See 9.6 above

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	prepared. This would be required before any comment on the heights of buildings could be made. We would also like some indication of how the intended heights of buildings on the OP63 site relate to the buildings in Phase 3.		
9.30	KCC does not accept that there is a need for a focal point. Fig 54 demonstrates that the whole of the western boundary is visible from the AWPR and the whole of the southern boundary is visible from the A944. Effort is required to ensure the buildings fit into the rural landscape.	Agreed that the buildings should be integrated into the landscape. The use of focal points is appropriate as it can end streets and provide termination to views. Focal point does not mean high or dominating it means it is a key building within this site.	No action or amendment required.
9.31	KCC would like the additional information outlined above to be provided separately to allow KCC an opportunity to make comment. The above concerns made by KCC on behalf of the community must be incorporated in the text of a revised version of the Framework. The revised document should be an agreement by Drum Group, the community and ACC on the form of a suitable development for the site. Further work is required prior to approval by ACC. It is more important to get it right, and agreed than to rush the approval of this version of the Framework for OP63 through the planning system.	The proposed changes in this appendix will be included in the Draft Development Framework prior to it going back out to consultation as part of the adoption process for the Local Development Plan. This will afford another opportunity to comment on the document.	No action or amendment required.
10.	Waste and Recycling Service		
10.1	Bin stores will be required for each property; this is a commercial development and therefore will receive business waste	Noted: The information on bin storage and collection along with legal requirements information will be forwarded onto the	Forward comments onto design team.

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	collection. Commercial waste bins cannot be stored on the street any day of the week as per Council Policy 2009 (Obstructions-Commercial Waste Bins).	design team.	
10.2	The Waste (Scotland) 2012 requires that all businesses from 1st January 2014 are required to separate paper, cardboard, glass, plastic and metals for recycling. Some businesses will additionally be required to separate their food waste (where food waste >5kg per week).	Noted: a paragraph should be added to the Development Framework to highlight that the relevant provision and facilities will be provided onsite in the appropriate location.	Add para to 6.10 to highlight that the relevant facilities will be provided onsite in the appropriate location.
10.3	General tips for site and hopefully the chosen waste collection contractor will detail this but for access, the following is needed: <ul style="list-style-type: none"> ○ An area of hard standing at storage and collections point(s) ○ Dropped kerb at proposed bin collection point ○ Yellow lines in front of bin collection point ○ Bin storage areas to ideally be provided with a gulley and wash down facility for the interest of hygiene. 	Noted: a paragraph should be added to the Development Framework to highlight that the relevant provision and facilities will be provided onsite in the appropriate location.	Add para to 6.10 to highlight that the relevant facilities will be provided onsite in the appropriate location.
11.	Environmental Policy		
11.1	Whilst it is agreed that well designed SUDS basins and drainage swales can provide additional wildlife habitats the construction of such features must remain out with the root protection areas of existing trees.	Text should be added to confirm that SUDs basins will be outwith the root protection zone of existing trees.	Page 48, Para 3 add text to confirm that SUDs basins will be outwith the root protection zone of existing trees.
11.2	Accept that the stand-off distance is quoted as	10 metres is an absolute minimum standoff	Add text to 33 to state that

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	<p>a 'minimum' it should be noted by the developer that a greater distance is likely to be required to ensure long-term retention. It is essential that factors relating to the future pressures for removal post development are considered.</p>	<p>distance from the trees. There are areas proposed where this will be greater such as in fig 47.</p> <p>Further assessments will be required to determine the distances as part of the application process but it is expected that this will not be a solid line but more informal in nature.</p>	<p>that it is highly likely that the standoff distances from the ancient woodland will be greater than 10m.</p>
11.3	<p>Given the scale, location and type of development, there needs to be an explicit commitment in the framework to a landscape and visual analysis of the site and surroundings to inform the layout and design of the proposal.</p> <p>Section 5.12 is very limited and would need a fuller assessment. It also needs to acknowledge that the design of the development will need to ensure that any cumulative effects with the AWPR are considered.</p> <p>Consideration also needs to be given to how the development sits in relation to the skyline. The approach to building heights a needs to be informed by a landscape visual assessment.</p> <p>The statement on page 44 - that' the highest part of the site could be one of the most visually prominent when viewed from the south</p>	See 9.6 above	see 9.6 above

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	making it the most logical position for statement buildings' is also of concern.		
11.4	<p>Stand-off distances need to be defined by the tree heights as well as root systems. Whilst it is OK to suggest indicative buffer widths it is important that the document clarifies that 10m would be the absolute minimum and it is expected to be greater than this to achieve biodiversity and tree protection objectives, and that this will be informed by a detailed assessment of the woodland and its constituent trees.</p> <p>While it is good that additional tree belts are proposed the priority should be to provide sufficient space for the existing woodland.</p>	<p>A detailed tree survey should inform the siting and design of the buildings.</p> <p>10 m buffer is the minimum and distances are likely to increase from this.</p> <p>From a visual point of view the additional tree belts are welcomed and the extent should be determined through a landscape plan.</p>	Add text to 33 to state that that it is highly likely that the standoff distances from the ancient woodland will be greater than 10m.
11.5	P33 Third para – several typos/grammar errors, and should not refer to Fig 47 as SUDS pond no longer shown here.	Noted spelling and grammar errors should be checked and plans need to be checked for consistency.	No action or amendment required.
11.6	Figures 58, 60, 65 and 66 do not allow for the indicative buffer zones for the woodland shown earlier in the document.	Comments noted the figures should be adjusted accordingly.	Update figures 58, 60, 65 and 66 to include the woodland buffer identified on fig 47.
11.7	Figure 68 – the SuDS basin is shown too close to the ancient woodland .	The SuDs basin should be moved slightly further away from the woodland in fig 68	Fig 68 - Relocate the SuDs basin slightly further away from the Ancient woodland.
11.8	No mention of solar panels or any renewables, this is a shortcoming.	The image of the solar panels is misleading and should be removed if no solar panels are being proposed.	Text in relation to the provision of renewables should be provided on

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			<p>page 51.</p> <p>Delete fig 71 if solar panels are not to be provided</p>
12.	Local Development Plan		
12.1	Inaccuracies in some dates, i.e SDP was approved 2014 not 2013.	Agreed	Update Framework accordingly.
12.2	A number of typos are present.	Breakdown of typos available to forward onto developer, document should be carefully read and typos amended accordingly.	Update Framework accordingly.
12.3	Section 6.13, Cumulative Transport Infrastructure, makes reference to the Strategic Transport Fund. A legal challenge was lodged at the Court of Session (Inner House) by the Elsie Development Company Ltd and Goodgrun Ltd, against the adoption by the Aberdeen City and Shire Strategic Development Planning Authority (SDPA) of Supplementary Guidance: Strategic Transport Fund (STF). The Inner House issued its decision on 29 April 2016 which allowed the appeal. The SDPA has sought leave to appeal and awaits the outcome of this process.	Agreed	<p>Update para 6.13 Cumulative Transport Infrastructure to read:</p> <p>“Proposals shall comply with Local Development Plan Policy and any other relevant guidance/policy. The impact of the development on the strategic transport network will need to be assessed as applications for planning permission for this site proceed. Applicants must work with the Council as the Roads and Transport Authority to assess and demonstrate</p>

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			how any such impact on the strategic network will be addressed and mitigated.”

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Dear Laura,

Thanks for your email.

We do not have any comments to make, as the application of the relevant Local Development Plan policies should safeguard the natural heritage interests in this location.

Best wishes,
Isla

Isla Martin
SNH
Inverdee House
Baxter Street
Aberdeen
AB11 9QA
[REDACTED]

From: Cowe, Ian [mailto:ian.cowe@fcscotland.gov.uk]
Sent: 31 May 2016 12:21
To: PI
Subject: OP63 Prime 4 - FCS Consultation Response

Dear Sir/Madam

Draft OP63 Site, Prime Four Business Park Development Framework

The development site abuts Ancient Woodland of Long Established Plantation Origin (West Hatton Wood), this woodland site is known to have been woodland for more than 140 years. It shows in the Native Woodland Survey of Scotland as existing as predominately native tree species and has been assessed as being 100% semi-natural in nature.

This woodland is a priority habitat as identified in the UK Biodiversity Action Plan.

The Scottish Government's Policy on the Control of Woodland Removal defines this type of woodland as having a strong presumption against removal.

Forestry Commission Scotland welcomes the sensitive proposals outlined in relation to this woodland, including the development buffer around the woodland and the newly proposed connected hedgerows. I recommend these are planted with locally relevant native species.

Regards
 Ian

Ian Cowe - Development Officer
 Forestry Commission Scotland – Grampian Conservancy
 Portsoy Road
 Huntly
 AB54 4SJ

Tel: [REDACTED]
 Mobile: [REDACTED]
 VoIP: 6169

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From: Neil Taylor
Sent: 21 June 2016 11:26
To: PI
Subject: OP63 Prime 4

Hi there

The plans for the site I think are acceptable within the site context.

However my main concern is overdevelopment of the A944 corridor if Phase4, Phase 5 and the New Aberdeen Football Stadium are approved on the opposite side of the AWPR.

Houses in the near area will suddenly be in the middle of a transport/business/stadium development that is most definitely not rural as when purchased.

Thanks

Neil

Our ref: PCS/146934
Your ref: OP63 Prime 4
If telephoning ask for:
Clare Pritchett

23 June 2016

Laura Robertson
Aberdeen City Council
Planning & Sustainable Development
Business Hub 4
Marischal College
Aberdeen
AB10 1AB

By email only to: pi@aberdeencity.gov.uk

Dear Ms Robertson

**Town and Country Planning (Scotland) Acts
Draft OP63 Site, Prime Four Business Park Development Framework
Phase 4, Prime Four Business Park**

Thank you for your consultation email of 19 May 2016.

We have reviewed the Site OP63 Prime Four Business Park Framework prepared by Halliday Fraser Munro on behalf of Drum Property Group and have the following comments.

Advice for the planning authority

1. Flood Risk

- 1.1 The application site is completely outwith the medium likelihood (0.5% annual probability or 1 in 200 year) flood extent of the SEPA Flood Map. In addition it would appear that there are no watercourses running through the site or along its boundaries. SEPA Flood Risk hold no records of any past flooding at the site. Therefore in terms of our interests we do not require an assessment of flood risk for this site.

2. Surface Water Drainage

- 2.1 We **request** that confirmation is provided that the SUDS proposals have been designed in accordance with the CIRIA SUDS manual C753 www.susdrain.org/resources/SuDS_Manual.html. We note that Phase 1 contains a SUDS pond and we **request** that it is clarified why these cannot be provided in Phase 2.



Chairman
Bob Downes
Chief Executive
Terry A'Hearn

SEPA Aberdeen Office
Inverdee House, Baxter Street
Torry, Aberdeen AB11 9QA
tel 01224 266600 fax 01224 896657
www.sepa.org.uk • customer enquiries 03000 99 66 99

3. Peat Management

- 3.1 We note that peat was found on site in the development of Phase 1. We request that a statement is provided on the actions that will be taken for peat management, including its re-use, if peat is identified in Phase 2.

If you have any queries relating to this letter, please contact me by telephone on 01224 266609 or e-mail at planning.aberdeen@sepa.org.uk.

Yours sincerely

Clare Pritchett
Senior Planning Officer
Planning Service

Disclaimer

This advice is given without prejudice to any decision made on elements of the proposal regulated by us, as such a decision may take into account factors not considered at the planning stage. We prefer all the technical information required for any SEPA consents to be submitted at the same time as the planning application. However, we consider it to be at the applicant's commercial risk if any significant changes required during the regulatory stage necessitate a further planning application and/or neighbour notification or advertising. We have relied on the accuracy and completeness of the information supplied to us in providing the above advice and can take no responsibility for incorrect data or interpretation, or omissions, in such information. If we have not referred to a particular issue in our response, it should not be assumed that there is no impact associated with that issue. If you did not specifically request advice on flood risk, then advice will not have been provided on this issue. Further information on our consultation arrangements generally can be found in [How and when to consult SEPA](#), and on flood risk specifically in the [SEPA-Planning Authority Protocol](#).



HISTORIC
ENVIRONMENT
SCOTLAND

ÀRAINNEACHD
EACHDRAIDHEIL
ALBA

Ms Laura Robertson
Enterprise, Planning and Infrastructure
Aberdeen City Council
Business Hub 4
Marischal College
Broad Street
ABERDEEN
AB10 1AB

Longmore House
Salisbury Place
Edinburgh
EH9 1SH

Direct Line: [REDACTED]
Switchboard: 0131 668 8600

Our ref: LDP/A/2
Our Case ID: 201600938
Your ref: E:OP63PRIME4
01 July 2016

Dear Ms Robertson

Aberdeen City Council - Draft OP63 Site, Prime Four Business Park Development Framework Consultation
Statutory Designation: Kingswells, consumption dykes 415m N and 685m NNE of Home Farm
Designation Reference: SM108

Thank you for your letter of 19 May 2016 seeking our comments on the draft Development Framework for the OP63 site at Kingswells. The following comments are based on our statutory historic environment interests. That is scheduled monuments and their setting, category A listed buildings and their setting and gardens and designed landscapes and battlefields in their respective Inventories. We would advise you also seek comments from Aberdeen City Council's Conservation and Archaeology Services who will also be able to advise on the potential for significant impacts on the historic environment and of potential impacts and mitigation for any sites of regional and local importance.

We welcome the consideration given to the historic environment within the development framework. In terms of our statutory interests our comments here relate to the scheduled monument *Kingswells, consumption dykes 415m N and 685m NNE of Home Farm (Index no.108)*. We note that the development framework considers that the proposed works within the OP63 site are unlikely to affect the setting of the consumption dyke as the ancient woodland between the two sites is to be retained. We are content to agree with this conclusion and therefore have no further comments to offer.

Should you wish to discuss any issues raised in this response please do not hesitate to contact me on the above details.

Yours sincerely

[REDACTED]

Andrew Stevenson
Senior Heritage Management Officer (SEA)

Nigel Dower,
Clerk, North of Scotland Quaker Trust,

OP63 Prime 4
Ms Laura Robertson,
Masterplanning, Design and Conservation team,
Enterprise planning and infrastructure,
Aberdeen City council,
Business hub 4, Ground floor North, Marischal College,
Broad Street,
Aberdeen, AB10 1AB

3 July 2016

Dear Laura Robertson,

Developments surrounding the Kingswells Quaker Burial ground – OP63

Thank you for meeting us on Thursday 23rd June to go over various points. This is appreciated.

We write to you as the Custodians of the Kingswells burial ground and have read, with interest, the development plan for the area surrounding our burial ground. Following our meeting on 23rd, we realise that many of our questions and points are really for the developer to answer and would appreciate your reinforcing this where you think is appropriate. Second, you have answered some of the queries in our earlier communication with you so the points below have been modified accordingly.

I should also add that we appreciate that the plans do take seriously the preservation of the burial ground and show respect for its religious and historical significance. Whilst we are not opposed in principle, we do have a number of concerns over how the development may impact on the sanctity and security of the burial ground.

Our main concerns are:

1. 20 m Buffer Zone

It would appear from the brochure that our burial ground will 'benefit' from a protection zone of some 20 metres. But it is also clear that the site will be bordered on at least two sides by peripheral roads, which may in the future become a significant entry point for the site as a whole. We have concerns that the developer states it may be necessary to remove and replace some parts of the boundary wall of the burial ground. This would also involve removing some of the trees growing around the burial ground. However, when we met, you reassured us that this concern is unfounded.

We would welcome clarification of what will be included within the buffer zone e.g. is it just open space or trees or paths? We would also question whether it is wide enough in order to protect the sanctity and ambiance of the burial ground, particularly if nearby buildings are tall. We appreciate that the buffer zone would not in any case be a neat rectangle, and suggest that 30 m might be more appropriate at some points, with a minimum of 20 m.

2. Future Maintenance and Insurance

We are concerned about the future sanctity and security of the site as we wish to preserve the memory of those buried there and the spirit of the Society of Friends honoured by the presence of the site. We are currently responsible for the periodic maintenance and upkeep of the trees and surrounding walls of the site. We are concerned that with the potentially increased pedestrian traffic around and onto the site during construction and once the project is completed and occupied, that the requirement for such maintenance will be considerably increased. We would be grateful if you could make it clear to the developer and future managers for the Business Park that the costs of such an increased maintenance and possible insurance burden will be borne by them.

3. Interpretive Information and Seating

It is suggested that on completion of the development, a 'display board' would be erected adjacent to the burial ground. Clearly, as Custodians of the site, we request to be involved in the design and content of such an information board and seating. We would be grateful if you could request that the developers contact us at the appropriate time to discuss this.

4. Options for a road around the site

We have some concerns about the possible roads around the site. Options are shown to the north or south. It is difficult to judge this without being on site and without knowing more about the size and location buildings adjacent, which will be the least intrusive. It also depends what is built on the land to the south, though you indicated that there is no longer a stepped building planned to the south west. The road to the south may be preferable if it is sunken as it would result in the site being more open. A road around the north side may be more intrusive unless it is located further back from the burial ground and with more screening. However we do not feel we can indicate a final preference until we have more information.

5. Link Road through to A944 (p38)

This would almost certainly increase the level of traffic flows past the burial ground and would be of some concern. If another access onto the A944 is to be permitted or welcomed, what is its likely impact to be?

6. Western Hub with Eatery and access to the Burial Ground

This is a very sketchy proposal at this stage but could be a major concern regarding impact on the burial ground. There is of course the possibility that food would be taken out from an outlet that is very close to the burial ground and taken into the burial ground, especially if this were to be or include a fast food facility; likewise if another fast food outlet were situated in the vicinity within walking distance. Whilst we are not of course against members of the public having access to the burial ground, there is a very real danger that, if such food is taken into the burial ground, there would be litter left, the place used in a noisy way inappropriate to such a site, or otherwise not treated with respect. We would therefore be very concerned and unhappy with any proposal to include a fast food take away in the proximity of the burial ground.

More generally, in terms of access to the Burial Ground either from the eatery or from other nearby buildings, would we have a say on whether we want to encourage people to go to the burial ground? e.g. whether there might be benches outside it, or whether the access to it was on a side that would encourage people to go in or not.

7. Proposal for larger and taller buildings around the burial ground in order to create a visual marker or statement (p42)

We are concerned about the likelihood that such building would dominate and overshadow the burial ground. We suggest that the massing of the buildings should be carefully considered for their impact on the burial ground and that they should be stepped and set back within their sites, and the buffer zone increased in width. We trust that the formal buffer zone does not come up abruptly with a building but that further space such as car parks will be between the buffer zone and the building.

8. Status of the Masterplan document

We are pleased to note that this is not the last chance for us to make comments on this development and that when from September onwards more detailed proposals are made about buildings and roads near to the burial ground, we will have a further chance to comment, and at later stages.

With best wishes

Yours sincerely,

Nigel Dower,



Aberdeen Cycle Forum Response to OP63/Prime Four Phase Four

The Aberdeen Cycle Forum is committed to seeing safe, cohesive, and efficient cycle links from Aberdeen, Westhill, and elsewhere to the Prime Four site. Currently, there are some excellent examples of good cycle infrastructure at Prime Four, however, there are other examples of deliberate flouting of the national transport hierarchy as well as infrastructure that is dangerous and potentially deadly. We have been very vocal about the need for these links from the beginning of the development. We have spoken with employees of Prime Four individually as well as business corporately. At both levels, there is a desire to access the site using sustainable transport. While the Westhill Cycle Path (WCP) is heavily used for cycle commuting, it is also used for recreation. While many users are accessing the Prime Four site, others are trying to bypass the site either cycling to Aberdeen or Westhill. The current infrastructure follows Cycling by Design where it is convenient, but opts to ignore guidance where this may prove inconvenient to motorists. We petitioned formally regarding the narrow section of path to the west of the main development entrance on the A944 to the city council. The council's response was that perhaps mitigation could be achieved at the next stage of development. We are at that next stage.

Within the OP63 site, internal links appear adequate, but we await further clarification of cycle infrastructure. The documentation does indicate that access to this site, as to previous phases, is along the A944. There is also, potentially, a path through the site as well. Again, clarification would be needed to be certain that this could be an alternate route for users continuing their journey and not stopping at Prime Four. We again point out that the WCP, west of the main entrance on the A944, is inadequate. It is dangerous. It is sub-standard design. It is particularly problematic as it not only for cycling but for walking also. The OP63 site puts forward this section as part of its cycle links.

The documentation indicates that the development is still highly sought after and likely to have a steady uptake of occupation in the planned buildings. The WCP will only increase in traffic if this is the case. Other developments in close proximity are also liable to increase the traffic. As mentioned above, many cycle commuters or recreation cyclists will be using the Path while not needing to access Prime Four. If an alternate route is planned through the development instead of upgrading the Path, access would need to be efficient/direct and very clearly marked.

We are glad that the necessity for cycle infrastructure at Prime Four has already been identified and that it is intended to link with existing infrastructure. However, greater care is needed than has been demonstrated at early phases.

Specific concerns:

Section 3.2 – the need for a cycle connections within the development and to the Park and Ride is highlighted, but does not mention anything about the ongoing problems with the interaction with the Westhill Cycle Path. If new portions of Prime Four are to connect to everything mentioned in the document, upgrading the WCP or rerouting will be necessary.

Section 3.3 - 'Links to the wider path and cycle network have been provided at the main access on the A944 and via the pedestrianised route to the north of the Park and Ride. A solution to 'ensure no barrier or significant detour is created' to the cycle network by 'the provision of a priority crossing point, or raised / colour surfacing for the cycle route as it crosses the access road' could not be identified that satisfactorily complied with the roads technical requirements. Therefore, a full pedestrianised crossing was formed.' With respect, all solutions were not attempted.

Section 5.10 - 'The Aberdeen/Westhill cycle route travels along the southern boundary of Prime Four. Access to the cycle route has been provided via the main access point on the at the A944 junction. There is potential for improvements to be made to this route, these will be considered in more detail through future Transport Assessments.' Future assessments will be welcome, but the need for a plan for a cohesive, attractive cycle route past and through the development cannot be an afterthought. The connections for active transport should follow the national hierarchy. Thus, the links for pedestrians and cyclists to the site should take priority over those for motorised vehicles, particularly single-occupancy vehicles.

Laura Robertson

From: PI
Sent: 04 July 2016 11:24
To: Laura Robertson
Subject: FW: ACC/LDP/02 - Draft OP63 Site - Prime Four Business Park Development Framework - Statutory Consultation - Transport Scotland Response

From: [REDACTED] [mailto:[REDACTED]]
Sent: 04 July 2016 11:19
To: PI
Cc: [REDACTED]; [REDACTED]; [REDACTED]
Subject: ACC/LDP/02 - Draft OP63 Site - Prime Four Business Park Development Framework - Statutory Consultation - Transport Scotland Response

Transport Scotland has reviewed the Prime 4 Business Park Framework document and provides the following comments for consideration.

Development Phasing

The Framework indicates that the new allocation of land at Phase 4 (OP63 in the LDP) will be the next phase to be brought forward. The Framework also indicates that Phase 5 (OP40 allocation, renamed OP29 in the LDP) will be the final phase to be developed. However, we are aware of discussions regarding the creation of a new access from the A944 to serve Phase 5 which would appear to add some uncertainty around the intended order of phasing. The Framework does not set out the rationale for a new access from the A944. These discussions would therefore appear to be going against the principles of the Framework and risk disregarding appropriate appraisal and planning process.

Potential Impacts

Irrespective of the issues associated with the location and form of any new access on the A944, Transport Scotland's primary consideration will be the impacts which further development in the area would have on the operation of the strategic transport network, specifically at the AWPR/A944 Kingswells junction. Transport Scotland consider that a cumulative assessment which considers both Phase 4 and Phase 5 is required to inform consideration of further development on the site. This assessment should determine the potential impacts on the trunk road network and consider deliverable mitigation measures where appropriate.

Internal Connectivity

The Framework appears to illustrate contrasting internal access arrangements. Section 1 details the current circulation strategy delivered within the site in Figure 5 (page 8) including a 'potential vehicle route' into Phase 4 and an 'indicative vehicle route' into Phase 5 from Phases 1, 2 and 3. Conversely, Figure 9 on page 12 outlines the 'Updated Framework' which shows the current status of development at Prime 4. This Figure shows a 'proposed building' where the road/cycle and pedestrian links were previously located linking Phases 1, 2 and 3 with Phase 5. On this figure, Phase 5 appears to be a standalone development with a potential indicative access from the A944. This position is reinforced in Section 2 of the Framework on Figures 54, 56 and 66 which detail an indicative internal road layout within Phase 4 linking into Phase 5 at a later date. It would therefore, appear that the Framework has altered the potential internal access arrangements with Phase 5 only linking into Phase 4 subsequent to Phase 4 being built out. However, there is, as outlined in Figure 5, sufficient space and land to connect Phase 5 with

Phases 1, 2 and 3 as well as with Phase 4. This could improve internal connectivity and may negate the need for an additional access point with the A944, however this would be for Aberdeen City Council to discuss with the developer.

We would encourage further engagement and discussion on the above matters to inform progression of the Framework and potential development opportunities.

Kind Regards,

David Torrance
Major Transport Infrastructure Projects
Technical Analysis Branch



Transport Scotland
Buchanan House, 58 Port Dundas Road
Glasgow, G4 0HF

Transport Scotland, the national transport agency
Còmhdaill Alba, buidheann nàiseanta na còmhdaill

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Tha am post-d seo (agus faidhle neo ceanglan còmhla ris) dhan neach neo luchd-ainmichte a-mhàin. Chan eil e ceadachd a chleachdadh ann an dòigh sam bith, a' toirt a-steach còraichean, foillseachadh neo sgaoileadh, gun chead. Ma 's e is gun d'fhuair sibh seo le gun fhiosd', bu choir cur às dhan phost-d agus lethbhreac sam bith air an t-siostam agaibh, leig fios chun neach a sgaoil am post-d gun dàil.

Dh'fhaodadh gum bi teachdaireachd sam bith bho Riaghaltas na h-Alba air a chlàradh neo air a sgrùdadh airson dearbhadh gu bheil an siostam ag obair gu h-èifeachdach neo airson adhbhar laghail eile. Dh'fhaodadh nach eil beachdan anns a' phost-d seo co-ionann ri beachdan Riaghaltas na h-Alba.

Introduction

Kingswells Community Council (KCC) makes the following comments on the Draft Framework Document for the OP63 site within the Prime Four Business Park.

This response is written before the Local Development Plan (LDP) has been approved and whilst the OP63 site is under review by the Reporter. As such the response is written with the following assumptions:

- the Reporter approves the OP63 site for development in the LDP
- the Reporter does not ask for any changes to the wording of the LDP.

If any of the above assumptions prove to be invalid then KCC reserves the right to make additional comments.

The official view of Kingswells Community Council is that the OP63 site is not suitable for this type of development and if there is a need for additional office space then a more suitable site should be found within the Aberdeen City strategic growth area.

The need for this expansion is questionable considering the recent request by the Drum Group for the change of use for the original Phase 4 (now referred to as Phase 5) of the Prime Four site to retail, food and drink and other uses other those that identified in the LDP.

KCC considers the timing of the issue of this document before the approval of the LDP and indeed during the review by the Reporter as a manipulation of the planning system. This view is further justified by the request for the change of use described above. The original Phase 4 area is low-lying and more suitable for the tall buildings proposed than the hilltop development proposed for OP63.

For ease of reference the section headings in this document refer to those used in the Framework document.

Communication and Engagement

Section 4.1

The document suggests that there has been a lack of community engagement . KCC has been fully engaged throughout the life cycle of the Prime Four Development and has adopted a philosophy to only identify issues that make a real difference to the community and to let ACC planners act as guardians to ensure the other technical issues are handled in an appropriate manner. KCC concentrated on the integration of the development into the rural setting of Kingswells and assumed that Drum Group would deal with the internal workings of the development.

The lack of comment should not be construed as lack of interest. The comments made by KCC on behalf of the community should be given even more credence as we have already removed any minor comments. All our comments are significant concerns and they should not be dismissed.

Protection of Heritage and Features

KCC does not accept that the introduction of the AWPR gives Drum Group the right to destroy the landscape setting of the area. The AWPR will merge into the landscape and will, in time, have less impact. The proposal to have significant buildings and skyline development will change the landscape forever, and this type of development should not be allowed in the Framework. The original agreement with the community to minimise the visual impact of the development from the surrounding area should be respected.

Impact on Landscape

See above comments.

KCC do not agree that the first phases of the development have been located sensitively within the landscape and more effort is required to minimise the impact on the landscape. Despite promises made by Drum Group that “the development would not be seen from anywhere”, the development is highly visible from a significant distance from the site. Tighter control is required going forward and no development should be allowed above the tops of existing trees, including those in West Hatton Woods, and any reference to prominent development should be removed from the Framework document.

Section 5.1 The Site

Note: timings for walking from Kingswells are extremely optimistic, and are likely to be measured from the Kingswells boundary. A further 15 minutes should be added for travel from the village centre and 30 to 45 minutes should be added for travel from the Derbeth / Concraig Area.

Section 5.5 Surrounding Context

The woodland to the north and east of the site can only offer screening if the buildings within the site do not breach the tops of trees and lighting does not penetrate the deciduous tree line in winter.

Section 5.6 Ecology

We accept the summary information about the ecology of the site. We have previously stated our concerns about the encirclement by buildings of the Local Nature Conservation Site at West Hatton Woods. Increased shading by high buildings during daytime and light pollution at night are bound to have an adverse impact on biodiversity in the woods and reduce their value as a corridor for wildlife. Any development on OP63 should include a commitment by Drum Group to manage the woodland sensitively in order to sustain and broaden their biodiversity. Access paths through the woodland should not be part of any plans going forward.

Section 5.7 Heritage and Archaeology

KCC does not accept that the proposed development “will not affect the setting of the consumption dyke in any way”. The only way to ensure this happens is to extend the “no build” zone introduced in the original Masterplan westward into the OP63 site. KCC insists that the “no build” zone that extends for 120m on both sides of the consumption dyke should be extended westwards (see the blue area shown in Figure 1). Within this zone there should be no development above the tree tops, and development should be set back and aligned to eliminate light pollution through the trees in winter when leaf cover will be reduced. The level of the tree tops varies, and 'no development above tree tops' should be interpreted literally, an no part of any building should be visible when viewed from the north and east of the development.



Fig 1: Proposed Exclusion Zone

Section 5.11 Landscape

KCC agrees that the landscape has been changed by the Prime Four development and that it will be changed by the AWPR, but neither of these facts give future development the right to destroy the landscape. Every effort needs to be taken to minimise the impact of the development on the local area.

KCC also agree that lighting on the night sky needs to be considered not only as part of future planning applications, but the existing level of lighting permitted needs to be reassessed and reduced.

The Framework document makes claims about how great the development is, and the development when viewed from within the site is a fine example of a business park. However, the impact on the landscape is much more than agreed with the community, and efforts need to be made to redress the situation. (Note: height of trees in ancient woodland quoted as 15-20m.)

Section 6.2 Key Objectives

The following quotes cause KCC some concern.

"The proposed landscape strategy will be informed by existing natural features. Buildings, street patterns, spaces, skylines, building forms and materials are to enhance the sense of identity and carry on the high standard already delivered in Phases 1-3."

"The proposals will create the opportunity for a landmark development signalling a gateway to the city at the AWPR junction and promote visually stimulating architecture when viewed in passing."

KCC are concerned that if the landscape strategy adopted in phases 1-3 is continued then the sense of identity of the Kingswells Community will be lost forever. The strategy seems to be to make the buildings in the business park as prominent as possible. This is good for the business park but it destroys the setting of the village which is low profile and is essentially hidden in a low lying area with effective screening.

The Community Council has worked with Drum Group to try to make the development as good as it can be, and to make it acceptable to the community. We made few demands: maintain the setting of the consumption dyke and arrange the buildings to make them as inconspicuous as possible when viewed from the north. We were promised that the buildings would be concealed by the existing mature trees.

The reality of phase 1-3 is that the tree cover was removed along the A944, and the tallest buildings were built on the highest points of the site. The best views of the consumption dyke have been screened by feature landscaping (mounds) and will be further concealed in the future by the new tree planting.

The sense of identity of the village is important to the residents and their wishes appear to be being ignored by the developer and ACC's Planning Department. We ask that the views from the north and the east are preserved. They do not need to be enhanced by further landscaping or screen planting. They cannot be enhanced by any more views of the buildings within the proposed development.

The setting of the consumption dyke is important to the residents and it should be important to Drum Group and ACC. Some redesign of the eastern boundary of the northern park is required to reinstate the once magnificent views of the consumption dyke. This can be done by some regrading work to reopen the views of the dyke from the C89 travelling north and relocating some newly planted trees. The natural backdrop to the dyke when looking west is the ancient woodland. This should not be destroyed by the introduction of buildings appearing above the tree tops or by light pollution through the trees in winter time when the leaf cover will be removed.

We ask that the height and layout of the buildings closest to the ancient woodland address the concerns outlined above. Any landmark buildings should be viewed from the west / AWPR. Phase 4 (now called Phase 5) has the lowest contours and is most suitable for the tallest buildings. The design of any future phases must ensure the existing tree cover screen the site. Having buildings appear over the tree tops destroys the natural setting. The architectural beauty of the buildings can be best appreciated from *within* the development site.

The whole site will be a landmark, and there is no need for any especially tall buildings to highlight the development when viewed from a car travelling at 70mph.

KCC request that the wording of the Framework incorporates the views of KCC and the community.

Section 6.3 Response to the Historic Environment

KCC appreciate that Drum Group has stated that there will be no impact on the setting of the consumption dyke from the development, but these statements need to be backed up by also including the mitigating measures required to ensure that this is achieved in practice. The consumption dyke should be included in this section. Mitigation should include height restrictions to ensure plant rooms are below the tree tops, and buildings are well set back to reduce light penetration through the trees.

The height of trees is not quoted consistently in the document. 15-20m is quoted and so to is 20-25m. In reality the height of trees varies across the site, and the actual heights should be used when designing specific buildings.

Friends Burial Ground

KCC would like the following modification:

“Any building within close proximity to the 20m buffer zone will require to take cognisance of its setting through the use of sensitive design and materials.”

should be changed to:

“Any building within close proximity to the 20m buffer zone will require to take cognisance of its setting through material selection and the use of sensitive design including building height and by increasing the effect of the buffer zone using car park layout.”

The image in Fig 47 appears to be satisfactory, but the presence of a dominating building in the immediate vicinity of the photo would change this opinion.

KCC would favour a road layout that passed in low profile to the north of the Friends Burial Ground, but reserve the right to comment on this at the application stage.

Ancient Woodland

KCC is concerned that a 10m buffer may not be sufficient when considering future maintenance that may require felling of some trees 24m high. The design should include a 10m buffer to the car parking area, and this would avoid buildings creating dark spots which cast shadow on the nearby woodland. The buffer zone between any building and the adjacent trees should be at least the height of the adjacent trees.

KCC welcomes the creation of settings similar to that shown in Fig 51.

Section 6.4 Landscape

The content of this section is largely satisfactory, particularly in relation to dyke preservation/creation, native planting and design of the SUDS area. The long-term viability of the “birch grove” planting needs to be checked – birch as a species has variable success in the local area. Any felling/pruning of existing trees should be kept to an absolute minimum, especially with any less common species such as wych elm. As already mentioned, any buildings near to the Friends’ Burial Ground should be low-profile and sensitively positioned. This is not the right location for a high-profile “hub” building.

Section 6.5 Connectivity & Circulation

Vehicles

A landmark building, if sensitively designed to fit the rural setting, could be made prominent when viewed from *within* the development and possibly when viewed from the AWPR. However, KCC would like views from the AWPR and A944 and any other affected location to be included in this Framework document. We reserve the right to make comment on the additional information. The best location for a landmark building would be the lower part of the site.

Parking

KCC requests that any decked areas of parking should incorporate screening using landscaped features. The wording could be changed from:

Where topography allows, decked structures should be investigated to minimise the surface area of parking, if these can be provided without prejudicing the key principles above (fig. 58).

to:

Where topography allows, decked structures incorporating landscaped screening should be investigated to minimise the surface area of parking, if these can be provided without prejudicing the key principles above (fig. 58).

Section 6.6 Buildings

KCC would like clarification on what the intention is for the area to the west and south of the Friends' Burial Ground. Fig 61 suggests the area will be used for 3-4 storey stepped buildings whereas Figs 39, 58 and 60 do not show any buildings.

KCC is concerned about the impact the prominent building in the Hub will have on the setting of the Friends' Burial Ground. The location of the Hub on Fig 54 and 56 is different to Fig 53 on P41 (assumed to be Fig 59)

KCC requests that a comprehensive set of sketches of the development from different viewpoints outside the development are prepared. This would be required before any comment on the heights of buildings could be made. We would also like some indication of how the intended heights of buildings on the OP63 site relate to the buildings in Phase 3.

KCC does not accept that there is a need for a focal point. Fig 54 demonstrates that the whole of the western boundary is visible from the AWPR and the whole of the southern boundary is visible from the A944. The whole of the south eastern corner of the site and views from the north are already very prominent. Building on the exposed southern edge of the development will be very prominent and there is no need for any especially tall buildings to highlight the site and make it any more visible than it will be. Effort is required to ensure the buildings fit into the rural landscape. The existence of the AWPR does not relieve Drum Group of any responsibility to ensure the development fits in with the existing setting. The AWPR will mellow with time, whereas this is not the case with over dominating buildings built on high ground.

Conclusion

KCC would like the additional information outlined above to be provided separately to allow KCC an opportunity to make comment. The above concerns made by KCC on behalf of the community must be incorporated in the text of a revised version of the Framework. The revised document should be an agreement by Drum Group, the community and ACC on the form of a suitable development for the site. Further work is required prior to approval by ACC. It is more important to get it right, and agreed than to rush the approval of this version of the Framework for OP63 through the planning system.

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Equality and Human Right Impact Assessment: The Form



Aberdeen City Council

EHRIA

Please use this form to any new or revised **policy, strategy, plan, procedure, report or business case – referred to as “proposal”**.

If No impact assessment is required, please complete section 7&8 of the form providing the evidence to support your decision.

1: Equality and Human Rights Impact Assessment- Essential Information											
Name of Proposal: Site OP63 Prime Four Business Park Development Framework	Date of Assessment: 21 June 2016										
Service: Planning and Sustainable Development	Directorate: Communities, Housing and Infrastructure										
Committee Name or delegated power reference Communities, Housing and Infrastructure	Date of Committee (Where appropriate): 25 August 2016										
Who does this proposal affect? Please Tick ✓	<table> <tr> <td>Employees</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Job Applicants</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Service Users</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Members of the Public</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Other (List below)</td> <td><input type="checkbox"/></td> </tr> </table>	Employees	<input type="checkbox"/>	Job Applicants	<input type="checkbox"/>	Service Users	<input checked="" type="checkbox"/>	Members of the Public	<input checked="" type="checkbox"/>	Other (List below)	<input type="checkbox"/>
Employees	<input type="checkbox"/>										
Job Applicants	<input type="checkbox"/>										
Service Users	<input checked="" type="checkbox"/>										
Members of the Public	<input checked="" type="checkbox"/>										
Other (List below)	<input type="checkbox"/>										
2: Equality and Human Rights Impact Assessment- Pre-screening											
If No impact assessment is required, please complete section 7&8 of the form providing the evidence to support this decision											

3: Equality and Human Rights Impact Assessment

a- What are the aims and intended effects of this proposal?

- To set development principles and parameters to guide the development of the OP63 Prime Four Business Park as identified as Opportunity Site 63 Proposed Aberdeen Local Development Plan 2015 / Local Development Plan 2016 (delete as necessary)
- To give greater certainty, clarity and confidence to the development process by setting and agreeing a series of design and development principles in order to facilitate and direct the right and most appropriate forms of development are considered for the area.
- The development will deliver a high class business park with the potential for a hub area.
- The document considers the important landscape features on the site and considers the setting of the Friends Burial Ground and the ancient woodland.
- To ultimately be a material consideration in the assessment and determination of planning applications and any other related consents for development within the site. It is the intention to adopt this Development Framework as Supplementary Guidance to the Local Development Plan.

b- What equality data is available in relation to this

<p>proposal?</p> <p>(Please see guidance notes)</p>	<p>The Draft site OP63 Prime Four Business Park Development Framework has been prepared as guidance to inform the development of the proposed extension to the business park at Prime Four, Kingswells.</p> <p>The content of the Draft Development Framework has been shaped by the findings of public consultation and engagement with the communities of the areas, and interested parties and Council Officers.</p> <p>Upon Committee approval at CHI on 17 May 2016 a further 6 week public consultation was undertaken on the Draft Framework. The consultation period allowed members of the public and key stakeholders time to assess the proposals and comment on the draft document and submit representations to the Council. These comments will be assessed and responded to by officers, including necessary amendments to the Framework as a result of the representations.</p> <p>The selection of the site OP63 underwent ratification but he statutory processes of creating a new Aberdeen Local Development Plan. This process required public engagement and involvement through the Main Issues Report and Committee approval for public consultation, and subject to examination Scottish Ministers to conclude the process.</p> <p>ALDP Proposed Plan 2015: Main Issues Report, Publicity and Consultation</p> <p>http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=62540&slD=26040</p>
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<p>c- List the outcomes from any consultation that relate to equalities and/or human rights issues e.g. with employees, service users, Unions or members of the public that has taken place in relation to the proposal.</p>	<p>The preparation of the Development Framework has been informed by a wide-ranging programme of community and stakeholder engagement.</p> <p>In addition to public engagement events, workshops and update presentations were held with:</p> <ul style="list-style-type: none"> • Planning and Transportation stakeholders • Environmental stakeholders • Kingswells Community Council <p>The programme of stakeholder and public engagement so far, which has been undertaken by the consultants Halliday Fraser Munro, for the Development Framework. The consultation ran from 14th – 25th September 2015 with manned drop in sessions on the 16th and the 23rd of September. The exhibition was open for two weeks in the Prime Four Management Suite which is easy accessible for members of the adjacent community.</p> <p>Page 14 of the Development Framework contains a more detailed analysis of the communication and engagement.</p> <p>The key points from the public engagement event were:</p> <ul style="list-style-type: none"> • Principle of development • Protection of the heritgate features • Impact on the landscape • Phasing of development. <p>These are explained in more detail and responded to on page 15 of the Framework.</p> <p>A further 6 week public consualtion was undertaken on the draft document. The main points from this consulation are highlighted as follows:</p>
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	<ul style="list-style-type: none"> • Over development of the A944 corridor • Appropriate buffer around the Friends Burial Ground • Potential impact on the Friends Burial Ground from the increased traffic and usage of the area. • Link road through from the southern site. • Unknown scale and massing of the buildings within the site. • Cycle path along the A944 not up to an appropriate standard, • Unclear rationale for the additional access onto the A944.
d- Financial Assessment If applicable, state any relevant cost implications or savings expected from the proposal.	Costs (£) Implementation cost £ <input type="text" value="N/A"/> Projected Savings £ <input type="text" value="N/A"/>
e- How does this proposal contribute to the public sector equality duty: to eliminate discrimination, harassment and victimisation; advance equality of opportunity; and foster good relations?	
As this planning process seeks to put people at the core of planning matters promoting good relations and wider community cohesion through good development, this proposal contributes to fostering good relations.	
f- How does this proposal link to the Council's Equality Outcomes?	
The Council's Equality Outcomes relevant to the OP63 Prime Four Business Park Development Framework are: Outcome 3 "An Accessible City", Outcome 6 "Housing and Infrastructure which takes into account the different needs of different communities" The Draft Development Framework has been prepared by the consultant team in an open, fair and inclusive manner adhering to the statutory requirements of the Planning (Scotland) Act 2006 which supports many of the objectives of Aberdeen City Council's Equality Outcomes.	

The objectives of the Draft Development Framework are to provide a series of strategic design and development principles to guide the right and most appropriate forms of development are considered for the area.

4: Equality Impact Assessment – Test				
What impact will implementing this proposal have on employees, service users or other people who share characteristics protected by <i>The Equality Act 2010</i> ?				
Protected Characteristic:	Neutral Impact: Please ✓	Positive Impact: Please ✓	Negative Impact: Please ✓	Evidence of impact and if applicable, justification where a ' <i>Genuine Determining Reason</i> '* exists *(see completion terminology)
Age (People of all ages)	✓			
Disability (Mental, Physical, Sensory and Carers of Disabled people)	✓			
Gender Reassignment	✓			
Marital Status (Marriage and Civil Partnerships)	✓			
Pregnancy and Maternity	✓			
Race (All Racial Groups including Gypsy/Travellers)	✓			

Religion or Belief or Non-belief	√			
Sex (Women and men)	√			
Sexual Orientation (Heterosexual, Lesbian, Gay And Bisexual)	√			
Other (e.g: Poverty)	√			

5: Human Rights Impact Assessment Test	
Does this proposal have the potential to impact on an individual's Human Rights? Evidence of impact and , if applicable, justification where the impact is proportionate	
Article: N/A	Evidence: N/A
Article 2 of protocol 1: Right to education Yes No X	N/A
Article 3: Right not to be subjected to torture, inhumane or degrading treatment or punishment	N/A

Yes No X	
Article 6: Right to a fair and public hearing Yes No X	N/A
Article 8: Right to respect for private and family life, home and correspondence Yes No X	N/A
Article 10: Freedom of expression Yes No X	N/A
Article 14: Right not to be subject to discrimination Yes No X	N/A
Other article not listed above, please state:	N/A

7- EHRIA Summary and Action Planning				
Report Title				
Assessment not required	Evidence N/A			
Assessment completed	As a result of completing this assessment, what actions are proposed to remove or reduce any risks of adverse outcomes which were identified. There are no risks identified and as such no actions proposed.			
Identified Risk and to whom:	Recommended Actions:	Responsible Lead:	Completion Date:	Review Date:
<i>No Risks Identified</i>	N/A	N/A	N/A	N/A

8: Sign off	
Completed by (Names and Services) :	Laura Robertson

Signed off by (Head of Service) :	Gale Beattie
<p>Only sections 7 and 8 will be attached to the committee report</p> <p>The full EHRIA will be published on Aberdeen City Council's website under http://www.aberdeencity.gov.uk/xeq_EHRIA_Search.asp</p> <p>Please send an electronic format of the full EHRIA without signature to showard@aberdeencity.gov.uk</p>	

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Developer Obligations
REPORT NUMBER	CHI/16/161
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To consider the issues in effectively delivering the Developer Obligations function for Aberdeen City Council including an option of an in – house team to ensure efficient management of the Section 75 process.

2. RECOMMENDATION(S)

It is recommended that the Committee:-

- Agree to Aberdeen City Council entering into a revised Service Level Agreement with Aberdeenshire Council with clearly defined roles, tasks and responsibilities. This will provide the benefits of a shared service with the addition of an in-house post which will provide a dedicated link within the Council.
- Agree in principal to the creation of a new post to ensure effective management of the negotiation and consultation procedures which will be based in Marischal College.
- Agree to a further report on revised working procedures which will be reported back to this committee in due course.

3. FINANCIAL IMPLICATIONS

The current service level agreement with Aberdeenshire Council comes at a cost of £36,203 + National Insurance and Superannuation Contributions per annum, which “represents the cost of Aberdeenshire Council engaging a Developer Contributions Officer, Senior equivalent.” The cost is deemed to include the cost of any administrative assistance to support the work of the Developer Contributions Service. The service is currently paid from the

Communities, Housing & Infrastructure Services Revenue Budget and is drawn down quarterly by Aberdeenshire Council. The cost of a revised service level agreement will reflect the level of provision agreed.

The proposed new post and amended Service Level Agreement would be funded from Communities, Housing & Infrastructure revenue budget.

4. OTHER IMPLICATIONS

Existing resources within the Council that are involved with Developer Obligations may be aligned to ensure effective co-ordination of all aspects of the Developer Obligation process. The new post would be created in line with existing procedures. The details of the roles, responsibilities and remit of the new post will be reported back to a future meeting of this Committee following negotiations with Aberdeenshire Council.

5. BACKGROUND/MAIN ISSUES

At the Communities, Housing & Infrastructure Committee of 17th May, 2016 it was agreed that officers would “bring forward a report to the August Committee on the merit or otherwise of bringing this function back in house to ensure efficient management of the Section 75 process”

The existing service level agreement with Aberdeenshire Council states: “Developer Contributions Service” means the overall service package to be provided by Aberdeenshire Council’s Developer Contributions Team and will include the following;

- The assessment of development proposals and, in particular, their effects on existing community infrastructure.
- The carrying out of negotiations with developers in respect of appropriate Planning Obligation packages intended to mitigate the impact of development proposals on such infrastructure and thus allow development to proceed.
- The quantification of any affordable housing provision or Contributions which may additionally be due by developers in terms of Aberdeen City Council's Policy and National Guidance.

At present, the team at Aberdeenshire Council undertakes the above tasks in conjunction with officers from Aberdeen City Council. The process involves input from Planners, Legal and Services who are delivering projects (such as Roads, Education, Communities and Housing services). Following the signing of a Section 75 agreement, Asset Management Officers and Building Standards Officers are also involved before the mitigation works are ultimately delivered.

The existing agreement was signed in January 2012. Communities, Housing & Infrastructure Officers from Asset Management and Business Support have worked with Planners to create a procedure as to how contributions are dealt with internally. One of the main issues raised from the procedure is how effectively services engage with the Aberdeenshire Team and that this can be challenging within the parameters of the current agreement.

In particular, existing practice is not always providing effective project management of planning applications, in that responsibility for determining the nature and level of Developer Obligations is fragmented. Particularly as it is broken down into three components, undertaken in different teams, namely:

- Affordable housing
- Transport related contributions
- All other contributions, including infrastructure and education provision

There is currently no fully joined up approach towards the assessment and negotiation of mitigation works which will then be required to be documented in a Section 75 agreement. It is commonplace for negotiated terms to state that Affordable Housing or Transportation contributions will be advised separately, making the negotiated and agreed terms incomplete in many cases. The development of a Section 75 agreement template is ongoing and the existing Service Level Agreement will have implications on how this template can be most effectively used.

Issues have arisen around the lack of clarity of roles, tasks and responsibilities within the existing Service Level Agreement. Based on the above, it is not recommended that the existing working arrangements are continued. Therefore there are three options to be considered:

- Amend the existing Service Level Agreement.
- Amend the Service Legal Agreement with the addition of a new post to co – ordinate internally.
- Bring the entire Developer Obligations function in – house.

5.1 Amend the existing Service Level Agreement.

A new agreement that clearly states the function of officers in the Aberdeenshire Team would make responsibilities clearer. A clause which specifies the amount of time that Aberdeenshire Officers spend at Marischal College giving support to Officers could ensure negotiations are being given the appropriate allocation of time.

The current practice of negotiating and agreeing terms which do not contain a full package of mitigation requires to be addressed. Affordable Housing and Transportation contributions require inclusion in final negotiated terms and not negotiated separately. Provision

would be required in an amendment to ensure terms are not finalised until all elements are considered.

If Services maintain data of current asset requirements, referencing the Local Development Plan, there may be no requirement to provide full “responsive” assessments of community infrastructure. This could be reflected in an amendment to the Service Level Agreement where Aberdeenshire Officers have access to data provided by Services. This would initially require a considerable amount of work from officers and potentially require additional resources in order to maintain this data.

Depending on the complexity of amendments to the Service Level Agreement and the additional resources required, a revision may come at an increased cost to the Council. The revised agreement would need to be agreeable to both parties.

5.2 Amend the Service Legal Agreement with the addition of a new post to co – ordinate internally.

A revised Service Level Agreement would have clear roles, tasks and responsibilities. An in-house post would complement the work of the Aberdeenshire Team and provide a dedicated link within the Council. The Service Level Agreement would be amended to reflect this.

The proposed new post would be on hand to ensure early engagement with key service contacts who would be responsible for ensuring local priorities are appropriately reflected. They would be responsible for providing the case officer with a full negotiated Developer Obligation statement – including transport and affordable housing. In addition, the proposed post would:

- Provide information quickly to ensure that the planning process runs efficiently and performance improves.
- Provide a link between planning and legal services to improve timescales on Section 75's.
- Ensure effective links with the delivery of Developer Obligations.
- Actively pursue and manage data on audits of existing facilities to link delivery of facilities to the capital programme to assist in creating assessment reports rather than proceeding on a reactive basis.

The post should be in a position to challenge and ensure Services are providing the feedback required to quickly enable negotiated terms to be agreed which in turn can be used to negotiate and agree Section 75 agreements. Developers will also benefit from the shortened turnaround, enabling effective delivery of development in the City.

Following approval from this Committee, discussions could take place with Aberdeenshire Council to investigate how the existing Service Level Agreement can be amended to potentially accommodate an officer within the structure of Aberdeen City Council, while continuing

with the support provided by Aberdeenshire Officers to undertake assessment reports, provide administrative support and most importantly ensure consistency of approach across both Councils.

The revised agreement would need to be agreeable to both parties.

5.3 Bring the Developer Obligations service in – house.

An in – house service would give Aberdeen City Council full control of the procedure from a planning application being made to the delivery of the mitigation works.

The new team would engage with Developers and Services directly. A Principal Officer would have overall control of all functions and have the ability to intervene at any stage of the procedure. The usual consultation time from Aberdeenshire Council with officers is two weeks. An in – house team could use a more flexible approach to this and increase consultation time where necessary but this would have to be balanced against the need for determining planning applications in a timely manner. The team would be on hand to encourage Service responses.

Bringing the entire Developer Obligations service in – house would require the creation and recruitment of a new team which would come at a greater cost compared to amending the service level agreement and creating a new post to co – ordinate internally.

The level of knowledge held by the Aberdeenshire Team is considerable and it would take some time for new staff to gain this level of knowledge. Crucially, the Team at Aberdeenshire Council have forged relationships with Developers which again would take time to establish in – house.

Since the inception of the Developer Obligations Service Level Agreement, City and Shire have entered into agreements for delivery of procurement, insurance, internal audit, archivist and archaeology services. There is an accepted style for these arrangements and the proposal is to use a similar style for Developer Obligations going forward.

5.4 Option Review

Option	Benefit to Service delivery	Benefit to consultation procedure	Financial Impact	Joint working Impact
Amend the existing Service Level Agreement.	High – A more tailored approach would define roles and responsibilities and more focused project delivery.	Medium – Although the process would be more clearly defined, Aberdeenshire Council would not have overall responsibility of the procedure and ensuring all services are working in tandem.	Low / Medium. Would depend on the outcome of negotiations with Aberdeenshire Council.	Low – Aberdeenshire Council would continue to deliver a Developer Obligations service.
Amend the Service Level Agreement with the addition of a new post	High - Ensures better management of Developer Obligations procedure and more focused project delivery.	High – Effective co – ordination and management of all involved in the process will maximise resources.	Medium - Additional cost of a new post in addition to a service level agreement.	Medium – Partnership working would continue with Aberdeenshire Council.
Bring the Developer Obligations service in – house	High - Ensures better management of Developer Obligations procedure and more focused project delivery.	Medium – Officers will not have the immediate knowledge of Aberdeenshire Team and working practices would take time to establish.	High – Creation of new in – house team with several posts will come at a high cost.	High - Aberdeen City Council would be ending an existing example of joint working.

Taking the above into consideration, it is recommended that joint working should continue between Aberdeen City Council and Aberdeenshire Council. It is apparent that in order to provide best value to the Council, both in terms of cost and service delivery, a revised service level agreement is required. The addition of a new post in – house to oversee all of the key operations is essential to ensure all of the steps in the procedure are adhered to and completed in a timely fashion. Joint working will ensure that negotiations will continue with developers and Aberdeenshire Council to the current high standard. A new in – house team would take a considerable amount of time to establish and would create issues with undertaking negotiations until a team has been assembled. The initial higher cost of a new team would be an ongoing issue and is not considered best value to the Council. The proposed recommendation would ensure that the delivery of

projects to mitigate the impact of new developments could be provided consistently.

6. IMPACT

Improving Customer Experience –

The establishment of a new Service Level Agreement will have a positive effect on community consultation when identifying assets and projects which can benefit from developer contributions.

Improving Staff Experience –

All staff involved in the procedure will benefit from having more clearly defined roles and responsibilities. Existing short deadlines for responses may be increased for staff.

Improving our use of Resources –

Continuing to work with Aberdeenshire Council with an amended Service Level Agreement would improve the overall process for project delivery.

Corporate -

The continued use of a Service Level Agreement will enable Aberdeen City Council to continue joint working with Aberdeenshire Council.

Public –

This report may be of interest to the public, as the intended outcome is to ultimately better manage the impact of new developments on Communities.

7. MANAGEMENT OF RISK

Negotiations will be required with Aberdeenshire Council in order to amend the existing Service Level Agreement. There is a risk that both parties may not come to an agreement. This will be mitigated by appropriate engagement and consultation.

8. BACKGROUND PAPERS

Item 9, Communities, Housing and Infrastructure Committee, 17th May, 2016:

Minute of Agreement between Aberdeen City Council and Aberdeenshire Council (Service legal Agreement).

9. REPORT AUTHOR DETAILS

David Marshall
Asset Management Officer (Projects)

✉ damarshall@aberdeencity.gov.uk
☎ 01224 523191

Gale Beattie
Acting Head of Service - Planning and Sustainable Development
✉ galeb@aberdeencity.gov.uk
☎ 01224 523330

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Air Quality Update and Eco Stars Fleet Recognition Scheme
REPORT NUMBER	CHI/16/132
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to:-

- a) Advise the Committee of the Eco Stars Fleet Recognition Scheme and seek approval to implement in Aberdeen;
- b) Advise the Committee of additional grant funding and the information within the 2016 Air Quality Progress Report;
- c) Advise the Committee of progress in the implementation of the national Cleaner Air for Scotland strategy and future local authority implications.

2. RECOMMENDATION(S)

- a) Approve the Council's participation in the Eco Stars Fleet Recognition Scheme;
- b) Note the content within the 2016 Air Quality Progress Report;
- c) Note the Cleaner Air for Scotland strategy implications and instruct officers to report annually on air quality in Aberdeen and progress in the implementation of any local authority responsibilities within the Clean Air for Scotland strategy.

3. FINANCIAL IMPLICATIONS

The Cleaner Air for Scotland (CAFS) strategy will require all Local Authorities with Air Quality Management Areas to undertake a Low Emission Zone (LEZ)/Clean Air Zone (CAZ) Feasibility Study. The Study will have limited financial implications and costs will be met from existing Council budgets or Scottish Government grant. However, there may be significant implications should the study recommend the implementation of a LEZ/CAZ in Aberdeen or other air quality improvement measures. The management and resourcing of any potential LEZs/CAZs in Scotland will be considered nationally by a

CAFS working group. Aberdeen City Council is represented on this group.

4. OTHER IMPLICATIONS

Participation in the ECO Stars fleet recognition scheme should support the reduction in both health and greenhouse gas emissions from freight and bus fleets operating in Aberdeen and the measures within the 2011 Air Quality Action Plan.

The UK government is required to meet legally binding EU air quality objectives. The annual mean nitrogen dioxide (NO₂) objective is currently exceeded across a number of geographical areas in the UK and infringement actions against the UK government commenced in 2015 due to predicted continued non-compliance by 2020. While the northeast of Scotland was not a specified region, current predictions indicate the objective will continue to be exceeded in Aberdeen by 2020 unless mitigation measures are implemented.

5. BACKGROUND/MAIN ISSUES

5.1 Eco Stars Fleet Recognition Scheme

5.1.1 Eco Stars is a national fleet recognition scheme managed by Transport and Travel Research Ltd (TTR) and currently operates across a number of local authorities including Edinburgh, Glasgow, Dundee, Fife, North Lanarkshire and South Lanarkshire. The scheme is free and aims to help fleet operators, including HGVs, buses, coaches and vans, improve efficiency, reduce fuel consumption and emissions and make cost savings. Specialists from the TTR Eco Stars team provide practical technical advice and support to operators. Each registered operator is rated according to current performance and contact is maintained with participants to support progression through the star ratings.

5.1.2 Aberdeen City Council received a £27,000 grant from the Scottish Government for 2016/17 to implement the scheme across the north east region in partnership with Aberdeenshire City Council and NESTRANS. A working group has been set up with representation from the partners and TTR to develop and launch the scheme locally. The scheme will be managed by Aberdeen City Council, however as many of the major freight and bus operators passing through the City are based in Aberdeenshire, fleet operators across the wider area will be encouraged to participate. Both Aberdeen City and Aberdeenshire Council fleets will be assessed, providing opportunity for expertise external advice on measures that could be implemented to improve performance.

5.1.3 Vehicles from a number of fleet operators regularly pass through one of Aberdeen's 3 Air Quality Management Areas (AQMA).

Participation will support the reduction in emissions within the AQMAs, the aims of the 2011 Air Quality Action Plan and the Carbon Management Plan. A number of national fleet operators with local representation currently participate in the scheme, including Tesco, Sainsbury, Boots, First Group, Langstane Press and Malcolm Group. National freight distributors with local representation and local operators will be encouraged to participate.

- 5.1.4 There is no defined timeline for the scheme operation. Continuation through the next few years is anticipated provided grant funding is received, there is sufficient local interest in participation and the scheme is beneficial. The Scottish Government may co-ordinate the existing and proposed local authority operated schemes on a regional or national basis in the future since this would be a more sustainable use of resources. Local uptake of the scheme and related developments will be reported in future air quality update committee reports.

5.2 2016 Air Quality Progress Report

- 5.2.1 In 2015 the annual mean nitrogen dioxide (NO₂) level continued to exceed the national and EU air quality objective across the City Centre Air Quality Management Area (AQMA). However the general trend is that levels are reducing. Pockets of exceedances were also recorded within the Anderson Drive/Haudigan Roundabout/Auchmill Road AQMA. There were no exceedances of the NO₂ one hour objective at any of the monitoring locations.
- 5.2.2 The annual mean particulate (PM₁₀) objective was exceeded at the Wellington Road and Market St continuous monitoring sites, but met at the other monitoring sites. Again there appears to be a general downward trend in PM₁₀ concentrations.
- 5.2.3 Exceedances of the national PM₁₀ 24 hour objective were also recorded at Wellington Road, Market Street and King Street. The King Street site is outwith an AQMA and exceedances have not been recorded at this location in recent years. Meteorological conditions may have contributed to the exceedances both at this site and Market St. Many of the exceedances at Wellington Road were caused by dust emissions from the demolition of the nearby prison.
- 5.2.4 Legislation introduced in 2016 places a statutory duty on local authorities to achieve the annual mean objective for PM_{2.5} by 2020. Levels are monitored at 3 sites, Market Street, Union Street and Errol Place. The objective was marginally exceeded at Union Street and Market Street and it is suspected exceedances will also be experienced at Wellington Road.

Grant funding has been received to install monitoring equipment at this site. As there has been a downward trend in PM₁₀ concentrations, PM_{2.5} concentrations may also reduce in future years.

- 5.2.5 In addition to funding support for the Eco Stars scheme and new monitoring equipment, an additional Scottish Government grant of £20,000 has been received to implement actions to improve air quality, including support for the annual European Mobility event and other promotional campaigns, the Car Club and Schools liaison.

5.3 Cleaner Air For Scotland (CAFS)

- 5.3.1 Cleaner Air for Scotland – The Road to a Healthier Future is a national cross-government strategy that sets out how the Scottish Government and its partner organisations propose to reduce air pollution further to protect human health and fulfil Scotland's legal responsibility to meet EU air quality objectives. CAFS contains six main objectives with a common thread of sustainability: Transport, Legislation, Communication, Health, Placemaking and Climate Change.
- 5.3.2 Local authorities have a role in the implementation of various key actions within the Strategy, including traffic management, development management, communications and active travel. They will be expected to use a national modelling framework to assess the potential impact of new developments on air quality and ensure air quality is considered in the Local Development Plan and other related policies. An air quality model of Aberdeen is currently being developed.
- 5.3.3 Of major significance is the requirement for authorities with Air Quality Management Areas (AQMAs) to undertake a Low Emission Feasibility Study. National guidance on the study methodology is currently being developed and it is anticipated authorities will be required to complete the assessment process by the end of 2017. Specifically the potential for a Low Emission Zone (LEZ) or Clean Air Zone (CAZ) will require consideration. While an LEZ or CAZ may not be appropriate in all cases, authorities will be required to demonstrate a clearly defined business case for the implementation of actions to improve air quality. Potential LEZ/CAZs schemes will be considered nationally and final designated areas not determined until 2018 at the earliest with at least a 2 year lead in period. The outcome of the Aberdeen Feasibility Study and any subsequent recommendations will be reported in future Air Quality Update committee reports.

6. IMPACT

Improving Customer Experience – The adoption of the Eco Stars scheme and provision of free advice provides an opportunity for local businesses to reduce vehicle fuel consumption, reduce emissions and transportation costs. Implementation of CAFS will provide customers, including the public and local communities with greater awareness of the health impacts of poor air quality and the benefits of active travel and reduced emissions.

Improving Staff Experience – Improved awareness of air quality issues and our legal requirements provides an opportunity to improve joint working across services including planning, development management, transportation and sustainability.

Improving our use of Resources – Improved partnership working through the Eco Stars scheme and the implementation of CAFS provides opportunity to implement actions that should produce benefits across council services including health, the environment, transport and development management.

Corporate – This report is linked to the protection of the health of the people of Aberdeen. In terms of ‘Aberdeen the Smarter City’ the report relates to the commitment to promote a sustainable transport system, which also reduces our carbon emissions. The Eco Stars project and implementation of the CAFS strategy provide opportunities for joint working across various partners including NESTRANS, Transport Scotland, transport providers, local businesses and community groups. The Eco Stars scheme also links to the Sustainable Energy Action Plan – Powering Aberdeen aims to reduce emissions in partnership with Aberdeen stakeholders.

Public – Improved air quality will have a positive effect on public health, the environment and on mitigating the predicted impacts of climate change.

7. MANAGEMENT OF RISK

There are no current risks associated with this report, however continued failure to meet mandatory European Union air quality objectives by may result in the imposition of fines on the UK government. Under the Localism Act the UK Government could require local authorities to pay all or part an infringement fines in England. While no such powers were enacted by the Scottish Government, there is potential for future similar measures should authorities fail to implement measures that will significantly improve air quality within the Air Quality Management Areas.

8. BACKGROUND PAPERS

[Cleaner Air for Scotland 2015, Scottish Government](#)
Climate Change (Scotland) Act 2009

9. REPORT AUTHOR DETAILS

Aileen Brodie
Principal Environmental Health Officer
abrodie@aberdeencity.gov.uk
Tel 01224 522216

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Scottish Shared Scientific Services
REPORT NUMBER	CHI/16/073
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of the report is to provide an update on collaborative work between Aberdeen, Dundee, Edinburgh and Glasgow City Councils on a shared service model for delivering local authority public analyst services across Scotland, and to seek its approval to take this work to the next stage, subject to the approval of a Business Plan for the service.

The report also proposes the exploration of a Regional Analytical Laboratory Service, in partnership with other local public sector bodies such as NHS Grampian, Aberdeen University, Robert Gordon University and neighbouring local authorities, whether or not the Scottish Shared Scientific Service goes ahead, and seeks approval to draw up a business case for this.

2. RECOMMENDATION(S)

It is recommended that members

- a) Note the content of the report and;
- b) Agree in principle to the necessary actions being undertaken to set up a Scottish Shared Scientific Service, namely:
 - Determining the full financial impact on each local authority partner;
 - Developing a detailed Business Plan for the new service;
 - Drafting and concluding all necessary legal agreements and;
 - Continuing consultation with staff, Trades Unions, and other stakeholders.

- c) Agree to open formal discussions with potential public sector partners such as NHS Grampian, Local Authorities in the North of Scotland, Aberdeen University and Robert Gordon University, to scope out and potentially develop an outline business case for a Regional Analytical Laboratory Service.
- d) Note that a further report will be submitted to the Communities, Housing and Infrastructure Committee upon completion of the Business Plan for the Scottish Shared Scientific Service, and a potential business case for a Regional Analytical Laboratory Service, with recommendations on whether and how these two proposals should proceed.

3. FINANCIAL IMPLICATIONS

The Improvement Service anticipates that £60,000 of professional fees will be required for the business and financial advice to develop the detailed business case and the governance arrangements for a Scottish Shared Scientific Service. The exact sum that Aberdeen City Council would be liable for is uncertain, but the Improvement Service have intimated that they will contribute, and that ideally the cost will be shared across the 32 participating local authorities. The worst case scenario is that Aberdeen City would be expected to contribute one quarter of the cost, around £15,000. This could be met from the existing budget allocation for Aberdeen Scientific Services.

The overall financial impact for each local authority being a member of the Scottish Shared Scientific Service will be established during the development work for its Business Plan.

It is anticipated that the establishment of a Regional Analytical Laboratory Service would offer additional economies of scale to those achieved by the Scottish Shared Scientific Service, while at the same time securing a Public Analyst service in the North East of Scotland.

4. OTHER IMPLICATIONS

<i>Legal:</i>	With regard to the Scottish Shared Scientific Service, external advice has been obtained in relation to Governance, Pensions, HR, State Aid, and Teckal issues, and this has been confirmed in principle by Corporate Governance colleagues in Aberdeen City Council's. Similar advice will need to be sought for a Regional Analytical Laboratory Service.
<i>Personnel:</i>	It is envisaged that TUPE will apply to in-scope staff that will transfer to the Scottish Shared Scientific Service. Additional senior management posts have been identified in the Scottish Shared Scientific Service's organisational structure. Consultation with staff and Trade Unions will continue throughout. It is anticipated that the same would apply to a Regional Analytical Laboratory Service.
<i>Procurement:</i>	The structure of the Scottish Shared Scientific Service will be a 'Teckal' compliant body, which will allow for services to be provided back to its members without the need to undertake a procurement exercise, and a secondary non-compliant body which will trade with other public and private sector clients. It is anticipated that the same would apply to a Regional Analytical Laboratory Service, but legal advice will need to be sought to confirm this.

5. BACKGROUND/MAIN ISSUES

Background

Currently, the majority of local authority (LA) public analyst services are provided by the 4 city laboratories in Aberdeen, Dundee, Edinburgh and Glasgow. Jointly, these labs are responsible for providing statutory sampling and analysis services, including Public Analyst services to the 32 Scottish local authorities and other public and private sector clients.

Aberdeen Scientific Services Laboratory is located in Old Aberdeen House, Dunbar Street. The laboratory undertakes a range of sampling, chemical and microbiological testing relating to food safety and standards; drinking water; animal feeding stuffs and fertilisers; environmental monitoring, e.g. recreational water, ground waters air pollution, soils and dusts; health and safety, e.g. asbestos and legionella; and consumer goods. While the main customers are local authority Environmental Health and Trading Standards services, the laboratory also undertakes work for other council services such as facilities management, roads and a large portfolio of other public and private sector, local, national and international clients. Work is of a high

quality, customer satisfaction is good and the laboratory is UKAS accredited. Despite this, the laboratory does not always generate a surplus and, on occasion, has struggled to stay within budget.

Reductions in local authority budgets have caused some local authority clients to reduce their spending on sampling and analysis, and the downturn in the economy has made the private client market much more competitive. Currently, with four public sector laboratories being run as separate entities, there is the risk of the laboratories having to compete with one another for work. Some private laboratories currently offer analytical services at very competitive prices which raise concern that this could ultimately lead to the closure of the publicly run laboratories. There would then be the risk that the private labs could increase their costs for statutory sampling and analysis, leaving local authorities with no option but to pay for a more expensive service.

It has been determined that the current model is no longer sustainable due to reduced spend by the local authorities and the likelihood of each local authority public analyst service having to compete against each other rather than working together in a collaborative manner. In order to protect the role of Scottish public analysts' services and deliver best value for the service users, a new model of service delivery requires to be developed.

Scientific Services for Scotland

An Outline Business Case (OBC) was prepared by the Improvement Service (IS), in conjunction with officers from Aberdeen, Dundee, Edinburgh and Glasgow City Councils, at the request of the Society of Local Authority Chief Executives (SOLACE Scotland). The OBC determined that there was a case for implementing a Shared Service Model and recommended that this was taken forward for further development through a more detailed Business Case, to be approved by the local authorities.

A draft Business Case (appended to this report) for a single Scottish Shared Scientific Service has now been prepared, which provides a structure and business strategy for a single organisation that would deliver Public Analyst and other scientific services for the benefit of Scottish local authorities and public sector agencies.

The new organisation would be a partnership of Local Authority members and provide the framework to deliver cost savings back to its partners, with a strategy for growth through the development of strategic partnerships and service reform.

The objectives of the new organisation would be to deliver sustainable, high-quality scientific analysis and advice, which supports regulatory commitments, to ensure the safety and quality of food, water, consumer products, and the environment.

This will be achieved by integrating each organisation's capability to meet the needs of customers and stakeholders across Scotland. More

specifically the new service must:

- Provide the platform to follow a growth strategy;
- Provide value for money for its customers and stakeholders;
- Be flexible and proactive in meeting future customer needs;
- Have sufficient resilience for national and local 'incidents';
- Be based on the principle of having strong public sector science base and;
- Minimise the risk to current service provision.

Business Case Details

The key benefits of the proposed Scottish Shared Scientific Service are that it would:

1. Be wholly owned by, and accountable to its local authority partners;

The proposed structure of the Shared Service is for a 'dual' Limited Liability Partnership model, which would allow the new service to provide core services for its local authority members, whilst maintaining and developing existing and further business opportunities with the wider public and private sector markets.

2. Deliver savings to its partners

The draft Business Case appended to this report sets out a mechanism for returning an element of surpluses back to the service's members through an annual discount, based on how much each authority spends with the service.

The model is based on income from all four labs. Sensitivity analysis has been carried out, which determines that the service would be sustainable in the event of only three labs taking forward the proposal.

3. Be committed to delivering best value analytical scientific services for its partners benefit;

The primary objective of the service would be to deliver best value services back to its partners, whilst ensuring that an element of reserves is retained to further develop the service.

As is currently the case, the service would provide added value to its members, in comparison to the private sector, in that it would provide interpretive analysis, and be involved at all stages of the enforcement process to ensure that public safety is maintained in the areas of food, water, environment and consumer safety. This would involve working with enforcement colleagues on sampling plans, making sure that sampling is targeted and based on risk.

The service would coordinate national surveys on behalf of Food Standards Scotland (FSS) and the 32 local authorities. This includes post survey review and participation in the assessment of the national food database. Results of analysis are subject to

interpretation in relation to the relevant acts, regulations and guidance documentation

4. Deliver further efficiencies through service reform programme;

The projected savings which have been modelled in the Business Case are based on modest assumptions and do not take into account further efficiencies that can be realised through the delivery of a service reform programme, such as the development of a centres of excellence operating model.

The rationale behind this model is that there is currently significant duplication between the four labs which results in an underutilisation of equipment and other resources. By aggregating samples, efficiencies can be achieved by improved throughput on equipment.

This should also result in increased capacity to take on additional business.

The service's future service reform programme would include:

- Developing centres of excellence operating model;
- Organisational structure review;
- Review of charging structure;
- Procurement review, including sample transport;
- Property and asset review;
- Developing a single performance management framework;
- Develop joint sampling programme;
- ICT review and;
- Combined Quality System.

5. Provide the opportunity for growth through generating additional business with public and private sector clients;

The scale of local authority analyst work, not currently being undertaken by public analyst labs is in the region of £1m per annum. This is often for analysis work carried out for Property, Roads, Building or Housing services, which in some local authorities is commissioned separately from the services provided by the Public Analyst laboratories. The largest proportion of income currently comes from analysis in the areas of food, environmental and consumer safety.

Discussions with Food Standards Scotland (FSS) have indicated that there is additional work which could be delivered by a shared service and the potential that FSS may become a partner in the shared service, which would open up further opportunities for the service.

A conservative assessment of the scale of these additional business opportunities has been included in the growth assumptions.

6. Develop partnerships with public sector organisations and academia to open up new markets for its services.

Opportunities exist for a single Scottish service to develop collaborative relationships with other public bodies and develop new markets for its services. Discussions have taken place with both FSS and the Scottish Environmental Protection Agency (SEPA) on their future inclusion in the shared service as formal partners, which would create the potential for further opportunities through both organisations.

Regional Analytical Laboratory Service

While the benefits of Scottish Shared Scientific Service are described above and in the attached business case, it is not a venture completely without risk. Declining public sector budgets, the local economy and national uncertainty about the UK economy could significantly impact the predicted income of the Scottish Shared Scientific Service, but this would have an impact if the Shared Service did not go ahead.

While Dundee, Glasgow and Edinburgh City Councils have already agreed to take the proposed Scottish Shared Scientific Service to the next stage, Edinburgh are progressing in parallel an alternative option of a shared laboratory service with NHS Lothian. Sensitivity analysis determines that the Scottish Shared Scientific Service would be sustainable in the event of only three labs taking forward the proposal. However, if a fourth laboratory continued to operate independently, it would be competing for work against the Scottish Shared Scientific Service.

There also remains a possibility of rationalisation, or closure, of one or more laboratories after the creation of the Scottish Shared Scientific Service, if the predicted savings are not made. The Aberdeen laboratory may be more vulnerable to this than some of the other labs, being an older laboratory with little scope for expansion.

The creation of a Regional Analytical Laboratory Service in partnership with other public sector entities could give the opportunity for a new build and secure a regional service going forward. Pursuing alternative shared service options with other public sector partners such as the universities and NHS Grampian could help to mitigate the above risks, and would not necessarily preclude participation in the Scottish Shared Scientific Service. Indeed, the Improvement Service has identified the development of partnerships with public sector organisations and academia as one of the potential benefits of the Scottish Shared Scientific Service.

Summary

The Scottish Shared Scientific Service offers an opportunity to safeguard the public analyst service under local authority control for some years to come, but there is an opportunity to be even more ambitious. In the North East, there is a the potential for Aberdeen Scientific Services to work with public sector partners such as NHS Grampian, Aberdeen University and Robert Gordon University and neighbouring local authorities to create a Regional Analytical Laboratory Service, while at the same time as working collaboratively with other local authorities as part of a Scottish Shared Scientific service. This need not be seen as an alternative approach to the Scottish Shared Scientific Service as it could enhance the capacity of the national service and would bring benefits to the region as well as to Aberdeen City. It would maintain local skills and expertise within the North East. It would provide some financial security in terms of economies of scale for laboratory services across the public sector, and provide a locally accessed analytical laboratory service for north east businesses.

6. IMPACT

Improving Customer Experience –

Good value and high quality service, accessed locally, to both public sector and private clients, (includes local, national and international customers)

Improving Staff Experience –

Potential to increase job security for laboratory staff

Improving our use of Resources –

This expansive proposal will reduce operating costs due to economies of scale and also increase capacity for income generation. Ideally it will not only include the four Scottish public analysts laboratories, SEPA and LA clients but also NHS and Academic partners.

Shaping Aberdeen –

Ensuring the region prospers and people are protected, by providing locally accessed analytical services which centre mainly around environmental protection, consumer protection and food safety

Corporate -

Aberdeen the Smarter City:

We will invest in the city where that investment demonstrates financial sustainability based on a clear return on investment

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

Business Plan 2016-17

Smarter economy - To deliver the Council's contribution to the strategic objectives of the Regional Economic Strategy

Regional Economic Strategy

This proposal aligns to the Regional Economic Strategy, helping to sustain, diversify and grow our regional economic base. Locally based analytical services will help to secure and maintain the north east economy based on skills in the areas of life sciences, food and drink production, and the oil and gas sector, and also contribute to the protection of the local environment

An analytical laboratory service that is part of a national shared service and potentially pooling the resources of other public services with similar interests will

- provide efficiency savings for the public services involved
- provide additional commercial opportunities for the public service partners
- make use of regionally based skills and expertise to the benefit of local clients and the local workforce
- provide a local access point to a national analytical service.

Public –

This report may be of interest to the public as it demonstrates an efficient use of public sector resources and has the potential to maintain skilled jobs in the North East.

An Equality and Human Rights Impact Assessment (EHRIA) is not required for this report as the proposal has a neutral impact on equalities and human rights

7. MANAGEMENT OF RISK

Current financial pressures and market and political uncertainty are a threat to an shared service venture, but these pressures are even more acute for smaller, stand-alone units. Shared services share the risk across partners.

Sharing services presents a risk of rationalisation of laboratories to which the Aberdeen laboratory is more vulnerable. However, keeping the lab running if it is not financially viable in the long term is not an option.

Pursuing an alternative shared service options such as a Regional Analytical laboratory Service with other public sector partners in the North East could help to mitigate the above risks, and would not necessarily preclude participation in the Scottish Shared Scientific Service.

Staff concerns, regarding terms and conditions and impact on pensions are to be expected and staff will continue to be updated and consulted on these proposals.

8. BACKGROUND PAPERS

Scottish Shared Scientific Service draft business case (attached)

9. REPORT AUTHOR DETAILS

Carole Jackson
Protective Services Manager
Email cjackson@aberdeencity.gov.uk
Tel (01224) 522057

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Microchipping of Dogs (Scotland) Regulations 2016
REPORT NUMBER	CHI/16/136
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To advise members of new legislation and the implications and benefits to the Council. To obtain the agreement of the Council through the Communities, Housing and Infrastructure Committee, to authorise the appropriate Officers within Environmental Health to enforce the Microchipping of Dogs (Scotland) Regulations 2016.

2. RECOMMENDATION(S)

To advise members of new legislation and the implications and benefits to the Council. To obtain the agreement of the Council through the Communities, Housing and Infrastructure Committee, to authorise the appropriate Officers within Environmental Health to enforce the Microchipping of Dogs (Scotland) Regulations 2016.

3. FINANCIAL IMPLICATIONS

There are no financial implications. It is anticipated that the duties of the legislation can be fulfilled within the existing budget for Environmental Health, provided there is no reduction in financial or staffing resources.

4. OTHER IMPLICATIONS

Officers from Environmental Health currently check dogs to see if they are microchipped, however, if they are not there is no legal obligation for the keeper of the dog to have them chipped. The new legislation

means there will now be a requirement to do this and will help identify dog keepers responsible for anti-social activities in relation to their dog and also return home strays.

5. BACKGROUND/MAIN ISSUES

The Microchipping of Dogs (Scotland) Regulations 2016, requires dog keepers as defined (including the body responsible for an assistance dog, a breeder and the person with whom a dog normally resides) to have their dog(s) implanted with an approved microchip (except if less than 8 weeks old). Dog keepers are also required to ensure that the details registered against the microchip are accurate and updated as needed, for example where a keeper's details change the dog is transferred to another keeper.

In the event of a keeper failing to comply with the regulations, Officers have the power:

- Take possession of the dog for as long as is reasonably required to check whether a compliant microchip has been implanted in the dog
- Serve a notice requiring compliance (microchipping) within 21 days.

If a notice is not complied with, the officers have the power to:

- Seize the dog and arrange for a microchip to be implanted in the dog
- Report the matter to the Procurator Fiscal, which may result in a fine of £500

The microchipping of cats and other animals still remains voluntary.

6. IMPACT

Improving Customer Experience –

This new legislation will benefit the customer as the number of dogs, if lost or stolen, reunited with their keepers will be significantly increased. This is the main purpose of the legislation. Furthermore, it will mean any stray or lost dogs will spend less time in strange kennels, which is upsetting for the animal and results in a cost for the keeper.

Improving Employee Experience

The new legislation requires that keepers have their dog microchipped after the age of 8 weeks, previously there was no legal obligation for this to be carried out. This gives officers who find any dogs to not be microchipped the legislative power to require this. It also allows stray

or lost dogs to be returned to keepers quicker and may also aid speed up the process of officers investigating other complaints regarding dog incidents.

Improving our use of Resources –

Mandatory microchipping will allow stray or lost dogs to be reunited with keepers more quickly, reducing the need to transport a dog to a kennel and await reclaiming. The details on the microchip, if up to date, will also help identify keepers of dogs involved in dog attacks or incidents. Ultimately this may encourage more responsible dog ownership.

Corporate -

The new legislation will have links to the Community Plan and Single Outcome Agreement overall vision of Aberdeen to be an attractive, clean, healthy and safe place to live and work

The new legislation also links to the following objectives in the Council's 5 year Corporate Business Plan:

- We will protect the health, safety and rights of citizens and the public through encouraging more responsible dog ownership and effectively identifying owners involved in animal attacks and other dog related incivilities.

Public –

This report is likely to be of interest to the public, as it places a legal obligation on them to ensure their dog(s) are microchipped and the details kept up to date.

Equalities and Human Rights Impact

An assessment has been completed for the Microchipping of Dogs (Scotland) Regulations 2016. The legislation has an overall positive effect on dealing with dog related issues and encouraging responsible dog ownership in general.

7. MANAGEMENT OF RISK

The Microchipping of Dogs (Scotland) 2016 gives Officers power to ensure dogs are appropriately microchipped. Should the authorisation of Officers for this legislation not be approved by committee there will be a risk that the Council fails to fulfil its statutory duty. This may lead to legal challenges and censure by central Government and could lead to reputational damage. Currently, Environmental Health offer a

reduced straying charge if owners agree to get their dog microchipped before being reunited with it, it is anticipated that a greater number of owners will agree to this meaning minimal instances where Officers will have to use powers.

The Managing Risk form was used to determine the level of risk

8. BACKGROUND PAPERS

9. REPORT AUTHOR DETAILS

Hazel Stevenson
Environmental Protection Manager
hstevenson@aberdeencity.gov.uk
01224 523390

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Grampian Joint health Protection Plan
REPORT NUMBER	CHI/16/171
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The Public Health etc. (Scotland) Act 2008 places a duty on Health Boards and Local Authorities to co-operate on health protection matters, and produce a Local Health Protection Plan. This report seeks Committee approval of the draft Grampian Joint Health Protection Plan for the period 2016 to 2018. (Appended to this Report)

2. RECOMMENDATION(S)

- (a) That the Committee approves the Grampian Joint Health Protection Plan appended to this report.
- (b) That the Committee instructs the Director of Communities, Housing and Infrastructure to ensure that the health protection priorities outlined in the plan continue to be resourced.

3. FINANCIAL IMPLICATIONS

The Joint Health Protection Plan is a formalisation of existing partnership working arrangements between NHS Grampian and Aberdeen City, Aberdeenshire and Moray Councils. As such the delivery of the plan can be met within the existing budget for statutory services, provided there is no reduction in financial or staffing resources

4. OTHER IMPLICATIONS

The Joint Health Protection plan links to the Environmental Health and Trading Standards Service plans including a number of statutory

service plans that sit beneath this. The plan also links to the work in a number of other services across the Council

5. BACKGROUND/MAIN ISSUES

Aberdeen City Council works closely with partners in NHS Grampian, Aberdeenshire Council, Moray Council, and other agencies to deliver services to protect the health of the Grampian population.

Health Protection is now the accepted term to describe the work that encompasses the surveillance, investigation, control and prevention of communicable disease and environmental hazards to human health.

This Joint Health Protection Plan (JHPP) provides an overview of health protection priorities, provision and preparedness for NHS Grampian, Aberdeen City, Aberdeenshire and The Moray Councils as required by the Public Health etc (Scotland) Act 2008.

This is the fourth Grampian Joint Health Protection Plan and covers the period from 2016 to 2018 and has been prepared by NHS Grampian in collaboration with Aberdeen City, Aberdeenshire and The Moray Councils.

In the 2016-18 Plan the three Local Authorities have presented their activities and highlighted various aspects of their work. The JHPP links to other service delivery plans across Grampian, and also the Single Outcome Agreements (see section 6, below).

The main section of the plan describes the national and local priorities for health protection and what actions are planned over the next two years. The appendices provide more detail on the planning infrastructure, resources and operational arrangements, capacity and resilience, and public involvement.

In addition to Aberdeen City's Communities, Housing and Infrastructure Committee, the JHPP will be considered by the following Councils and NHS Committees:

- NHS Grampian Board
- The appropriate Committees within Aberdeenshire and Moray Councils

6. IMPACT

Improving Customer Experience –

The report lays out the arrangements for health protection within Grampian, this ensures all customers, external and internal are aware of what each partner organisations role is in the delivery of this.

Improving Employee Experience

The report lays out the arrangements for health protection within Grampian and describes the national and local priorities for health protection and what actions are planned over the next two years. The appendices provide more detail on the planning infrastructure, resources and operational arrangements, capacity and resilience. Employees are therefore fully aware of what responsibilities they have in relation to this and how they are delivered. Employees may be able to use this as a tool to identify any areas of professional development that may be required.

Improving our use of Resources –

The report details how the service will deliver the statutory responsibility in relation to this, the three local authorities involved have presented their activities and highlighted various aspects of their work. The report shows how the responsibilities are met using existing resources, the report offers the opportunity to engage in further partnership working with internal services as well as the other local authorities and therefore, improving the use of resources.

Corporate -

The JHPP links to the Community Plan and Single Outcome Agreement overall vision of Aberdeen to be an attractive, clean, healthy and safe place to live and work.

The JHPP also links to the following objectives in the Council's 5 year Corporate Business Plan:

- We will protect the health, safety and rights of consumers and the public through developing a more focused and improved Environmental Health & Trading Standards service and Public Analyst service
- We will play our part in partnership working on community safety, protecting vulnerable people, health and wellbeing and other community planning priorities
- We will work to protect the public from poor-quality, private sector housing and to maintain the built environment and granite heritage
- We will contribute to a greener, cleaner and safer city through developing and improving our Grounds Maintenance and Street Cleaning services

Public –

This report is likely to be of interest to the public, as it refers to the arrangements in place for health protection in Grampian.

Equalities and Human Rights Impact

An assessment has been completed for the JHPP. The JHPP has an overall positive effect on inequalities in health which it seeks to address through targeted interventions aimed at protecting those most at risk from a variety of communicable diseases and environmental hazards

7. MANAGEMENT OF RISK

The Public Health etc. (Scotland) Act 2008 places a duty on Health Boards and Local Authorities to co-operate on health protection matters, and produce a Local Health Protection Plan. Should the plan not be approved by committee there will be a risk that the Council fails to properly implement this statutory requirement under the Public Health etc. (Scotland) Act 2008. This may lead to legal challenges, censure by central Government and its agencies, this in turn would lead to serious reputational damage and may even require emergency measures to be put in place to rectify any failings.

The Managing Risk form was used to determine the level of risk

8. BACKGROUND PAPERS

Draft Joint Health Protection Plan

<http://committees.aberdeencity.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13338&path=13004,13309>

9. REPORT AUTHOR DETAILS

Hazel Stevenson

Environmental Protection Manager

hstevenson@aberdeencity.gov.uk

01224 523390

ABERDEEN CITY COUNCIL

COMMITTEE	Communities Housing and Infrastructure
DATE	25/8/2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Report on Flooding – December 2015 – Jan 2016
REPORT NUMBER	CHI/16/163
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To provide the committee with an overview of the flooding events over December 2015 and January 2016 as they affected Aberdeen City.

2. RECOMMENDATION(S)

That committee members note the efforts of staff in responding to the flooding events and to also note that recommendations and actions arising from the events will be carried forward by a group led by the Director of Communities, Housing and Infrastructure.

3. FINANCIAL IMPLICATIONS

There are no direct financial implications arising from the content of this report.

4. OTHER IMPLICATIONS

The actions identified in this report will require all Services of the council to dedicate staff time to ensure they are prepared to lead any emergency response and provide support to any corporate emergency response.

5. BACKGROUND/MAIN ISSUES

December 2015 and January 2016 saw Scotland experience some of the most severe flooding in recent memory as a series of storms

passed over Scotland bringing sustained and persistent rainfall. This series of storms was influenced by the pattern of the Jet Stream.

Storm Frank (30 December) brought high intensity rainfall over a 24hr period falling on very saturated catchments and resulted in flooding impacts in many parts of Scotland. Over 100mm of rainfall was recorded in the Upper Dee catchment. SEPA recorded the highest water levels in 40 years (by a large margin) at many local river stations. SEPA recorded the highest flow at the Woodend gauging station along the River Dee, which has an 87 year long flow record.

SEPA's estimate is that the event of 30 December 2015 in Ballater is possibly as rare as having a half a percent chance of happening in any given year. There has been significant flooding in Ballater in the past (1951, 1937, 1829, 1768, 1642) with anecdotal evidence that the flood of 1829 was possibly larger and more devastating. However the flood of 30 December is certainly the largest flood in living memory.

Record rainfall and flows

- December was the wettest month on record for Scotland (351.4mm in December on average; source Met Office).
- Over 120mm rainfall in 24h over the Cree catchment in Dumfries and Galloway on 30th December.
- 364mm rain was recorded between 2-8 January in Tayside by SEPA raingauge in Waterside (North Esk in Glen Esk).
- Locally, record water levels were seen on the Dee (estimated to be the highest level over 87 year period of record) and Don (highest level over 45 year period of records).
- On the 30th Dec the River Dee at SEPA's Park Gauging Station was 1.5m above the previous high set in November 2002.
- For the River Don on 7-8 January, SEPA recorded its highest river levels on record at Parkhill station (43 year period of record) and Haughton station (45 year period of record).
- The River Don at Parkhill station in upstream of Dyce was 1.369m above the previous high (Nov 2002).

In summary, significant flooding occurred throughout Aberdeenshire and on the 30th December and 7th January within Aberdeen City. Further potential significant flooding from the River Don in the Grandholm area of the Bridge of Don was expected on the 7th January. Thankfully this did not materialise although a number of significant actions were taken to mitigate the potential effects.

Over the period, the Emergency Planning Unit represented the City Council at various Local Resilience Partnership (LRP) meetings and, as required, activated colleagues to respond. Roads and Infrastructure staff were heavily committed throughout, dealing with roads, bridge and

other infrastructure issues, supporting the emergency services and members of the public.

Housing and Social Care staff supported evacuees, particularly from Sheltered housing near the Bridge of Dee and from Care Homes in the Grandholm area. Other staff including members of the Media Team, Education and Facilities Management were also directly involved in supporting the response.

The Council Corporate Incident Management Team led by the Director of Communities Housing and Infrastructure was called together on 7th January to coordinate the Council's response.

Timeline of Events

On Wednesday 30th December 2015, A Local Resilience Partnership (LRP) – this is the multi-agency partnership grouping that coordinates overall emergency planning and response in the Grampian area – meeting was held at 16:00hrs in response to Met Office and SEPA warnings.

The purpose of the meeting was to discuss/coordinate:

- Potential Impacts
- Agency Preparedness
- Warning & Informing
- Escalation Arrangements if required

The main concerns were the predicted level of the Dee within Aberdeenshire.

At this stage Aberdeen City Council reported:

No issues to report - usual call out process is in place and will monitor the situation appropriately. 2500 sandbags are available as required. Will monitor the lower Riverside Drive/ Duthie Park area of the River Dee for any potential localised flooding. Merchant Quarter area of Aberdeen City Centre has been given some additional attention and gullies have been cleaned.

By 07:30 on the 30th several calls had been received by the Emergency Planning Unit regarding flooding in Braemar and Ballater. Aberdeenshire Council were active and responding as required.

A further LRP meeting was called for 10:00 hrs. Advice from SEPA that River Dee level still rising. Not expecting flood warning level at Maryculter to be given until after 14:00 hrs. Riverside Drive expected to flood later in the day.

At around 17:00hrs Mike Cheyne (Roads Infrastructure Manager) received information from SEPA advising him that River Dee levels in Aberdeen would potentially be higher than those experienced in 2002.

By 17:30hrs Housing colleagues (Kate MacDonald) undertook to organise a team to respond to any Rest Centre that was to be set up.

In addition, the British Red Cross agreed to provide volunteers to support this.

By 19:00hrs it was apparent that a Rest Centre would be required and contact was made with the Norwood Hall who had offered to provide help.

At 21:52hrs evacuees from Bridge of Dee Court Sheltered housing began to arrive. In total 14 people were looked after by Housing and Social Care staff overnight and into the next day at the Norwood Hall.

Continuing rain and high river levels led to the LRP meeting regularly from 1st January through to the 5th January. Through that period the City Council was monitoring the situation, dealing with clean up from the 30th, temporarily closing Duthie Park car park and liaising with David Lloyd Sports Centre and Aberdeen Harbour regarding abandoned and parked cars in potential risk areas.

The Beach Ballroom was kept on alert in case River Dee levels in Aberdeen led to wider evacuations.

On Wednesday 6th January, in response to specific warnings from the Met Office and SEPA, an LRP meeting was convened at 14:30hrs

SEPA provided the following update

The key area of concern is the River Don at Inverurie with expectation of similar river levels as seen on Monday 4 January 2016. All other water courses are expected to be lower than previous recent events, the River Dee in particular is likely to be 1/2 to 2/3's the level of previous events. SEPA did not indicate a concern for other rivers in the Grampian region at this time but will update once models are refreshed on 7 January 2016.

At the next LRP meeting at 11:00 hrs on the 7th January SEPA advised that there would be severe flooding at Inverurie. This information led to the immediate establishment of the council's Incident Management Team under the chairmanship of Pete Leonard to consider the possible impacts on Aberdeen City – particularly at Grandholm. Bridge of Don Academy was identified as an evacuation centre and liaison took place with potentially affected Care Homes regarding evacuation arrangements.

At 17:00 hrs, based on information received and considering the vulnerability of residents, the Incident Management Team decided that Grandholm and Woodside Care Homes should be evacuated. It was further agreed that, due to its location, Persley Care Home should not be evacuated and that a standby generator be requested from Scottish and Southern Energy (SSE) for that site. (This was provided). Individual vulnerable people within the affected area were contacted

and accommodation was prepared to provide these individuals with care and shelter if required.

Tom Cowan and his team, including NHS colleagues, undertook a huge amount of work throughout the evening and night to plan and successfully carry out the evacuations from the care homes and ultimately return evacuees safely once it was clear that flooding would not occur. This work involved the movement of frail, vulnerable, frightened people in atrocious weather conditions. A separate report will be produced by H&SCP that will detail the many specific challenges and stellar efforts of staff in carrying out these evacuations.

At the 18:30hrs LRP meeting SEPA advised that their modelling showed never before seen flow rates on the Don at Parkhill but that their modelling showed that the Don's banks would not be breached. They clarified that this modelling had never been tested in an actual event and depended on the integrity of the river banks.

At the request of the City IMT, SEPA confirmed that, based on their models, they would not be issuing a severe flood warning for the Don in Aberdeen. (they will not issue warnings other than for major watercourses so the issue of the Mill Lade in Grandholm is not something they would consider).

This led the council IMT to issue a media statement advising people in Grandholm that, because of the threat from the Mill Lade, they should evacuate. Bridge of Don Academy was now open and ready to receive evacuees. Andy Campbell led a team there overnight which included social care colleagues and Red Cross volunteers. Housing colleagues were on standby to respond should evacuees begin to arrive.

As it turned out no-one chose to use the facility but hearteningly, Andy received a number of visits from local people offering various forms of support.

The predicted peak level at Grandholm was 08:00hrs and, whilst levels got very close to the top of the Mill Lade, thankfully flooding did not occur.

During this period, issues were escalating in the Culter area. Councillor Boulton was heavily involved and had direct contacts with the operational response in that area. The IMT were mostly unsighted on activities in Culter as, although, a local Community Resilience response had been instigated, its activation had not been formally notified to IMT. A number of properties were affected with some evacuations although some residents chose to remain in their homes. The boiler house at Culter school, which is below ground level, experienced water ingress which knocked out the electrical equipment controlling the boilers. The boiler house has a sump pump but that was also knocked out.

The boiler required a new part to get it going again and this part was not available locally so the school had to remain closed for a week.

Plans were prepared to decant the school to Cults Academy and to the local sports centre to avoid disruption running into a second week but the boiler was fixed and school resumed the following week.

Throughout the whole period, Mike Cheyne and staff at Tullos were working flat out to provide sandbags, respond to calls for assistance at areas flooded by surface water, and, later in the morning, carry out winter maintenance work due to forecast freeze.

Effect on Council Functions

Roads staff were heavily committed in deploying sandbags, implementing road and bridge closures and responding to requests for support.

Housing and Social Care staff were also heavily committed in the provision of support to people evacuated from Bridge of Dee Court sheltered housing complex and in the evacuation of the Care Homes in Grandholm.

Education and Childrens Services colleagues were involved in setting up Bridge of Don Academy as a possible rest centre.

The Media team worked alongside partner agencies to deliver multi agency public communications. They also supported the council's own efforts.

Senior Managers came together to form a Council Incident Management Team.

The Emergency Planning team were involved throughout, providing support to Aberdeen City and Aberdeenshire Councils.

Assessment of Response

The response was generally successful and appropriate although some staff members who were asked to carry out tasks such as managing a Rest Centre or evacuating Care Homes will have felt exposed due to lack of familiarity with, and training for, emergency roles.

The fact that part of the event happened during a holiday period created challenges as few officers are formally "on-call" and there was significant reliance on a core group of individuals.

Some areas of the response were particularly good, including the precautionary evacuation of Care Homes in Grandholm, the establishment of a Corporate Incident Management Team and the efforts of Roads, Housing and Social Care staff.

The early formation of a Corporate Incident Management Team led by Pete Leonard was invaluable and allowed information to be shared and assessed effectively. This led to informed decisions being made quickly.

Lessons Learned & Recommendations

Four debriefing sessions were held to capture learning from the events. These covered: Roads response; Housing and Social Care Response; the Corporate Incident Management Team response and a final session with the Council Group Leaders.

A good number of operational recommendations and actions arose from these debrief sessions.

Two strategic recommendations were made and agreed by CMT:

These were:

That a council resilience group chaired by Pete Leonard be established to implement the recommendations arising from this incident.

That this resilience group will report to CMT and that an executive summary of the Incident Report be provided to CH&I August Committee (this report is that executive summary).

6. IMPACT

Improving Customer Experience –

The actions arising from this report will assist the council in ensuring that the impacts of flooding on the citizens of Aberdeen can be mitigated as far as possible.

Improving Staff Experience –

The actions arising from the report will encourage engagement by all staff to participate in service and corporate contingency planning and will encourage staff to volunteer to support the council's efforts where no defined role exists for them.

Improving our use of Resources –

There is no direct correlation between this report and an improved use of resources.

Corporate -

The key corporate link is with the Single Outcome Agreement – Safer Communities and also links with elements of the Community Plan relating to flooding. The actions arising from the report will further enhance the council's partnership working with all other Category 1 responders as defined by the Civil Contingencies Act 2004.

Public –

There are no implications arising from this report with regard to Equality and Human Rights Impact Assessment (EHRIA) or Privacy Impact Assessment (PIA).

7. MANAGEMENT OF RISK

There are no risks arising from this report.

8. BACKGROUND PAPERS

There are no background papers accompanying this report.

9. REPORT AUTHOR DETAILS

David McIntosh, Emergency Planning Strategist,
dmcintosh@aberdeencity.gov.uk, 01224 522261

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Aberdeen City Hydrogen Energy Storage Operational Model
REPORT NUMBER	CHI/16/178
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To present to Committee the preferred option for operating the Council owned hydrogen station (Aberdeen Hydrogen Energy Storage - ACHES), located near Cove, on a commercial basis over 4 years.

2. RECOMMENDATION(S)

It is recommended that Committee:

- Instruct officers to proceed with the preferred operational model which includes leasing Aberdeen City Council's hydrogen van/car fleet to cover the estimated operational costs with any deficit made up by existing budgets within the Economic Development service;
- Approve a one year fixed term Hydrogen Facility Attendant post to undertake the safe daily operation of the site;
- Approve Officers to pursue external funding opportunities in order to increase the number of vehicles in the City therefore optimising utilisation of the station;
- Instruct officers to enter into operational leases for the hydrogen and fuel cell vehicles with external organisations as a means of revenue generation.

3. FINANCIAL IMPLICATIONS

The preferred option is to operate the station to service the hydrogen vehicles which are currently being trialled in the City and owned by the Council. These include two cars, two small vans and two larger vans. Revenues will be gained from leasing these vehicles which will cover the

operational costs. Two further cars will be managed by CoWheels therefore revenue cannot be gained from leasing them, however fuel revenues can.

The model assumes that no profit can be generated from the operation of the station due to conditions attached to the external funding. Therefore any surplus revenue generated will be used to cover any future deficit over the 4 year project life.

The annual cost to the Council of the preferred operational model is estimated at £48,900. This is based on costs to operate both the station (£44,500) and the vehicles (£4,400). The estimated annual income which could be gained is £41,908. This is from vehicle leases (£32,400) and fuel sales (£9,508). This revenue is based on the Council achieving a leasing price equivalent to market values. This is outlined further in Table 1.

Table 1: Annual Operating Costs

COSTS	Station	Vehicles	Annual Total
Including staffing, business rates, utilities, vehicle servicing, maintenance, parts etc.	£44,500	£4,400	£48,900
INCOME			
Including vehicle leases and fuel sales	£0	(£41,908)	(£41,908)
DEFICIT / (SURPLUS)			£6,992

This financial model predicts an annual deficit of £6,992 however the Council's exposure could increase if the vehicles were leased at a lower rate. If a lease price of 20% less was achieved then the annual operational deficit will rise to £13,472 and at 50% less the deficit will rise to £23,192. Any shortfall in operational costs will be met within existing Economic Development project budgets. The economics of the station can be improved by gaining additional revenue through increasing the number of vehicles using the refuelling station.

The financial model is also based on a conservative estimate of fuel use with each car refuelling once per week however it is anticipated that some of the leased vehicles will refuel more frequently depending on use.

The Hydrogen Facility Attendant post is a 1 year fixed term post. This post has been evaluated using the Council's agreed job evaluation scheme and the grade of the post is G4. Annual salary cost is £21,332 (including employer on-costs). This cost has been factored into the annual fixed costs.

Officers will review the financial model annually and report back to Committee. At the end of year 3 a report will be presented on future operating models of the facility.

4. OTHER IMPLICATIONS

It is essential for the refuelling station to be operated safely and according to industry best practice. In order to do this it is recommended that a fixed term post is established to undertake daily inspection checks, provide onsite security and information to customers. This post has been budgeted into the fixed operational costs and will be funded through revenue generated from vehicle leases and fuel sales. The job profile and specification for the one year fixed term Hydrogen Attendant Post has been approved by HR.

Both legal and procurement advice has been sought in relation to leasing Council owned vehicles to external organisations. No major issues were flagged up and if approved officers will develop leasing contracts based on the Aberdeen Hydrogen Bus project model.

5. BACKGROUND/MAIN ISSUES

Aberdeen City Council has facilitated a number of innovative hydrogen projects in the city. The build of the Cove hydrogen re-fuelling facility is nearing completion and at this time the Council, as owner and operator has to look at the requirements to operate a safe and efficient facility.

This station has the capacity to re-fuel cars, vans and buses and put the council in a position to support local businesses and other public sector organisations in the use of hydrogen transport technologies. The capacity will exist for the fleet of hydrogen vehicles available to be leased to a variety of different users to support the next stages in the uptake of hydrogen technologies.

Officers have identified a preferred operational model which is to operate the station to service the hydrogen vehicles which are currently being trialled in the City including two cars, two small vans and two larger vans. Revenues will be gained from leasing these vehicles which will cover the operational costs of the station. Two further cars will be managed by CoWheels therefore revenue cannot be gained from leasing them, however fuel revenues can. To date, 11 companies have noted interest in leasing hydrogen vehicles including a local taxi firm.

The operational model aims to optimise the use of the station by increasing the number of vehicles operating in the City. Officers are pursuing external funding opportunities to purchase more vehicles, some of which have already been identified as:

- HyTrEc 2 Interreg Project (European) bid which will provide funding for the purchase of 10 small vans. Aberdeenshire is also a project partner and will purchase 2 small vans. Revenue will be gained from leasing the vans as well as fuel revenue. Approval has already been gained by CMT (May 2015) to submit a conditional project bid for this. The project is under consideration by the funding body with a decision due in September 2016.
- Office of Low Emission Vehicles (UK) Fuel Cell Electric Vehicle Fleet Support Scheme. This UK Government fund will cover up to 75% of the costs of new vehicles bought by April 2017, as well as the cost of

running them for up to 3 years. Support will also be available for the leasing or renting of vehicles, insurance, hydrogen fuel and servicing. A bid has been developed for up to 16 fuel cell cars, which would be leased to external organisations. Written confirmation has been received by the external organisations participating in the bid.

6. IMPACT

Improving Customer Experience –

Public & private organisations will gain first-hand experience of new vehicle technologies through business lease ‘trials’ as well as have the opportunity to hire the hydrogen cars through Co-Wheels.

Improving Staff Experience –

Staff will have the opportunity to hire a hydrogen car through Co-Wheels.

An additional post will be created to in the form of a Hydrogen Facility Attendant post therefore upskilling the local workforce.

Improving our use of Resources –

The station is a Council owned asset therefore optimising utilisation will increase the potential for revenue generation. The more hydrogen vehicles that come into the city, the more revenue can be generated through hydrogen fuel sales.

Corporate -

ACHES is a project within the Strategic Infrastructure Plan. The project also supports the Regional Economic Strategy which identifies hydrogen as an area of focus under the innovation theme with an objective to maximise the potential of hydrogen, energy from waste and other renewables technologies to develop a medium-long terms demand for the transferable skills in the oil and gas sector.

Public –

The ACHES facility is located in a busy residential community in Cove and therefore of interest to the public. As owner and operator of the ACHES facility, ACC has a duty of care to ensure that its employees working on the site, visitors and the public are entering a safe working environment, where all possible risks have been identified and integrated into appropriate and safe working practices.

7. MANAGEMENT OF RISK

Risk Category	Risk(s)	Mitigating Action (s)
Financial	Quantification of fixed costs	As many fixed costs have been quantified as possible with various services and external organisations in order to present a full commercial fixed cost model for operation of a hydrogen facility.
	Calculation of leasing charges	Research into leasing costs of various vehicle types has been investigated to

		conclude suitable and market ready leasing rates.
	Unforeseen costs	The Economic Development budget has apportioned an annual amount to bridge any unforeseen costs in the early years of this commercial model.
Legal	Vehicle leasing contracts	The ACC legal, procurement and insurance teams have been integral in developing legal agreements for leasing parties.
	Contract with Hydrogenics	As part of the funding for the ACHES facility, a 4 year maintenance agreement was included in the costs already paid, reducing what would be a substantial initial fixed cost in the early years of such a commercial business case
	Legal standards	Consideration has been given to a number of 'codes of practice' and where applicable legal standards for owning and operating a hydrogen re-fuelling station. Where required, ACC has sought external guidance.
Employee	Hydrogen Attendant role	Creating a new position in a new sector in the city has required assistance from Hydrogenics as to the daily tasks required and experience. The responsibilities of this attendant will be in line with other ACC Attendant positions, distinguishing between daily activities and management of the facility, which will remain in Economic Development
	Council Employees	A vast range of ACC Services have been engaged in the process of generating the commercial model for ACHES and assisting with the practical requirements for operation of the facility.

8. BACKGROUND PAPERS

- Aberdeen City Hydrogen Energy Storage Business Case
- Strategic Hydrogen Programme EPI/13/208 (Nov 2013)
- Aberdeen City Hydrogen Energy Storage (ACHES) Project EPI/13/266 (21st Jan 2014)
- Aberdeen Hydrogen Strategy and Action Plan 2015-2025 CHI/14/048 (Mar 15)

9. REPORT AUTHOR DETAILS

Amy Perry, Project Officer, aperry@aberdeencity.gov.uk
(01224) 523855

Emma Watt, Senior City Development Executive, ewatt@aberdeencity.gov.uk
(01224) 522976

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	World Energy Cities Partnership Annual Report
REPORT NUMBER	CHI/16/120
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

This report seeks the approval of Committee of an annual update on the activities of the World Energy Cities Partnership (WECP). Aberdeen is a founding member.

2. RECOMMENDATION(S)

It is recommended that Committee:

- a. Note the activities of the WECP in 2015/2016
- b. Instruct officers from the Economic Development service to report to the Committee annually on the activities of the WECP.
- c. Approves the payment of the annual membership fee to WECP.

3. FINANCIAL IMPLICATIONS

There are no further financial implications as the Economic Development service budget contains provision for the annual membership fee of US\$8,000 (£6,100) as approved at CH&I Committee on 20 Jan 2016 within Report CHI/15/300 (link below):

<http://councilcommittees.acc.gov.uk/documents/s53374/International%20Trade%20and%20Investment%20Appendix%201.pdf>

There are no State Aid implications.

4. OTHER IMPLICATIONS

Staffing: The Council's Business and Skills Manager (within the Economic Development Service) is the key contact for the WECP Secretariat in Houston, chairs the WECP Economic Development Committee, develops and supports relevant WECP projects including inward visits, and supports and advises the Lord Provost, who is on the WECP Board of Directors. The Head of Economic Development also contributes where required.

5. BACKGROUND/MAIN ISSUES

The WECP was founded in 1995 by Aberdeen, Houston, Perth (Australia) and Stavanger with the aim of creating a global network of cities that host energy industries. In 2016, the WECP membership numbers 19 cities:

Aberdeen, Scotland, UK
Atyrau, Kazakhstan
Calgary, Canada
Cape Town, South Africa
Dammam, Saudi Arabia
Daqing, China
Doha, Qatar
Dongying, China
Esbjerg, Denmark
Halifax, Canada
Houston, USA
Karamay, China
Kuala Lumpur, Malaysia
Luanda, Angola
Perth, Australia
Rio de Janeiro, Brazil
St John's, Canada
Stavanger, Norway
Villahermosa, Mexico

WECP's Board of Directors comprises the Mayors of each city, supported by designated WECP officers from the city authorities. The elected President is Mayor Mike Savage of Halifax, Canada and WECP is supported by a Secretariat based in Houston.

WECP meets twice a year, once in Houston each May for a working meeting to coincide with the Offshore Technology Conference and once in a member city each October for an Annual General Meeting. Attendance by the Lord Provost (or his/her representative on an exceptional and pre-agreed basis) and WECP designated officer at both annual meetings is a requirement of WECP membership.

Recent WECP Activities

Economic Indicators Project: Stavanger, Aberdeen and Halifax have collaborated on a project to develop a set of economic indicators to allow member cities to benchmark their economic performance, identify areas of good practice and share learning, and develop new ideas for joint work. A full baseline set of indicators will be presented at the 2016 AGM in Cape Town in October 2016.

Inward visits: At the time of writing, 10 of the 17 inward business or Government delegations that the Economic Development service has hosted to date in 2016 were from fellow WECP cities (Esbjerg, Cape Town, Houston x 3, Kuala Lumpur, Halifax, Stavanger x 2, Dongying).

Academic links: Both of Aberdeen's universities have been closely involved in developing joint projects and funding bids with WECP member city universities in recent years, notably Stavanger and Esbjerg.

6. IMPACT

Corporate - The contents of the report relate to supporting the Regional Economic Strategy for the North East of Scotland and in particular, the internationalisation priorities and anchoring the oil and gas sector and diversifying the economy – within the energy sector itself; and into other key sectors. The contents of the report also relate to delivering some economic development aspects of the Administration's Smarter Aberdeen vision.

Public – Neither an Equality and Human Rights Impact Assessment nor a Privacy Impact Assessment is required for this report. There may be some public/media interest in overseas travel by Elected Members and Officers undertaken as a requirement of WECP membership.

Improving Customer Experience – Aberdeen's membership of WECP supports the customer (in this case the Aberdeen business community) experience by:

- Utilising WECP global contacts to facilitate direct business to business links, paving the way for Aberdeen companies to win new export business
- Maintaining and building on the profile of Aberdeen as a global energy capital and world centre of excellence for subsea technology

Improving Staff Experience – Supporting WECP membership provides the staff involved with valuable experience of dealing with a wide range of internal (Elected Members, senior officers) and external (businesses, Government

personnel, diplomats etc) customers from a range of countries, cultures and backgrounds.

Improving our use of Resources – By building strong relationships and sharing good practice with other global energy cities, the Council is able to showcase its strengths and learn from other cities facing similar challenges and opportunities within the oil and gas sector itself, and the wider energy sector.

7. MANAGEMENT OF RISK

Health and Safety: Membership of WECP requires two overseas visits per year by the Lord Provost and the designated WECP Officer (or their representatives), once in Houston each May for a working meeting to coincide with the Offshore Technology Conference and once in a member city each October for an Annual General Meeting. The health and safety implications of all overseas journeys are taken into account during planning, with any exceptional implications to be addressed at the time. Officers regularly review the travel advice provided by the Foreign and Commonwealth Office and are in contact with counterparts in-country to ensure information is accurate and up-to-date. When participating in overseas journeys, Council officers and Elected Members are covered by the Council's insurance policy. A risk assessment is carried out for each overseas journey.

Risk Management: The risks associated with **not** continuing member of WECP are:

- Aberdeen's position as a global energy capital would be compromised and there would be a serious risk of loss of visibility on the world energy industry stage if profile was not maintained and enhanced through WECP meetings and links;
- With the current low oil price and general downturn in the global oil and gas sector, the greatest opportunities for growth are to be found in established and emerging export markets, so support to enable businesses to exploit these opportunities is much needed.
- The Council would not be fulfilling its economic objectives in the Single Outcome Agreement, the vision for Smarter Aberdeen, or the Regional Economic Strategy, which has internationalisation as one of its four pillars.

8. BACKGROUND PAPERS

- Regional Economic Strategy
- 2016/2017 International Trade and Investment Plan CHI/15/300 approved at Communities Housing and Infrastructure Committee on 20/1/16

9. REPORT AUTHOR DETAILS

Richard Sweetnam, Head of Economic Development
01224 522662 rsweetnam@aberdeencity.gov.uk

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	European Social Fund – Employability Pipeline
REPORT NUMBER	CHI/16/154
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To inform committee on the successful award of funding from European Social Fund (ESF) to enable delivery of an enhanced employability pipeline service in Aberdeen (“Aberdeen Pipeline to Progress through Positive Partnerships”). This project will form part of the delivery activities within “Aberdeen Works” as per the City Centre Master Plan.

To provide Committee with information on the rationale, objectives and target outcomes for the proposed additional service.

To seek permission from Committee so that the Economic Development service are able to establish and access an agreed contingency fund of £200,000 from the City Centre Masterplan budget which may be accessed to underwrite a portion of eligible delivery and support costs if match funding cannot be secured for all eligible costs. (ESF funding provides only 40% of the actual projected project delivery costs).

2. RECOMMENDATION(S)

It is recommended that Committee:

- i Approves the acceptance of the offer of a grant from Scottish Government;
- ii Agree to support the stated objectives and outcomes of the proposed intervention;
- iii Approve that 1.4 FTE posts from within the Economic Development Service are assigned to management and delivery of the project;
- iv Approve that financial support not exceeding £200,000 be made available from the City Centre Masterplan to underwrite approved project expenditure that may not attract external match funding;

- v Instruct officers from the Economic Development Service to submit regular progress reports on actual vs target achievements to Communities, Housing and Infrastructure Committee.

3. FINANCIAL IMPLICATIONS

(Further details on funding will be contained within the final committee paper)

The project proposal submitted to ESF came to a total projected cost of £2.198 million.

On 10 May 2016, the Council was offered the following level of grant from ESF: (£ 856,166)

- A total of £106,135 (being 40% of the management and delivery costs over the financial years 2016 to 2019)
- A total of £750,031 which represents 40% of the operational costs over the financial years 2016 to 2019

Staffing

It is proposed to use 1.4 fte posts from within the Council's Economic Development Service to support the project. The delivery of this project will attract 40% of the eligible staff costs to Aberdeen City Council, which with on costs will be in the region of £ 61,830 income over the 2.5 years duration of the project.

Operational costs

The operational costs relate to supporting beneficiaries to progress further along the Scottish Government's Employability Pipeline. Assuming agreement to proceed, the proposed operating model assumes:

- All training and support services are procured via Public Contract Scotland by the Commercial and Procurement Services
- Potential suppliers (training providers) will be asked to identify their ability to make a full contribution of the 60% match funding element for their proposed element of the project, with tenders 'scored' on this basis.

Officers have undertaken 'market testing' of the operating model with local providers and anticipate that tenderers will be able to both provide the level of service, and meet the match funding requirements, ensuring minimum potential financial exposure for Aberdeen City Council.

Additional Costs

The final cost element of the proposed project will vary dependant on the specific individual needs of beneficiaries. We anticipate that these will include:

- travel costs - to attend the workshops and services and

- child or dependent care.

Additionally, 60% of costs will need to be sourced for:
Development of Management Information system (MIS)
Neighbourhood Audits

As ESF funding will only cover 40% of these costs, alternative sources will need to be identified to cover the outstanding 60%. This report requests that if alternative match funding is not available for these support services then the unfunded element be drawn from the contingency amount requested in recommendation iv.

The challenge at this stage of the project's development is to predict demand for the support services (and additional costs). As part of the 'market testing', discussions with Department of Work & Pensions (DWP), indicates that it may support the payment of eligible travel and dependent care costs.

On account of this uncertainty, it is proposed to create an ability to draw down a maximum of £200,000 from within the Council's City Centre Masterplan budget over the financial period 2016 to 2019 as a 'contingency'.

It is not anticipated that these funds will be required, however as this request represents less than 10% of the complete intervention costs which has the potential to increase service delivery capacity by up to 40% in some council funded support services, and engage with up to 4000 disengaged individuals, this underwrite is necessary to lever in the additional monies and make a large positive impact on service delivery.

An example of this multiplier would be if £50,000 was the existing budget for the delivery of an eligible service e.g English for Speakers of Other Languages (ESOL), then by delivering this as part of the ESF project a further £ 20,000 could be added to the English for Speakers of Other Languages (ESOL) budget per year of the programme.

4. OTHER IMPLICATIONS

As existing unfilled posts will be used to manage this intervention there will be no additional workload on existing members of staff, nor negative impact on the existing service delivery.

5. BACKGROUND/MAIN ISSUES

This project has been developed in response to a variety of city wide opportunities and threats.

- Economic driver – the downturn in the oil and gas sector has seen an increase in the number of people 'actively seeking' work across all industry sectors. Those recently redundant, are more 'employment ready' which will see many of our targeted beneficiaries become even further removed from job opportunities

- Information deficiency – the market testing (across Council services, and externally), identified a need for a more coordinated approach to service delivery, information sharing and maintenance.
- Support those furthest from the labour market in alignment with the Welfare Reform Act 2016
- Opportunities created for engagement and employment via the adoption of targeted recruitment and training clauses within the procurement act.
- Scale – effective and improved collaboration across key agencies, council services and local training providers, could boost the number of outputs/ outcomes by at least 40% at no additional financial cost.

In response, the overall aim of the project is to develop and establish a Strategic Skills pipeline in the city. Specific objectives are to:

- Work towards delivering the objectives of the “Aberdeen Works” project as per the City Centre Masterplan
- improve the co-ordination of all service provision;
- ensure that those clients receive a tailored support designed specifically to address their needs/ circumstances;
- improve and increase the level of employability support available in the city, with a specific focus on the five regeneration priorities (Middlefield, Torry, Woodside, Seaton and Tillydrone).
- to actively engage with those individuals who are furthest removed from the labour market with significant barriers to engagement and progression.
- Provide the enablers to increase wider participation in the city centre activities.
- Align with the Tackling poverty and Inequality strategy to ensure clients are supported to progress from an employability intervention.

Table: Nearly 1 in 3 of all out of work claimants live in these areas

	Total Claimants	Job Seekers	ESA and incapacity	Lone Parents	Carers	Others	Disabled	Out-of-work benefits ¹
	n	n	n	n	n	n	n	n
Torry	1290	220	750	135	80	15	90	1120
Kincorth	645	95	375	45	60	5	50	520
Woodside	550	95	320	60	30	5	30	480
Seaton	520	80	330	55	20	10	25	475
Tillydrone	600	120	330	65	25	20	40	535
Middlefield	475	75	230	70	60	5	35	380

Aberdeen City	14,510	2,250	8,290	1,145	1,050	240	1,260	11,925
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April 2016 ONS

Proposed Delivery Model

The project will operate across five key stages of the Scottish Government's Employability Pipeline

1 – Audit/Assessment/referrals

Project commences with regeneration area audits, engaging with individuals within their homes, food banks, credit unions and money advice centres to identify need and barriers and encourage project participation. Referrals will be drawn from internal & external sources neighbourhood audits, community projects, NHS Grampian, housing support, Social work, Skills development Scotland, training providers, schools and DWP. Support to develop individual action plans.

2 – Overcoming barriers

Delivery of “soft” neighbourhood based interventions focusing on, improving health and wellbeing, finance, childcare, housing, English for Speakers of Other Languages (ESOL) advice, development of core skills, initial action plan development whilst supported by allocated key workers;

3 – Work focused training

Bespoke training and support to develop employability and vocational skills – to include business start-up, volunteering awareness, interview and presentation skills, linkages to flexible support funding will be given to work ready clients.

4 – Work activity

Clients ready to progress to this stage will be supported and encouraged to engage in appropriate employment or work placements, continued support from key workers, supported employment provision including individual placement and support, addressing disabilities and mental health issues;

5 – Job Sustainability

Ongoing aftercare support, financial advice and promotion of Individual Learning Accounts (ILA) for clients in ‘precarious’ employment to enable progression as well as helping tackle barriers that may prevent them undertaking additional hours and securing longer term and more permanent employment.

The project will deliver the following service across all the five stages:

- Neighbourhood Audit (five areas) – directly with residents in their homes, community centres, housing offices and neighbourhood projects.
 - Output: development of support database for project and partners to refer clients to relevant support services.

- Key referral route into the intervention; Production of neighbourhood reports. Development of appropriate support services
 - Outcome: identify/ quantify barriers to engagement, training and work and robust referral route;
- Key Workers – given the anticipated needs of the beneficiary group. each participant will be allocated a specialist key worker to support their progression throughout their pipeline journey
 - Output: 10 additional key workers; up to 4,000 beneficiaries engaged; up to 2,000 individualised action plans;
 - Outcome: knowledge of barriers, abilities and aspirations and response action; motivation of beneficiaries; better coordination with training and work placement providers, and employers.
- Operations - To ensure maximum success, a flexible response and programme is required. Invitations to tender will be posted on Public Contract Scotland inviting suitable training organisations to submit proposals to offer training across all stages of the employability pipeline.
 - Output : additional employability contracts in place to supplement, develop and link existing provision
 - Outcome: pool of specialised training providers and service areas to improve and sustain progression and job outcomes; better understanding of need/ demand, and maximising the Council's role in providing work placement, modern apprenticeship and/ or targeted recruitment and training clauses in its procurement (and, over time, via Community Planning Aberdeen partners).
- Evidence – the consultation already undertaken by officers already suggests the coordination/ collaboration benefits from the project will provide opportunities for deeper engagement across other Council services including Community Learning, Housing, Social Work and Communities.

The target beneficiaries are:

- Unemployed people;
- Those in low paid employment;
- Clients in recovery;
- Other disadvantaged people (including people with long term health issues, disabilities, alcohol/drug misuse, ex-offenders, looked after children);
- Women returners;
- Care leavers;
- Those whose first language is not English;
- Ethnic Minorities;
- Underemployed or workers on zero hours contracts seeking to secure additional hours or more stable and less precarious employment.

6. IMPACT

Improving Customer Experience –

A successful project will positively impact on the well-being of the people participating in the project. In the longer term this will reduce both demand and cost of providing other interventions to these groups, and have a positive impact on unemployment in the regeneration areas.

Improving Staff Experience –

As the project aims to work in partnership across all Council services, increasing service and support provision to identified target groups, ultimately attaining a higher ratio of positive outcomes which with the increased co-ordination of services (internal and external) will support staff to deliver against their objectives and raise morale.

Improving our use of Resources –

If the ESF funded project is approved, the Council's Economic Development Service will 'ring-fence' 1.4 FTE posts to support delivery. Given the level of grant and partner intervention, the Council will therefore be able to deliver a £2million + employability pipeline intervention with the only financial cost being the contingency pot of £ 200,000 which will only be used if match funding cannot be sourced to cover specific beneficiary needs e.g. care, travel etc. Participation will also allow other Council services to increase their related client service provision providing they are responding to the target beneficiary groups.

Corporate –

The contents of the report relate to supporting the Regional Economic Strategy to secure the well-being of the place and our people in the North East of Scotland and in particular, the inclusive economic growth priorities to lower barriers to access of employability and jobs. The contents of the report also relate to delivering some economic development aspects of the Administration's Smarter Aberdeen vision

The delivery of this project will support the achievement of the Skills, Training and Employment strand within the City Centre Masterplan project EC11 – Aberdeen Works. Linking and supporting local people to the economic opportunities identified in the city centre masterplan.

The project is also a key deliverable in the Economic Development Service Plan in support of the objectives of the developing Regional Skills Strategy; and supporting the implementation of Developing the Young Workforce in Aberdeen.

Delivery of the Employability Pipeline initiative will positively impact on the achievement of the Local Outcome improvement plan objectives and the future locality plans.

Public

Neither an Equality and Human Rights Impact Assessment nor a Privacy Impact Assessment is required for this report.

7. MANAGEMENT OF RISK

If approval is not secured, there is risk to delivery of the Council's economic development objectives. As the proposal provides a greater integration and coordination across internal and external stakeholders responding to these issues, if it does not progress, there is a risk that the overall quality and sustainability of positive outcomes is compromised, that ultimately compromises the quality of life for people living in the city and the regeneration areas.

EU Referendum Outcome

Following the recent outcome of the EU Referendum vote there are currently no implications on EU projects as the UK is still full a member of the European Union. Applications submitted under ERDF, Interreg North Sea Region and Interreg North West Europe will be considered under the same criteria and rules as before the referendum.

8. BACKGROUND PAPERS

9

REPORT AUTHOR DETAILS

Heather Farquhar

Senior Officer (Employability)

hfarquhar@aberdeencity.gov.uk

01224 523361

ABERDEEN CITY COUNCIL

COMMITTEE	Communities Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	International Trade Initiatives
REPORT NUMBER	CHI/16/119
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

Further to the 2016/2017 International Trade Plan approved at Communities, Housing and Infrastructure Committee in January 2016, additional markets and overseas visits have been prioritised to further develop our internationalisation. This report therefore seeks approval for the Depute Provost's and accompanying officer's overseas travel and associated accommodation and subsistence, as detailed in the report, to support the internationalisation objectives as prioritised in the Regional Economic Strategy.

2. RECOMMENDATION(S)

It is recommended that Committee:

1. Approve the following activities (as described in the report and summarised in Appendix One) and the relevant costs of travel, accommodation and subsistence by the Depute Provost and one officer to the following destinations:-

1a. USA (Houston, Baton Rouge, Atlanta) October 2016

1b. Singapore to coincide with Subsea Asia and OSEA 27 November–3 December 2016 in Singapore.

2. Instruct officers from the Economic and Development Service to report back to the Committee on each activity referred to in 1a – 1b above as part of the Elected Members Overseas Travel Bulletin submitted to Council.

3. FINANCIAL IMPLICATIONS

The approved 2016/2017 Common Good Fund contains a budget line for a Business Investment Fund of £15,000 and all travel and associated project

costs for the Depute Provost will be met from this budget. All officer costs to be met from the Economic Development budget.

There are no State Aid implications.

4. OTHER IMPLICATIONS

Staffing: The Council's Economic Development Service will provide the staffing resource required through the International Trade and Investment team that is comprised of three FTE staff.

The 2016/2017 International Trade and Investment Plan approved at Committee in January 2016 states the international trade priorities by sector (energy); and by market (US, Canada, Norway, Mozambique, Mexico, Japan and the World Energy Cities Partnership) and the capacity of officers to support trade development activities in these areas. The successful implementation of the Plan depends on a fully-staffed team.

This report covers additional commitments over and above the approved Plan and therefore presents staff resourcing and reprioritisation issues that the Economic Development service will have to accommodate.

5. BACKGROUND/MAIN ISSUES

The Scottish Government Economic Strategy lists internationalisation as one of its 4 key pillars and the 2014 Wilson Review of Support for Scottish Exporting calls for further coordinated support for more Scottish businesses to export more products to more markets.

The Regional Economic Strategy also has internationalisation as one of its 4 key themes, underlining the importance of exporting to the success of the Aberdeen economy.

The Council's International Trade and Investment team helps to create the conditions for sustainable economic growth in the City by providing tailored support to City businesses to enhance their internationalisation (ie increase their export of products and services).

Officers support trade missions, host inward business delegations (over 30 in 2015), facilitate contacts between local and international companies, hold business seminars, attend key industry conferences and exhibitions and provide market intelligence – including leading in the creation of new international cooperation links in specifically identified niche markets in which Aberdeen City Council is particularly well placed as a facilitator compared to other trade support organisations.

To maximise benefit to the business community, the team frequently works in partnership with Scottish Development International, UK Trade and Investment and other local and national organisations via the North East Scotland Trade Group to ensure there is a coordinated approach to international trade activity planning, avoiding duplication and addressing gaps in service provision.

The approved 2016/2017 International Trade and Investment Plan already includes visits by the Depute Provost to Atlantic Canada, Mozambique and Mexico. The additional commitments now proposed are as follows:

1. USA (Houston, Baton Rouge, Atlanta) October 2016

2. Singapore to coincide with Subsea Asia and OSEA 27 November –3 December 2016

The next section sets out the case for each visit.

1. USA (Houston, Baton Rouge, Atlanta) October 2016

HOUSTON

The state of Texas has the second largest concentration of Fortune 500 companies in the US after New York with 54 companies. The key industry in Texas is Oil and the state oversees all parts of the production process being home to mining and crude oil companies, equipment companies, pipeline companies and petroleum companies [[Fortune](#)]. The activities for this industry are focused in Houston, the U.S. energy headquarters and a world centre for virtually every segment of the oil and gas industry including exploration, production, transmission, marketing, supply and technology.

LOUISIANA

More than 80% of the waterborne US oil rigs are located in Louisiana and according to the Energy Information Administration the state is ranked number two in both crude oil and natural gas production in the US (when including offshore production). The state has also been ranked within the top ten states for business climate and trade links with Great Britain are strong with more than 90 UK companies investing over \$1.4 billion in Louisiana, employing 2,200 (ranks no.4) across 423 facilities (ranks no.1). UK companies are particularly well represented in the energy industry an example being Hunting Energy Services who in March 2015 announced the company is completing a \$62 million industrial expansion of its facilities in Louisiana. The investment comes on top of Hunting's \$19.6 million investment in 2013. [[Louisiana Economic Quarterly](#)]

Baton Rouge is about an hour's drive East of Lafayette where the Council's activity has been focused to date, and has a diverse economy which includes the energy sector and has received foreign direct investment from the UK from Shell and BP [[Baton Rouge Area Chamber](#)]. There are a number of upcoming projects in the pipeline to improve infrastructure including a pipeline-to-rail project ([Florida Fuels](#)) and a Port Allen rail terminal ([Genesis Energy](#)) which will improve logistics for a variety of cargo including wood pellets from North Louisiana to be shipped to the UK for use as fuel for power plants.

ATLANTA

Key sectors in the State of Georgia that match with those identified in the north-east's Regional Economic Strategy include: Energy & Environment; Life Sciences; Food Processing; and Tourism. Regarding energy, the renewables sector is a key focus in this state which is ranked third in the US for biofuel potential with this industry expected to generate \$5 billion into Georgia's economy over the next 10 years. Georgia is engaged in extensive research on the use of biofuels, solar power, fuel cells, battery technology and waste to energy and the state ranks first in the nation in the percentage of electric vehicle registrations. Georgia's coastal waters also include large areas with good wind resources in shallow water that have the proximity to land sites for transmission grid access in addition to the strength of accommodating break bulk and overweight wind energy cargo at the Port of Savannah [[Georgia Department of Economic Development](#)].

Partner Activity:

USA (general)

- AGCC- USA Market seminar August 2016

HOUSTON

- Offshore Technology Conference (2-5 May 2016)- Aberdeen City & Shire Councils, SDI and UKTI participated, alongside 40 north-east companies
- UK Trade and Investment and Scottish Development International have offices based in Houston which cover the oil and gas sector in the Southern States including Texas, Louisiana and Georgia
- Scottish Development International may attend Unconventional Resources Conference in October 2016 in San Antonio, Texas, with a small representative Scotland stand at the DUG Eagle Ford conference and exhibition

Current Links:

HOUSTON

- World Energy Cities Partnership- Aberdeen and Houston are both founding members within the network
- Offshore Technology Conference- The Council has attended the world's largest oil and gas exhibition and conference for many years, establishing links and a network of connections
- Aberdeen- Houston Gateway- The Council has participated and hosted inward delegations associated with this since 2013, the most recent in March 2016 which included HM British Consul General, Karen Bell
- UKTI secondment- The Council hosted a secondment from UKTI's oil and gas team in Houston in 2011
- Inward delegations- The Council has hosted a variety of US groups visiting Aberdeen over recent years

LOUISIANA

- LAGCOE- The Council has participated in the two most recent events of this biennial conference, establishing a network of connections particularly with the economic development organisations there.
- Inward delegations- historically have hosted a number of inward delegations particularly between 2008-2010

ATLANTA

In recent years the efforts of Aberdeen City Council in the US market has focused on building strong links with Houston and to a lesser extent with Louisiana as described above. In recent years there has been no focus on establishing links with the city of Atlanta.

Future Opportunities:

Houston Opportunities: Houston is a world renowned energy base with established links with the City of Aberdeen. Opportunities exist to develop further in assisting local companies to export their products, skills, technologies and expertise.

Louisiana Opportunities: With Louisiana representing an important state in the USA for the energy industry and given the links already established around Lafayette, there is opportunity to develop further connections in Baton Rouge to assess demand for the products, services, skills and expertise of Aberdeen companies and make valuable introductions with local companies on both sides.

Atlanta Opportunities: Under the theme of innovation within the Regional Economic Strategy the objective to maximise the potential of hydrogen, energy from waste and other renewables technologies is included in order to develop a medium-long term demand for the transferable skills in the oil and gas sector. Developing links with Atlanta in this area could encourage the creation of opportunities for collaboration in research.

Barriers:

Barriers to trade with the US as identified by UKTI include:

- vast regional differences between the 50 markets/states
- strong competition, causing saturation of products or services
- high customer service expectations
- high cost of living in major cities
- significant time difference (between 5 and 8 hours behind)
- high cost for business insurance
- litigation is common
- expensive and time consuming process for work visas

Particularly in Louisiana, there is a strong emphasis on building relationships so in order to break in to what is quite a close-knit network there is a requirement to invest time spent in market.

Proposed Activity:

Visit by Depute Provost and one officer to Houston, Atlanta and Baton Rouge to strengthen existing relationships, learn about upcoming opportunities for Aberdeen companies, and raise awareness of/promote Aberdeen companies' capabilities.

Cost:

To be determined depending on programme content but likely to be in the order of £3,500 per person, all Member costs to be met from the Business Investment Fund line of the Common Good Fund and all officer costs to be met from the Economic Development budget.

Officer Commitment: One Economic Development officer to plan the visit programme and accompany the Depute Provost. Ideally the officer would have specialist knowledge and experience in renewables with a focus on wind and/or electric vehicles.

2. Singapore to coincide with Subsea Asia and OSEA 27 November –3 December 2016

SINGAPORE

Singapore is Asia's leading oil trading hub, it has extensive oil storage facilities and is looking to increase its refining capacity. The clean energy sector is also increasingly important area for Singapore and opportunities for UK business include:

- smart grids and renewable energy technologies such as photovoltaic (PV)
- deep tunnel sewerage systems
- water desalination projects
- civil works

[UKTI]

One of the world's top three export refining centres Singapore moving forward is actively exploring opportunities in promoting sustainable growth for the energy industry with a focus being to kick-start bio-diesel production and to develop next-generation technological capabilities in harnessing renewables mainly solar (given its location in the global sunbelt) also playing host to key players in wind energy [\[EDB\]](#)

Singapore is thought to be a strong prospective hub location, owing to its transport links, settled economies and stable government. In the 2013/2014 International Survey for Oil & Gas, Singapore was identified in the near time (next 5 years) to be a key country growing Scottish business internationally. In 2013 Singapore ranked second in the world after the US for revenue of market up 19 places since 2012/ 2013. [\(SDI\)](#)

Partner Activity:

- SDI have an office in Singapore

- UKTI have an office in Singapore
- Subsea UK will be hosting Subsea Asia in Singapore 29 Nov-2 Dec 2016
- Both universities are very active in Singapore, with Aberdeen University having visited Singapore March 2016 and RGU aiming to visit twice annually.

Future Opportunities:

Singapore provides opportunities to Aberdeen companies with a focus on Energy companies now and in the future as they have large oil and gas reserves and a desire to develop renewable energy sources.

Barriers:

Barriers to trade with Singapore as identified by UKTI include:

- public procurement process not transparent
- ranked in top third of countries in Corruption Perceptions Index
- a weak competitive environment
- tighter foreign worker restrictions including quotas

Proposed Activity:

Participation by Depute Provost and one officer in the SDI trade mission to Subsea Asia and OSEA 2016 (29 November – 2 December 2016) in Singapore.

Cost: To be advised once more programme details are known, but costs are likely to be in the order of £3,000 per person, all Member costs to be met from the Business Investment Fund line of the Common Good Fund and all officer costs to be met from the Economic Development Budget.

Officer Commitment:

One Economic Development officer to plan the visit programme and accompany the Depute Provost.

6. IMPACT

Corporate - The contents of the report relate to supporting the Regional Economic Strategy for the North East of Scotland and in particular, the internationalisation priorities and anchoring the oil and gas sector and diversifying the economy – within the energy sector itself; and into other key sectors. The contents of the report also relate to delivering some economic development aspects of the Administration's Smarter Aberdeen vision.

Public – Neither an Equality and Human Rights Impact Assessment nor a Privacy Impact Assessment is required for this report. There may be some public/media interest in overseas travel by Elected Members and Officers.

Improving Customer Experience – The Depute Provost's trade ambassadorial role supports the customer (the Aberdeen business community) experience by:

- Paving the way for Aberdeen companies to win new export business by facilitating direct business to business links
- Maintaining and building on the profile of Aberdeen as a global energy capital and world centre of excellence for subsea technology

Improving Staff Experience – Supporting the Depute Provost's trade ambassadorial role provides the staff involved with valuable experience of dealing with a wide range of internal (Elected Members, senior officers) and external (businesses, Government personnel, diplomats etc) customers from a range of countries, cultures and backgrounds.

Improving our use of Resources – By working in partnership with North East Scotland Trade Group partners on the delivery of coordinated trade development activities, the Council is able in some cases to share the workload and take lead or supporting roles where appropriate, without compromising the level of service delivered to the customer – the Aberdeen business community.

7. MANAGEMENT OF RISK

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

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

- City companies would have significantly reduced opportunities to enter new export markets and exploit export opportunities;
- Aberdeen's position as a global energy capital would be compromised if there was no local support, for example, to host high-level visiting business delegations; likewise, there would be a serious risk of loss of visibility on the world energy industry stage if profile was not maintained and enhanced at key overseas trade events;
- The Council would not be fulfilling its obligations in the Single Outcome Agreement, the vision for Smarter Aberdeen, or the Scottish Government Economic Strategy, which has internationalisation as one of its four pillars, as does the Regional Economic Strategy.
- Aberdeen-based companies are increasingly exposed to competition from international suppliers all looking to service the global oil and gas supply chain from locations around the world, some of which have a lower cost base than the North Sea. Targeted export market entry

support makes a key contribution to sustaining the competitive edge of Aberdeen companies.

- Loss of targeted local support to local businesses could contribute to their failure, or their decision to relocate from Aberdeen.
- With the current low oil price and general downturn in the global oil and gas sector, the greatest opportunities for growth are to be found in established and emerging export markets, so support to enable businesses to exploit these opportunities is much needed.

8. BACKGROUND PAPERS

- Scottish Government Economic Strategy
- 2014 Wilson Review of Support for Scottish Exporting
- 2016/2017 International Trade and Investment Plan CHI/15/300 approved at Communities Housing and Infrastructure Committee on 20/1/16
- Bulletin reports on the outcomes of each overseas visit undertaken by Elected Members submitted to Council 16/12/15, 29/06/16

9. REPORT AUTHOR DETAILS

Kathryn McFarlane, International Trade Executive (Energy)
01224 523510 kmcfarlane@aberdeencity.gov.uk

Depute Provost International Trade Overseas Travel Summary – Appendix One

MARKET	TRADE EVENT	TIME AND PLACE	OFFICER INVOLVE- MENT* all on a whom failing basis	COMPANY INVOLVE- MENT	MEMBER INVOLVE- MENT* all on a whom failing basis	BUDGET
USA	N/A. Visit to Houston, Baton Rouge and Atlanta	1. Houston, Texas 2. Baton Rouge, Louisiana 3. Atlanta, Georgia October 2016	One Economic Development officer	No	Depute Provost	Approximately £3,500 per person. Depute Provost costs to be met from Business Investment Fund (Common Good) and Officer costs to be met from the Economic Development budget.
Singapore	SDI Trade Mission to Subsea Asia and OSEA 2016	Singapore 27 November – 3 December 2016	One Economic Development officer	Yes – but not directly with ACC	Depute Provost	Approximately £3,000 per person. Depute Provost costs to be met from Business Investment Fund (Common Good) and Officer costs to be met from the Economic Development budget.

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Partnerships, Projects & Funding Update
REPORT NUMBER	CHI/16/160
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To seek approval to participate in the Office of Low Carbon Vehicles and Erasmus+ funding programmes in order to meet the deadline of September 2016.

To provide evidence of the benefits to Aberdeen of participating in these external funding projects.

2. RECOMMENDATION(S)

It is recommended that members:

- a) Approve participation in the Office of Low Carbon Vehicles (OLEV) Funding Programme
 - i) The making of the Council of an application to Office of Low Carbon Vehicles for grant funding of £631,614
 - ii) Expenditure by the Council of that grant funding and the additional sum of £8,822 (profiled over three years) from the Fleet Services revenue budget towards the abovementioned project
- b) Approve participation in Erasmus+ Funding Programme for Training of Technicians of Hydrogen Fuel Cell (FCH) vehicles.
 - i) The making of the Council of an application to Erasmus+ for grant funding of €44,030 (£36,941)
 - ii) Expenditure by the Council of that grant funding and the additional sum of €8,806 (£7,390) from the Fleet Services and Economic Development revenue budgets towards the abovementioned project

- c) Note that approved project governance processes will be applied to both projects

3. FINANCIAL IMPLICATIONS

Match-funding for the OLEV Funding Programme will be required which will be met by the existing cost of leasing fleet vehicles by the Council.

Match-funding for the Erasmus+ Funding Programme will be required which will be met from the existing staff resources of fleet services and the existing Economic Development project budgets.

A wider project list is currently in development and will be submitted to Finance, Policy & Resources Committee for approval.

In the development of externally funded projects, focus is centred on ensuring that projects are aligned with the delivery of national, regional and Council and service strategies in order to maximise use of existing budgets and enhance resource in the specified area of expertise.

4. OTHER IMPLICATIONS

EU Referendum Outcome

Following the recent outcome of the EU Referendum vote there are currently no implications on EU projects as the UK is still full a member of the European Union.

Legal

When new projects are undertaking the application process legal and democratic services will be involved at the earliest stage possible and resource will be sought from them in order that the Council are not entering into any funding contract at risk.

All funded projects are required to adhere to funding guidance and compliance and conditions within the funding applications are legally bound. Together, EDS and legal and democratic services will ensure that all grant conditions are met accordingly.

Sustainability

Aberdeen City Council has a clear contribution to make to sustainable development with an emphasis on enhanced productivity through improved resource efficiency, new business opportunities in the developing market for sustainable technologies and delivering better and more efficient Council services.

Environmental

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

Social

The principles of Social inclusion underpin European cohesion policy.

Economic

The Council's Economic Development Service (EDS) has developed a service plan in response to the new Regional Economic Strategy. This includes the development and delivery of activities that contribute to the City's delivery of business growth, employability and jobs and trade and investment with the additional funding required being sought from EU and National funding programmes.

5. BACKGROUND/MAIN ISSUES

i) Approve the Council's participation in the Office of Low Carbon Vehicles (OLEV) Funding Programme

ACC has been at the forefront of developing the hydrogen economy, not only in Scotland but also across the UK as a whole. The council already has significant experience in hydrogen transport, with Europe's largest hydrogen bus project having been successfully operating for over a year (10 vehicles). ACC has also begun deploying lighter duty vehicles into its fleets, including Renault Kangoo ZE-H₂ vans (2 vehicles) and a fleet of Hyundai ix35 Fuel Cell cars (4 vehicles). ACC is bringing this experience to bear in this project, which seeks to expand the council's own fleet of FCEVs, and introduce FCEVs into the fleets of two other public sector organisations, NHS Grampian and the Scottish Environmental Protection Agency (SEPA).

The funding is requested for the following:

16 Toyota Mirai FCEVs, of which:

- 10 will be used by NHS Grampian
- 5 will be used by ACC officers
- 1 will be used by the Scottish Environmental Protection Agency

The vehicles will be used for promotion and dissemination events as well as by Council officers for their everyday business travel. When not being used for such promotional activities, the FCEVs will be part of the pool of vehicles for ACC officer use, managed by Co-Wheels. This will allow the vehicles to be tested in the business environment, with a view to greater adoption by ACC as the hydrogen economy expands. These vehicles will replace existing vehicles in the fleet which are due to be retired out of service.

The total amount of funding requested from OLEV is £632,614. Match funding for the ACC vehicles will be total £8,822 over three years which will be met from existing committed budget for the lease of fleet vehicles.

It is recommended Committee approve ACC participation in the project and spend of monies if it is successful.

ii) Approve participation in Erasmus+ Funding Programme for Training of technicians of Hydrogen Fuel Cell (FCH) vehicles

ACC is involved within a transnational consortium for Erasmus+ for the training of technicians of hydrogen and fuel cell (FCH) vehicles. This project will contribute to the improvement and extension of the existing education offer for auto mechanics. There is currently little or no training available within the UK for FCH vehicles. By adding new and innovative elements to the auto mechanics education, this project contribute to the further strengthening of key competences and helps ACC with the delivery of the Hydrogen Strategy.

Education and training in the fuel cells and hydrogen sector is critical for the current and future workforce and thereby supports indirectly the commercialisation of the technology. Knowledgeable and capable workforce that understands the functioning of both technology and underlying fundamental processes, but also knows about obstacles and technological restrictions is essential for successful development, planning and implementation of FCH technology. It is widely accepted that job opportunities for technicians and workers within the fuel cells and hydrogen applications will emerge in the short term, but there is also a lack of appropriate training for technicians.

The co-financing rate is 80% and 20% match-funding. A total award of €44,030 has been granted to ACC which will require €8,806 match-funding from existing staff resources (fleet services) and existing Economic Development budget. It is recommended Committee agree spend of match-funding and participation in project.

6. IMPACT

Improving Customer Experience –

Participating in externally funded projects enhances services and facilities which customers use within the City, particularly in relation to Smart City projects which are designed to improve service efficiencies. In particular, European projects allow customers to experience innovation which they might not get the chance to otherwise. In particular, projects will have the business customer in mind to have a positive impact on the City's economy.

Improving Staff Experience –

Through participation in European projects staff members have been

given the opportunity to exchange best practice with their equivalent peers and colleagues in other countries. This has resulted in staff returning with new, innovative ideas to implement within the City and have a direct impact on staff and customers. Continued participation in projects will create new opportunities to bring new technologies, as well as new thinking to enhance the city.

Through externally funded projects staff get to see, first hand, the impact that external funding can bring to the city that they live and work in.

Improving our use of Resources –

Externally funded projects, and European projects in particular, are centred on new innovative ideas and technologies. It is essential that the Council keeps up to date with current strategies, locally, nationally and transnationally and also looks forward to ensuring that Aberdeen is at the forefront on delivering within the strategies.

Officers within EDS ensure that projects are focused around the current priorities within the Council so that public funding can be maximised to provide the best service possible.

Expertise of accessing external funding lies within the EDS and without this expertise the City, and Council would lose out on added financial opportunities and delivery of funding programmes would not be possible.

Corporate -

The contents of the report support the Regional Economic Strategy to secure the well-being of the place and our people in the North East of Scotland across the key programme areas of investment in infrastructure, innovation, inclusive economic growth and internationalisation, as well as the key sector priorities of:

- Energy
- Tourism
- Education
- Food and drink
- Health and life sciences

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

The projects that the Council has been involved in, and are looking to participate in all have a degree of partnership working whether that is local, national or international.

All projects vary, but are centred on addressing the issues laid out within the relevant administration priorities and linking into strategies such as the Regional Economic Strategy, City Centre Masterplan, City

Region Deal, Digital Place Strategy, Powering Aberdeen, and A Hydrogen Economy Strategy for Aberdeen City Region etc.

Public –

It is likely that the public will have an interest in the aforementioned projects as they are intended to make a positive contribution to the region for the benefit of the citizens. It is important to ensure that the City and Council's reputation is upheld throughout all external projects.

7. MANAGEMENT OF RISK

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

This level of participation will help to increase the understanding of the new programmes and will assist in developing the capacity to successfully develop new projects and work with other European cities that will benefit Aberdeen City.

All projects follow an audit process, both internal and external which ensures that any potential financial risk to the council is eliminated.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

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

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Crowdfund Aberdeen
REPORT NUMBER	CHI/16/166
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To inform and seek approval of Committee to commission Crowdfunder to launch a Crowdfund Aberdeen online platform.

2. RECOMMENDATION(S)

It is recommended that committee approve the commissioning and launch of Crowdfund Aberdeen and associated expenditure.

3. FINANCIAL IMPLICATIONS

Costs will be met from existing Economic Development Service, Project Development budget. Year one is £10,000 plus VAT to include all set up and training costs. Thereafter costs are anticipated to be in the region of £2,000 per annum and will continue to be met from existing Economic Development Service Project Development budget line which has existing budget to cover the identified costs of this proposal.

4. OTHER IMPLICATIONS

Legal – A contract between ACC and Crowdfunder will require signed upon acceptance of their proposal. There are no other providers of this service currently providing it to Local Authorities in the UK. The activities being proposed are in line and support implementation of the Community Empowerment (Scotland) Act 2015, creating new opportunities for ACC and community groups to work together.

Resource – See financial implications section.

Personnel – Modest amounts of officer time will be required to ensure the successful operation of the platform. This time will be beneficial to the role of those officers who already are engaged in supporting project development and delivery.

Equipment – No implications.

Sustainability – The platform will increase financial leverage across the region, therefore ensuring value for money to the Council and the wider region.

Health and safety – No implications.

5. BACKGROUND/MAIN ISSUES

Following the success of Crowdfund Angus, we were approached by Crowdfunder to determine if there was an interest in developing a crowdfund Aberdeen platform. Discussions with officers at Angus Council have indicated a positive impact from their launch and that there has been a good level of interest in using their platform to encourage investment in local projects.

The objectives of such a platform would be to:

- Increase the ability to lever in funding for project delivery
- Improve coordination of activities between ACC and external organisations (e.g Community groups)
- Data capture of funds raised and total project spend enabled
- Offering of coaching and support to external project developers

Crowdfund Aberdeen would allow local organisations to promote their projects and seek to secure the funding they require to deliver them.

Under the proposed model, officers from the Council's Economic Development Service would operate the online platform and be responsible for authorising any content published, in a gatekeeper type of control system.

Projects are given a limited time to raise a target amount and indicate the extent to which they can proceed if they do not meet their target. If they do not, existing commitments to date are not transferred to the project.

Where organisations already have a grant programme in place, the use of Crowdfunder could enable them to maximise their use of those funds through moving away from 100% funding of projects to a lower percentages, supplemented by leverage of crowdfunding to enable projects, giving them a much stronger link to the community who will have a more vested interest. This helps to secure best value for public funds.

When pledges are made, these are only collected once the project target value has been reached. Should it fail to reach target within the specified time no pledges will be taken. Pledges are made via secure transfers to Crowdfunder who will then transfer them to the project owner. This ensures that the Council is independent of the transactions and does not require undertaking the associated administration of payments.

Other services across the Council have been consulted and have indicated their support for the launch of such a platform to support development of community-based projects and a positive step towards participatory budgeting.

The target benefits from the platform for year 1 are:

- Outputs:
 - 10 organisations proposals activate on platform
 - £15,000 levered in through platform pledges
 - 18 organisations provided with coaching/support
 - 8 Projects reaching their funding target to deliver
- Outcomes:
 - £1:£2.00 leverage
 - 2 New business starts
 - Better engagement with projects and coordination internally and externally
 - Ongoing evidence of nature of projects being developed and funding requirements – by type, location and investment
 -

It is intended that as greater awareness is made of the platform that it will grow in success and the numbers (outputs and outcomes) will grow.

The Council would not only be supporting the development and funding of projects themselves, but would ensure access to both specialist external funding support from officers in the Economic Development Service, and ensure links are made to other projects and programmes where appropriate – these could include Business Gateway, developments within the City Centre Masterplan (eg events, culture) or other externally funded projects.

The platform will be limited to Aberdeen City only. Initial discussions with Aberdeenshire Council took place to discuss the potential for a joint platform but at this time it was deemed not feasible.

6. IMPACT

Improving Customer Experience –

External organisations would have a single point of contact with the portal. Behind the scenes Econ Dev could then coordinate the support which can be offered to the bodies if their proposal fits with strategic

aims and objectives of ACC. This would be an improvement on the current status where bodies can be passed around departments before finding the right person.

Improving Staff Experience –

Within a large organisation it is difficult to maintain knowledge and awareness of all the activity taking place. Crowdfund Aberdeen would enable coordination of this, led by Econ Dev, putting us at the heart of the supporting projects in the region. Other services have been consulted upon the proposal and have indicated their support to participate and use such a platform to increase their level of activity and access to funding for project delivery in the region.

Improving our use of Resources –

Staff resources would be better utilised, with projects actively approaching us for support through the platform, knowing that even if we don't have financial resource to offer, we can help them to promote their idea and help them find funding through our platform. A coordinated approach would also help to improve our working methods with other services across the council and external organisations.

Corporate -

ACC would be the sole lead on this. Officers would have the ability to enable other organisations to manage their funding programmes through the platform, but initiatives would only go live upon Council approval ensuring that nothing political or contrary to Council policy would go live to secure funding.

As part of the requirements to promote any project through the portal there would be an opportunity for ACC to ensure that any external projects are delivering projects in line with council policy and strategy. To do this a panel will be convened and the necessary guidance materials published to ensure transparency and fairness to all users.

From a business side, the platform would enable the Council to increase the opportunities to draw in new funding for project delivery in the area which would maximise the limited resources of the Council.

7. MANAGEMENT OF RISK

If Committee approval is secured, a cross service project team will be convened to develop processes and guidance to ensure fairness and transparency for all users of the platform prior to launch. The proposal from Crowdfunder includes a substantial provision of training which officers would look to utilise alongside a launch event to inform stakeholders and engage with them to make best use of the platform.

9. REPORT AUTHOR DETAILS

Stuart Bews
External Funding & Policy Executive
stbews@aberdeencity.gov.uk
01224 523773

ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Local Transport Strategy Costed Action and Delivery Plan
REPORT NUMBER	CHI/16/032
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to present Members with the Local Transport Strategy (LTS) Costed Action and Delivery Plan. This Plan has been developed to meet Aberdeen City's Vision, Aims, Outcomes and Objectives in relation to transport. Alongside the Costed Action and Delivery Plan are proposals for an interactive mapping resource which will be made available on the Council's website and will detail infrastructure delivery over the next 20 years.

2. RECOMMENDATION(S)

It is recommended that the Committee:

- a. Approve the Council's Costed Action and Delivery Plan to accompany the Local Transport Strategy (2016-21).
- b. To request officers report back to Communities, Housing & Infrastructure with an update on the delivery of the Plan on an annual basis.

3. FINANCIAL IMPLICATIONS

The Costed Action and Delivery Plan has detailed financial costs to meet the Local Transport Strategy's Aims, Outcomes and Objectives. For ease of viewing this has been condensed into a summary version that can be seen in Appendix A. The summary has a cost estimate provided whereas the full version breaks this down into estimated cost, funding available/ approved as part of the Non-Housing Capital Programme, the identified 'funding gap' and where external or internal resource support might be available. The full version will be made available on the Council's website as part of a more interactive resource that can be viewed by Council staff, partners, stakeholders

and the wider public and can be made available in advance of Committee if requested.

Where costs have not been provided ('being confirmed') this is because further work is required to develop the scheme and a premature cost estimate would preclude the outcome of any ongoing option appraisals and appropriate governance. Where staffing or low level revenue funding is required to support an Action no cost has been assigned as it is generally assumed this can be met within existing resources.

Not being able to secure funding or staff resources to deliver an Action within the Plan will impact on the delivery of the associated objective, and potentially the outcomes and aims for the City. However, identifying what resource may be required allows the Council to attract external funding to support its delivery and allows collaboration with other transportation bodies/ operators/ providers in the delivery of its vision, aims and objectives as not all the actions are the sole responsibility of the Council.

This is the first Transport Costed Action and Delivery Plan produced and its monitoring will be key to establishing whether it is delivering the LTS aims and outcomes. Annual reporting will allow officers to update any funding columns currently defined as 'being confirmed', assess funding programmes and whether any gaps are impacting on the City and should help to inform future funding allocations going forward. Given the oversubscription of the Non-Housing Capital Fund Programme identifying key actions will allow officers to focus attention on closing the 'funding gaps' by pursuing external funding where it will best meet the City's outcomes for transport.

4. OTHER IMPLICATIONS

The Costed Action and Delivery Plan is a live document and as such it will be reviewed and reported annually to Communities, Housing & Infrastructure Committee allowing Members to get a clear picture of how transport is being funded and delivered across the City.

While both the Strategy and Plan have taken account of a number of other Council strategies and funding programmes, such as the Strategic Infrastructure Plan, the Local Development Plan and the Air Quality Action Plan, to name a few, this is a reciprocal process; the Action and Delivery Plan will involve, and impact upon, many other Council services, public bodies, stakeholders, Partners and the travelling public. Ensuring that all Council Services understand the Council's aims and outcomes when it comes to transport for the City should allow a consistent approach in delivery of services across the City, whether this is in relation to how people travel to meetings, the assessment of a planning application, or choosing a site for a new school.

5. BACKGROUND/MAIN ISSUES

5.1 A Refreshed Local Transport Strategy (2016-21)

Members approved a refreshed Local Transport Strategy (2016-21) at Communities, Housing & Infrastructure Committee on 20th January 2016.

Various engagement exercises informed the development of both the Consultative and Final Draft versions of the Local Transport Strategy. A number of responses from stakeholders commented that the Council did not appear committed to the Vision, Aims and Objectives as little progress had been made in relation to public transport, active travel, safety and well-being. The result was the inclusion of more focussed Aims and Objectives, as well as the addition of Outcomes.

In order to further address this criticism and restore stakeholder and public confidence the Final Strategy was streamlined with a proposal to move Actions into a new document: a 'Costed Action and Delivery Plan'.

5.2 The Costed Action and Delivery Plan (2016-21)

By separating the Strategy and Action Plan the Council can ensure that the transport approach for the City remains consistent in terms of policy and direction over the next five years and potentially beyond. The Action Plan can then focus on delivery, the budgets/ funding available, upcoming developments and any changes in priorities on an annual basis.

Appendix A contains a summary of the Plan. Actions to meet each objective have been developed with further detail on: estimated costs (the full version details whether these are already identified within the Non-Housing Capital Plan), and which outcomes are being met by which Action.

While a number of the actions can be undertaken using existing staff resources it is clear that to fully deliver the Local Transport Strategy additional resources will be required. This will involve further partnership working to secure additional budgets and deliver joint outcomes. Potential funding partners have been identified as part of the full version of the Plan.

For transparency and evidence of delivery the Action Plan has been divided into five intervention categories: Support, Maintenance, Management, Sustainable Development & Travel and Improvements.

The total cost of delivering the Local Transport Strategy is in the region of over £1 billion over five years with elements still being confirmed. It should be noted that there are significant costs related to Rail

Improvements and the Aberdeen Western Peripheral Route (AWPR) being delivered by the Scottish Government/ Transport Scotland. The aspects of the Local Transport Strategy that Aberdeen City Council is responsible for delivering over the next five years with what we have been able to confirm so far is anticipated to be in the region of £183,000,000 with the bulk of these costs funding the large infrastructure projects such as the AWPR, Third Don Crossing and Berryden.

As many of the projects are at different stages of development there are a number which don't have confirmed costs and this confuses the final figures somewhat where there might already be allocations in the NHCP (so there is a contribution to develop, but not the final estimated cost for delivery). Schemes which have not been fully assessed under the appropriate procedures have not been costed as yet and are referred to as 'being confirmed' as a premature cost estimate would preclude the outcome of any ongoing option appraisals and appropriate governance. As more detail becomes available these will be added into the Action Plan. These will inevitably increase the amount of estimated expenditure required for future years. The cost to staff time has not been calculated within the figures as it is generally assumed these can be met by existing resources.

In terms of finding external funding where the project/ action is generated by Aberdeen City Council it is generally easier for the Council to find Partners able to match fund projects if they have a focus on active, sustainable or clean transport.

The Plan does not take account of annual fluctuations - for instance where more funding might be required in different years to address inclement weather - however the current maintenance programmes have been taken into account as a baseline and the outturn of expenditure will be reported on an annual basis.

What we have been able to confirm so far suggests a gap of £126,000,000 over a ten year period as part of the Capital Projects and Programmes page in Appendix 1. This is where officers will focus efforts on securing external funding and, if opportunities become available, developing business cases to the Non Housing Capital Plan to deliver the full Plan over the next five years.

5.3 Mapping

A number of maps accompany the Costed Action & Delivery Plan in Appendix B and C. These show all of the major physical transport interventions that are planned to be installed by 2020 with the intention to include the level of detail across the City that has been undertaken for Wellington Road (Appendix C). Alongside the transport interventions are the infrastructure measures proposed in the Aberdeen Local Development Plan including within the Masterplanning sites.

The intention is that these maps will be made available electronically on the Council's website allowing a level of interactivity in viewing infrastructure improvements across the City. Options will allow anyone to be able to toggle between year (by 2020, by 2025, by 2030, by 2035) and modes (road, bus, rail, pedestrian/ urban realm, cycle, freight, car share, intervention corridor), making easy viewing for timescales for delivery of infrastructure across the City in line with the latest information available from the City Centre Masterplan, the Local Development Plan and Masterplanning sites.

6. IMPACT

Improving Customer Experience –

Transport affects every individual in Aberdeen and by providing a coherent Transport Plan for the City the Actions going forward are transparent and deliver customer expectations.

Improving Staff Experience –

The LTS and its Action Plan inform staff as to the strategic direction for transport within Aberdeen City and how any projects should assist in delivering the Council's overall transport priorities and vision. Staff from a variety of Services have assisted in developing the Strategy and will be invaluable in delivering the various actions resulting from the LTS.

Improving our use of Resources –

A consistent approach to delivery of transport in the City via the Local Transport Strategy and the evolving Costed Action and Delivery Plan presented to Committee on an annual basis will ensure clear strategic direction while ensuring that local environmental factors, changing priorities, impact on the delivered measures and new technology, as well as available budgets are taken into account on a continuous rolling programme. Ensuring that the strategic direction is in place will guarantee that all officers are working towards the same outcomes and priorities, as well as taking advantage of all funding opportunities that might present themselves.

Corporate -

The development of the Local Transport Strategy and its Action and Delivery Plan links to the Community Plan vision of creating a *sustainable City with an integrated transport system that is accessible to all*.

The actions formulated to meet the vision, aims, outcomes and objectives referred to in the LTS will also 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 actions in the Action and Delivery Plan 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 actions in the Action and Delivery Plan will assist delivery of the 5 year Corporate Business Plan, in particular the Community, Housing & 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*.

The purpose of the LTS and its associated Action and Delivery Plan is to ensure joined up working with partner organisations in the delivery of transport projects.

Public –

The Local Transport Strategy has been through two rounds of public consultation with stakeholders and members of the public and is therefore of interest to the public in terms of how their responses have been taken into consideration when developing the Costed Action and Delivery Plan.

An Equalities and Human Rights Impact Assessment (EHRIA) was undertaken on the Local Transport Strategy and the actions within this Action Plan formed part of the original assessment. The EHRIA therefore remains relevant in respect of this report. A high level Health Impact Assessment Screening Report was produced for the LTS in order to establish the key areas where transport can positively influence health. With the actions now more finalised this can be made more robust. A Habitats Regulation Screening Assessment and a Strategic Environmental Assessment (SEA) have also been completed. A Privacy Impact Assessment (PIA) has not been considered as the document is publicly accessible and responses to the consultation will be subject to data protection rules.

7. MANAGEMENT OF RISK

The Costed Action and Delivery Plan has been developed as a result of comments from members of the public and stakeholders that the Local Transport Strategy said the right things, but did not deliver. The Action Plan will be monitored on an annual basis and continually updated to demonstrate where Council funding, priorities and staff time is being invested in delivering the outcomes. Non delivery of the actions within the Action Plan will likely result in non-delivery of the Council's transport vision, aims, objectives and outcomes.

8. BACKGROUND PAPERS

Communities, Housing & Infrastructure Committee on 20th January, 2016:

<http://councilcommittees.acc.gov.uk/documents/s53231/CHI-15-323%20Local%20Transport%20Strategy%20-%20Final%20Draft.pdf>

Communities, Housing & Infrastructure Committee on 13th January 2015:

Local Transport Strategy – Consultative Draft

<http://councilcommittees.acc.gov.uk/documents/s43352/Local%20Transport%20Strategy%20-%20Consultative%20Draft.pdf>

Communities, Housing & Infrastructure Committee on 13th January 2015:

Local Transport Strategy – Appendices A – E (page 859 onwards)

<http://councilcommittees.acc.gov.uk/documents/b10419/Appendices%2013th-Jan-2015%2014.00%20Communities%20Housing%20and%20Infrastructure%20Committee.pdf?T=9>

Council on 11th May 2015:

Roads Hierarchy

<http://councilcommittees/documents/s56485/Roads%20Hierarchy.pdf>

Council on 11th May 2015:

Transport Implications – City Centre Masterplan Projects

<http://councilcommittees/documents/s56493/Transport%20Implications%20City%20Centre%20Masterplan%20Projects.pdf>

9. REPORT AUTHOR DETAILS

Louise Napier

Senior Planner (Transport Strategy)

lnapier@aberdeencity.gov.uk

Tel no. (52)3327

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APPENDIX A - LOCAL TRANSPORT STRATEGY COSTED ACTION AND DELIVERY PLAN

This Costed Action and Delivery Plan has been prepared to meet the Local Transport Strategy's Vision, Aims, Objectives and Outcomes

Each 'Intervention Category' has been divided into various Objectives. These have then had various Actions associated with them.

Anticipated Delivery Partners are included with Deliverables/ expected outputs and an estimated cost provided.

The document that the detail will be contained within is also referenced ie improve access to Aberdeen Station by foot will have detail in the City Centre Masterplan, the Sustainable Urban Mobility Plan and the Station Gateway Brief

Which Actions are meeting which Outcomes are then listed.

Many of the projects are on going and as such associated costs relate to staff time. No projection has been put on this element as it is assumed this will be met internally using Council resources.

Where costs have not been provided ('being confirmed') this is because further work is required to develop the scheme and a cost estimate would preclude the outcome of any ongoing option appraisals and appropriate governance

LOCAL TRANSPORT STRATEGY COSTED ACTION AND DELIVERY PLAN - SUPPORT										
Intervention Area/ Objective	No. Ref	Actions	Funding	Outcomes						Projected Timescales
			Estimated Cost	Increase modal share for Public Transport and Active Travel	Reduce need to travel and dependence on private cars	Improve journey time reliability for all modes	Improve road safety	Improve air quality and the environment	Improve accessibility to transport for all	
Strategic Rail Network										
To work with partners to increase opportunities for rail travel to, from and within Aberdeen.	SR1	Continue to promote rail travel to, from and within Aberdeen as part of a sustainable and integrated transport network.	N/A	✓	✓	?	?	✓	?	>2016
	SR2	Continue to improve access to both Aberdeen and Dyce Railway Stations, particularly by foot, bicycle, bus and taxi.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	SR3	Support implementation of key priorities emerging from the Nestrans RTS and Rail Action Plan including lobbying the Scottish Government for further	N/A	✓	✓	?	?	✓	✓	>2016

		improvements.								
	SR4	Support improvements to the Aberdeen to Inverness and Aberdeen to Edinburgh/Glasgow rail corridors and press for journey time improvements.	£170,000,000	✓	✓	?	?	✓	✓	2016-2021
Shipping and Ferry Services										
To work with partners to ensure that Aberdeen Harbour remains a world-class port and the main port of call in Scotland for the Northern Isles ferry services with appropriate access for all users.	FS1	Support measures to improve accessibility to Aberdeen Harbour for passengers and freight.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	FS2	Support Aberdeen Harbour Board in the development of Aberdeen Harbour and Nigg Bay, including identification of infrastructure required to ensure the Nigg site is viable.	N/A	✓	✓	✓	✓	✓	✓	>2016
	FS3	Support Nestrans to deliver their proposals within the RTS as part of their Connections by Sea proposals for action.	N/A	✓	✓	?	?	?	?	2016-21
Air Services										
To support the future growth and improvement of Aberdeen International Airport, including surface access, in order to support the economic strength of the region and ensure continued connectivity to key businesses and leisure	AS1	Support the future growth and extension of Aberdeen International Airport.	N/A	?	✓	?	?	?	✓	>2016
	AS2	Support Nestrans to deliver their aspirations for frequency of services and support for key aviation routes as part of the RTS.	N/A	?	✓	?	?	?	✓	>2016
	AS3	Continue to improve surface access to the Airport by all modes of transport.	Being confirmed	✓	✓	✓	?	✓	✓	2016-21

destinations.	AS4	Support Aberdeen International Airport in delivering an up to date Surface Access Strategy to ensure commitment to improving modal choice to/from the airport.	N/A	✓	✓	✓	?	✓	✓	2016-21
Freight										
To work with partners to ensure the efficient movement of freight to, from and within the North East of Scotland	FR1	Implement elements of the Nestrans Freight Action Plan including actions related to addressing congestion, consideration of traffic management in local areas, cleaner fleet schemes, reducing incidents between vulnerable uses and access delivery	Being confirmed	?	?	?	✓	✓	?	>2016
	FR2	Continue to encourage the transfer of freight from road to more sustainable modes such as rail and sea.	N/A	?	?	?	✓	✓	?	>2016
	FR3	Seek to minimise HGV use of minor roads where drivers seek to avoid congestion on the trunk roads by restricting B and C class roads to local delivery only, thereby reducing wear and road damage and risk of accidents.	N/A	✓	?	?	✓	✓	?	2016-21
Trunk Road Network										
Support improvements to the trunk road network for the benefit of people and freight travelling to, from and within Aberdeen.	TRN1	Support the dualling of the A90 Balmedie-Tipperty and the A96 and continue to work with the Scottish Government, Nestrans and Aberdeenshire Council to ensure the completion of these projects.	N/A	?	?	?	✓	?	?	2016-2018
	TRN2	Continue to work with partners to identify the optimum solution for congestion and capacity problems at the Bridge of Dee.	N/A	?	?	?	✓	?	?	>2016

	TRN3	Support improvements to the Haudagain Roundabout following construction of the AWPR	N/A	?	?	✓	✓	✓	?	2018-20
	TRN4	Continue to press the Scottish Government to ensure that roads that are de-trunked in 2017 are fit for purpose when passed to the Council.	N/A	?	?	?	✓	?	?	>2016
	TRN5	Work with Transport Scotland on delivering improvements to the walking and cycling network around trunk roads.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-2021
	TRN6	Develop a Roads Hierarchy for the City in partnership with Nestrans.	N/A	✓	✓	✓	?	✓	✓	2016-2017
Aberdeen Western Peripheral Route										
To support the implementation of the Aberdeen Western Peripheral Route (AWPR) and to fully realise the benefits the new road will bring in terms of improving conditions in the City for	AWPR1	Continue to work with Transport Scotland, Nestrans and Aberdeenshire Council to deliver the AWPR on time and on budget.	£800,000,000	?	?	✓	✓	✓	?	2016-17
	AWPR2	Develop the remaining Locking In The Benefits schemes prior to the AWPR opening in Winter 2017.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-17
	AWPR3	Continue to identify measures to 'lock in' the benefits of the AWPR, with a particular emphasis on revising	N/A	✓	✓	✓	✓	✓	✓	2016-17

users of sustainable modes of transport.		the transport network within the City to improve conditions for, and to prioritise and promote, sustainable modes of transport.								
TOTAL			£970,000,000							

LOCAL TRANSPORT STRATEGY COSTED ACTION AND DELIVERY PLAN - MAINTENANCE										
Intervention Area/ Objective	No. Ref	Actions	Funding	Outcomes						Projected Timescales
			Estimated Cost	Increase modal share for Public Transport and Active Travel	Reduce need to travel and dependence on private cars	Improve journey time reliability for all modes	Improve road safety	Improve air quality and the environment	Improve accessibility to transport for all	
Road Carriageway and Footway Maintenance										
To improve the condition of the road, footway and cycle networks.	RM1	Seek increased investment in roads maintenance and lobby the Scottish Government for funding to support the Council's efforts to address the historic backlog in Aberdeen.	£35,000,000	?	?	✓	✓	✓	?	2016-21
	RM2	Seek to increase investment in the maintenance of footways and cycleways across the City.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	RM3	Continue to undertake maintenance works in accordance with appropriate legalisation and guidance.	N/A	?	?	?	✓	✓	?	2016-21

	RM4	Prevent roads maintenance schemes occurring simultaneously when these are likely, in combination, to have a significant detrimental effect upon the travelling public.	N/A	?	?	✓	✓	✓	?	2016-21
	RM5	Seek to ensure that the development of new infrastructure, such as cycleways, is matched by specific funding allocations for maintenance purposes.	N/A	✓	✓	?	✓	✓	✓	2016-21
	RM6	Continue to update the Roads Asset Management Plan (RAMP).	N/A	✓	✓	✓	✓	✓	✓	2016-21
	RM7	Prioritise and undertake repairs to reported road defects.	N/A	?	?	✓	✓	✓	?	2016-21
	RM8	Work to encourage other Roads Authorities to maintain a high standard of road and footway maintenance for the travelling public.	N/A	?	?	✓	✓	✓	✓	2016-21
Lighting										
To ensure that all street lighting columns in Aberdeen are fit for purpose, safe and sustainable.	LI1	Continue to increase levels of funding for the City's lighting infrastructure.	£3,500,000	✓	?	?	✓	✓	?	2016-21
	LI2	In compliance with the Council's Carbon Management Plan, look to replace obsolete lantern and lighting systems with modern energy efficient equipment.	7,500,000	✓	?	?	✓	✓	✓	2016-21
	LI3	Consideration of lower lighting levels or reduced operating hours of lighting in low	N/A	?	?	?	?	✓	?	2016-21

		priority areas.								
Structures										
To ensure that all road related structures in Aberdeen that the Council is responsible for are managed and maintained, safe and fit for purpose.	ST1	Work to increase investment in structural maintenance and repairs across the City to continue to address backlogs.	Being confirmed	✓	?	✓	✓	✓	?	2016-21
	ST2	Continue to inspect, assess and maintain all structures in accordance with the Code of Practice for Bridge Management.	N/A	?	?	?	✓	✓	?	2016-21
	ST3	Where new bridges are required, strive to develop structures that complement the surrounding environment and are accessible to all modes.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ST4	Aberdeen City Council will maintain and enhance where appropriate the existing road network to allow adequate transportation of road freight.	Being confirmed	?	?	?	✓	✓	?	2016-21
Flooding										
To ensure that the road network is as resilient as possible in case of flooding from extreme weather conditions.	FL1	Continue to assess flood defences throughout the City.	N/A	?	?	✓	✓	✓	?	2016-21
	FL2	Work with Partners to develop a North East local plan.	N/A	?	?	✓	✓	✓	?	2016-21
	FL3	Continue to assess areas at risk from flooding.	N/A	?	?	✓	✓	✓	?	2016-21

	FL4	Implement a range of hard and soft engineering measures to deal with flood risk management and mitigation.	£4,820,000	?	?	✓	✓	✓	?	2016-21
	FL5	Continue the maintenance programme to clear blocked drains and inspection of water courses.	Being confirmed	?	?	✓	✓	✓	?	2016-21
Winter Maintenance										
To ensure the safe movement of traffic on carriageways, footpaths, cycle paths and pedestrian precincts to minimise delays caused by adverse winter weather.	WM1	Continue to undertake winter maintenance operations and examine opportunities to achieve Best Value through partnership working.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	WM2	Lobby for further investment in winter maintenance relative to the needs of the North East climate.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	WM3	To continue to review and publish a Winter Maintenance Service Plan on an annual basis.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	WM4	Provide a standard of service on its public roads which will permit safe passage of vehicles, cyclists and pedestrians on main routes appropriate to the prevailing weather conditions.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	WM5	Establish a pattern of working which will minimise delays and diversions due to winter weather as far as is reasonably practical.	N/A	✓	✓	✓	✓	✓	✓	2016-21

	WM6	Respond to cases of serious hardship during extended periods of severe weather.	N/A	✓	✓	✓	✓	✓	✓	2016-21
Contingency Planning and Utilities										
To ensure efficient flow of traffic.	CPU1	Ensure that roads and pavements are repaired promptly and appropriately as part of utilities works, and with appropriate coordination to avoid repetitive roadworks on the same stretch of highway.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	CPU2	Ensure inspections are carried out by ACC and road defects associated with roadworks/ utility operations are identified and reported.	N/A	?	?	✓	✓	✓	✓	2016-21
	CPU3	Ensure that any roadworks are promoted through appropriate channels, such as Smart Journey/ Tell Me Scotland, and that notice for works and any amendments are given in a timely manner to avoid impact on Partners, such as the bus operators, and the travelling public.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	CPU4	Ensure that temporary closures make provision for cyclists and pedestrians.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	CPU5	In the case of an emergency, such as severe weather conditions or a major accident, the Council will update the corporate website, Smart Journey/ Tell Me Scotland, as well as Twitter and Facebook, and Variable Message Signs on the local and regional network with	N/A	✓	✓	✓	✓	✓	✓	2016-21

		relevant information and advice.								
TOTAL			£46,000,000							

* This could be a combination of staff/ expertise or funding or both

LOCAL TRANSPORT STRATEGY COSTED ACTION AND DELIVERY PLAN - MANAGEMENT										
Intervention Area/ Objective	Ref No.	Actions	Funding	Outcomes						Projected Timescales
			Estimated Cost	Increase modal share for Public Transport and Active Travel	Reduce need to travel and dependence on private cars	Improve journey time reliability for all modes	Improve road safety	Improve air quality and the environment	Improve accessibility to transport for all	
Car Parking										
To develop a car parking regime that sustains and enhances the economic vitality of the City Centre and district shopping centres.	CP1	Develop a Car Parking Action Plan for the City covering Controlled Parking Zones, availability of parking, pricing structures, emission zones, developer allocations, technological innovation, etc reflecting the aspirations of the Nestrans Car Parking Strategy	£100,000	✓	✓	✓	✓	✓	✓	2016
	CP2	Encourage a high turnover of spaces, especially in the city centre, by ensuring our parking controls, pricing structures and policies do not encourage commuter car parking and instead support short stay retail, leisure and business trips.	N/A	?	✓	?	?	?	✓	2016-21

CP3	Encourage shorter trips within the urban area to transfer to walking, cycling and public transport, and longer trips outwith the urban area to utilise Park & Choose.	N/A	✓	✓	✓	✓	✓	✓	2016-21
CP4	Minimise the negative impacts of parking on streetscape and ensuring the ability of public transport to flow freely on key bus corridors.	N/A	✓	?	✓	?	✓	?	2016-21
CP5	Protect residents' ability to park and load close to their homes by extending Controlled Parking Zones to areas where residential amenity is affected by commuter parking.	Being confirmed	?	?	?	✓	?	✓	2016-21
CP6	Protect businesses, tradespeople, and visitors ability to park and load by management of Controlled Parking Zones and ensuring enforcement of parking and loading restrictions.	N/A	?	?	?	✓	?	✓	2016-21
CP7	Facilitate the operation of car clubs, take up of car sharing and environmentally friendly vehicles.	N/A	✓	✓	?	✓	✓	✓	2016-21
CP8	Ensure that parking policies take into account the needs of people with mobility impairments and other disabilities.	N/A	?	?	?	?	?	✓	2016-21
CP9	Improve payment options by ensuring pay by phone parking is available to all on-street parking as well as all Council owned car parks.	N/A	?	?	?	?	?	✓	2016-21

	CP10	Work with partner organisations and private car park operators using contractual and planning powers to encourage pricing and length of stay regimes in off-street car parks that facilitate shopping and other short medium stay activities.	N/A	?	✓	?	?	?	✓	2016-21
	CP11	To increase compliance with disabled parking arrangements and reduce fraudulent use of 'blue badges' by the continuation of the temporary blue badge fraud investigation service.	N/A	?	?	?	?	?	✓	2016-21
	CP12	To adopt car parking recommendations emerging from the City Centre Masterplan and Sustainable Urban Mobility Plan currently being developed.	N/A	✓	?	✓	?	✓	✓	2016-21
Community and DRT										
To continue to work with Partners to deliver Demand Responsive Transport for the benefit of the public.	DRT1	Continue to provide DRT services through the Council.	Being confirmed	✓	✓	?	✓	?	✓	2016-21
	DRT2	Continue to support groups looking to develop Community Transport schemes.	N/A	✓	✓	?	✓	?	✓	2016-21
	DRT3	Work with Partners through the Health and Transport Action Plan with the ultimate aim of pulling together Council services with those of the voluntary and health sectors into one centralised and integrated booking system for Health & Social Care.	Being confirmed	✓	✓	?	✓	?	✓	2016-21

Taxis and Private Hire Cars										
To work in partnership with the taxi and private hire car trade to ensure an adequate supply of safe, clean and accessible vehicles.	PHC1	To continue to improve the safety of School and Social Work Transport by implementing Best Practice procedures stemming from Transport Guidelines issued by the Department for Transport and Transport Scotland.	N/A	✓	✓	?	✓	?	✓	2016-21
	PHC2	To continue to monitor the cap on taxi licences and modify according to demand.	N/A	✓	✓	?	?	?	✓	2016-21
	PHC3	To comply with the Equality Act 2010 ensure all taxis are wheelchair accessible by Summer 2018.	N/A	?	?	?	?	?	✓	2016-18
	PHC4	To investigate potential for increasing the number of ultra low or low emission vehicles onto the taxi and PHC fleets.	N/A	?	?	?	?	✓	?	2016-21
	PHC5	To ensure the continued successful operation of the Night Time Transport Zone with associated marshals.	N/A	✓	✓	?	✓	?	✓	2016-21
	PHC6	To continue to monitor taxi supply at Aberdeen station and Aberdeen Airport.	N/A	✓	✓	?	?	?	✓	2016-21
Coaches										
To highlight appropriate pick up, drop off and waiting zones for tourist	CH1	To continue to promote awareness amongst coach operators for appropriate pick up, drop off and waiting areas.	N/A	✓	✓	?	✓	✓	?	2016-21

coaches.	CH2	To review pick up and drop off points in line with any potential pedestrianisation schemes.	N/A	?	?	✓	✓	✓	✓	2016-21
Traffic Management and Road Safety										
To work towards a road network where all users are safe from the risk of being killed or seriously injured, and the injury rate is much reduced.	TM1	To continue to work with Partners to deliver the Joint Road Safety Plan and ensure that the current low levels of road fatalities in Aberdeen are sustained if not further reduced.	Being confirmed	?	?	?	✓	?	?	2016-21
	TM2	To continue to work with Partners at the Community Road Safety Partnership to prepare an Action Plan and deliver improvements to the emerging trends and targets for the Road Safety Working Group.	N/A	?	?	?	✓	?	?	2016-21
	TM3	To continue to implement a combination of encouragement, enforcement, education and engineering measures to improve road safety and reduce casualty levels for all groups across the City.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	TM4	To continue to implement traffic calming schemes and 20mph zones in order to reduce speeds aimed at minimising casualties and will ensure that such schemes improve safety and encourage more pedestrians and cyclists.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21

	TM5	To continue to undertake an annual collision scan to identify hotspots or routes giving concern and from that do more in-depth analysis of all categories of accidents and users, and then determine whether traffic management interventions are appropriate.	N/A	✓	?	?	✓	✓	✓	2016-21
Enforcement										
To ensure the Council manages and enforces the road network to ensure safety and effectiveness for the benefit of all users.	EN1	Bus lane enforcement cameras will continue to be managed to prosecute unauthorised drivers who enter bus lanes during operating hours. As per the Scottish Government legislation the Council will continue to invest any revenue into delivering LTS objectives and actions.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	EN2	To ensure greater enforcement the Council will adhere to urban clearway principles in sensitive locations with a strict 'no stopping regime' except for buses at certain times of the day.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	EN3	ACC will continue to address indiscriminate parking outside schools with Police Scotland and will work with Parent Teacher Associations to identify where traffic management solutions could improve safety around schools.	N/A	✓	✓	✓	✓	✓	✓	2016-21

	EN4	ACC will support the implementation of speed cameras where appropriate to improve levels of safety. The Council will also support the use of average speed cameras where appropriate.	Being confirmed	?	?	✓	✓	?	?	2016-21
	EN5	To work with Partners to ensure the continued maintenance of CCTV for safer and more secure journeys linked to ITS across the City to facilitate movement of traffic.	Being confirmed	✓	?	✓	✓	✓	✓	2016-21
Air Quality										
To improve air quality across the City, so that the existing Air Quality Management Areas are revoked and no further Air Quality Management Areas are declared.	AQ1	Ensure that Air Quality Action Plan measures and Local Transport Strategy aims, outcomes, objectives and actions are aligned.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	AQ2	Improve air quality throughout the City, particularly within the AQMAs and investigate and implement measures designed to reduce air pollution (for example low emission zones, emission based parking charges, alternatively fuelled vehicles).	Being confirmed	✓	✓	✓	?	✓	✓	2016-21

	AQ3	To require mitigation measures for new schemes, where additional vehicle trips will impact on air quality.	N/A	✓	✓	✓	?	✓	✓	2016-21
Noise										
To reduce transport noise within Aberdeen City.	NO1	To identify Noise Management Areas and Quiet Areas within Aberdeen.	N/A	✓	✓	✓	?	✓	✓	2016-21
	NO2	To implement the Noise Action Plan.	Being confirmed	✓	✓	✓	?	✓	✓	2016-21
	NO3	To require mitigation measures for new schemes, with respect to managing transportation noise.	N/A	✓	✓	✓	?	✓	✓	2016-21
TOTAL			£100,000							

* This could be a combination of staff/ expertise or funding or both

LOCAL TRANSPORT STRATEGY COSTED ACTION AND DELIVERY PLAN - SUSTAINABLE DEVELOPMENT AND TRAVEL										
Intervention Area/ Objective	Ref No.	Actions	Funding	Outcomes						Projected Timescales
			Estimated Cost	Increase modal share for Public Transport and Active Travel	Reduce need to travel and dependence on private cars	Improve journey time reliability for all modes	Improve road safety	Improve air quality and the environment	Improve accessibility to transport for all	
Land Use Planning										
To promote and enable development that reduces the need to travel, minimises reliance on the private car and facilitates and encourages walking and cycling for everyday trips.	LU1	Ensure that new developments are accessible by a range of modes of transport and prioritise access and permeability by sustainable modes.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	LU2	Ensure that all new developments demonstrate that sufficient measures have been taken to minimise traffic generation through Transport Assessments, Travel Plans and Travel Packs and appropriate on-site measures.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	LU3	Require developers to contribute towards appropriate off-site transport measures, particularly where new development is adding further pressure to the transport network.	N/A	✓	✓	✓	✓	✓	✓	2016-21

	LU4	Ensure maximum car parking standards are not exceeded in all new developments.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	LU5	Encourage implementation of Home Zones and low/no car housing where appropriate.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	LU6	Encourage development of brownfield sites and mixed use communities in recognition of their ability to reduce travel distances.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	LU7	In the case of several individual developments taking place in an area over a period of years, use Masterplans to ensure appropriate infrastructure and services, including transport, are provided for the whole development area.	N/A	✓	✓	✓	✓	✓	✓	2016-21
Travel Plans										
To ensure that the transport impact of existing and new developments are minimised by requiring workplaces, schools and developers to prepare Travel Plans and, where appropriate, Travel Packs for all sites in the City.	TP1	Continue to require all significant developments in the City to be accompanied by a Travel Plan to demonstrate how the impact of that development on the surrounding transport network will be minimised.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	TP2	Require Travel Packs to be issued to residents of new housing developments and staff in new office developments in the City.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	TP3	Encourage the widespread implementation of voluntary Travel Plans for schools, housing developments and workplaces.	N/A	✓	✓	✓	✓	✓	✓	2016-21

	TP4	Revise the Council's own Travel Plan as an example of best practice in the City.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	TP5	Promote and facilitate 'smarter' working and measures to reduce the need to travel, including promotion of remote and flexible working practices, the use of video- and web-conferencing technologies and the increased implementation of Wi-Fi facilities across the City.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	TP6	Identify resources to ensure that Travel Plans are monitored and enforced to maintain momentum and ensure effectiveness beyond the initial implementation of a development.	N/A	✓	✓	✓	✓	✓	✓	2016-21
Car Sharing										
To continue to promote and facilitate car sharing as a sustainable transport option.	CS1	Continue to promote the benefits of car sharing and the regional car sharing database.	N/A	?	?	✓	?	✓	?	2016-21
	CS2	Encourage employers to join the car sharing scheme or set up their own site-specific schemes as an important element of an effective Travel Plan.	N/A	?	?	✓	?	✓	?	2016-21
	CS3	Encourage workplaces to introduce preferential car parking spaces for car sharers.	N/A	?	?	✓	?	✓	?	2016-21

Car Clubs										
To continue to facilitate and promote the Car Club in order to provide transport choice without necessitating individual car ownership.	CC1	Encourage the development of the Car Club in new locations and developments as part of general rollout and through the planning process.	N/A	✓	✓	?	✓	✓	?	2016-21
	CC2	Continue to support the Car Club by installation of new bays and associated infrastructure.	Being confirmed	✓	✓	?	✓	✓	?	2016-21
	CC3	Continue to lead by example and ensure that Council staff members are utilising the Car Club rather than grey fleet in order to reduce emissions, congestion and reliance on the private car.	N/A	✓	✓	?	✓	✓	?	2016-21
	CC4	Continue to promote the Car Club as a feasible alternative to private car ownership.	N/A	✓	✓	?	✓	✓	?	2016-21
	CC5	Continue to support the Car Club in their roll out of Ultra Low Emission Vehicles (ULEVs).	Being confirmed	✓	✓	?	✓	✓	?	2016-21
Ultra Low Emission Vehicles (ULEVs)										
To facilitate the uptake of ultra-low and low emission vehicles as a contribution towards improving air quality in	ULEV1	Continue to develop Aberdeen's Electric Vehicle Charging Network and Hydrogen Refuelling Station Network with Partners.	Being confirmed	?	?	?	?	✓	?	2016-21

the City.	ULEV2	Encourage installation of both EV infrastructure in new developments via Planning policies/process.	N/A	?	?	?	?	✓	?	2016-21
	ULEV3	Encourage the purchase of low emission vehicles through development of emission reduction measures such as emission based parking charges, Low Emission Zones and additional infrastructure.	N/A	?	?	?	?	✓	?	2016-21
	ULEV4	Work with Partners to promote the benefits of ultra and low emission vehicles as an alternative to fossil fuels.	N/A	?	?	?	?	✓	?	2016-21
	ULEV5	Lead by example and utilise ULEVs within the Council's fleet.	N/A	?	?	?	?	✓	?	2016-21
	ULEV6	Work with Partners, such as bus companies and the Car Club, to demonstrate the practical benefits of ultra and low emission vehicles and offer the public the opportunity to trial them.	N/A	?	?	?	?	✓	?	2016-21
Travel Information and Awareness										
To engage with members of the public, employers and schools on travel behaviour-change campaigns, events and promotions	TA1	To channel all behaviour change and promotional activity in support of sustainable transport through the regional brand, Getabout.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	TA2	Continue to work with partners in Getabout on key events and campaigns throughout the year including Bike Week and European Mobility	N/A	✓	✓	✓	✓	✓	✓	2016-21

and to provide the information that citizens and visitors need to let them undertake 'smarter' journeys in the City.		Week.								
	TA3	Continue to participate in In Town Without My Car Day and look for ways of improving the event in future years.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	TA4	Continue to publish and update walking, cycling and public transport maps and ensure these are disseminated to key locations and available on request and online.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	TA5	Maintain and update the Council's website as a source of transport information and increase our social media presence, allowing transport developments to be communicated to the public as they happen.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	TA6	Ensure information is available in a variety of formats reflecting the differing needs and preferences of users.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	TA7	Expand VMS coverage and look to include journey time information for various modes of transport.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
School Travel and Young People										
To ensure that all young people have the opportunity to travel to	ST1	Encourage and support the development of School Travel Plans including identification of safer routes to schools as well as pick up and	N/A	✓	✓	✓	✓	✓	✓	2016-21

school by active and/or sustainable modes of transport and are equipped with the necessary knowledge, skills and infrastructure to allow them to undertake local journeys safely and independently.		drop off points for all new and existing schools.								
	ST2	Continue to encourage travel planning initiatives such as walking buses and park and stride schemes in schools.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ST3	Promote Best Practice examples of school travel initiatives and encourage knowledge transfer between schools.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ST4	Consider traffic management solutions such as footway widening, improved crossing and car-free zones outside schools.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	ST5	Continue to work with schools on targeted promotional campaigns to encourage more pupils to travel by active modes of transport.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ST6	Continue to facilitate active travel journeys through physical changes, such as improving safe routes to school for those travelling on foot, by bike or by scooter and improving cycle and scooter parking facilities at schools where required.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ST7	Continue to take advantage of external funding opportunities for school travel projects when they arise.	N/A	✓	✓	✓	✓	✓	✓	2016-21

	ST8	Maintain mandatory or part-time 20mph speed limits outside all schools and ensure these are in place outside any new schools that are built during the life of this LTS.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ST9	Encourage all primary schools to deliver Bikeability Scotland training so that all our youngsters have the skills and knowledge required to cycle safely on today's roads.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ST10	Continue to provide statutorily required transport services to schools and to support and promote the national youth concessionary travel scheme for 16 to 18 year olds along with any local ticketing arrangements.	14,500,000	✓	✓	✓	✓	✓	✓	2016-21
Climate Change Mitigation and Adaption										
To contribute to Aberdeen's carbon emissions targets and develop climate resilient infrastructure.	CMA1	Ensure that the risk of flooding or environmental impact is taken into account in the design and construction of infrastructure and that opportunities to manage open spaces such as road verges are maximised to reduce surface water flooding and run off.	N/A	?	?	?	✓	✓	?	2016-21
	CMA2	Continue to implement a range of hard and soft engineering measures when dealing with flood risk management and mitigation and in the urban environment consider where hard landscaping can be reduced where possible, for instance, resist front gardens being turned into car parks	N/A	?	?	?	✓	✓	?	2016-21

	CMA3	Reduce carbon emissions from all transport by the use of smaller, low emission vehicles and encourage people to use active and public transport.	N/A	✓	?	?	?	✓	?	2016-21
Biodiversity and the Green Space Network										
Improve accessibility to open spaces and contribute towards the development of the green space network through implementation of core paths and appropriate mitigation as part of transport scheme delivery.	GSN1	Take opportunities to improve and create new habitats as part of transport improvement schemes.	N/A	?	?	?	?	✓	?	2016-21
	GSN2	Changes to transport infrastructure should respect the character of all landscapes and conserve and enhance the best by reducing the negative effects of transport as far as possible by including in any plans measures to protect wildlife, habitats and landscapes.	N/A	?	?	?	?	✓	?	2016-21
	GSN3	Integrate the LTS with other strategies and actions contained within the Open Space Strategy, Nature Conservation strategy and proposed woodland strategy	N/A	✓	✓	✓	?	✓	✓	2016-21
TOTAL			£14,500,000							

LOCAL TRANSPORT STRATEGY COSTED ACTION AND DELIVERY PLAN - IMPROVEMENTS										
Intervention Area/ Objective	Ref No.	Actions	Funding	Outcomes						Projected Timescale s
			Estimated Cost	Increase modal share for Public Transport and Active Travel	Reduce need to travel and dependenc e on private cars	Improve journey time reliabilit y for all modes	Improv e road safety	Improve air quality and the environmen t	Improve accessibilit y to transport for all	
Walking										
To increase the number of people walking, both as a means of travel and for recreation, in recognition of the significant health and environmental benefits it can bring to our citizens.	WA1	In support of the Regional Active Travel Action Plan (AcTrAP) and the National Walking Strategy develop an Active Travel Action Plan covering utility and recreational walking (and cycling) in the City	Costs under Cycling, Maintenance and Public Realm	✓	✓	✓	✓	✓	✓	2016-21
	WA2	Increase the attractiveness of walking and improve the safety of the pedestrian environment throughout the City with a combination of measures including improved maintenance of existing footways, upgraded lighting, development of new off-road footpaths, implementation of pedestrianised or part-pedestrianised areas and additional traffic management and traffic calming to deliver walkable	Costs under Cycling, Maintenance and Public Realm	✓	✓	✓	✓	✓	✓	2016-21

		neighbourhoods.								
	WA3	All new developments will be planned for pedestrians as per Designing Streets and Scottish Planning Policy with appropriate facilities within the development and to and from places of interest (residential areas, schools, workplaces, shops, leisure and health facilities).	N/A	✓	✓	✓	✓	✓	✓	2016-21
	WA4	Ensure that all traffic management and road maintenance schemes incorporate measures for pedestrians, keeping footways open at all times or providing signed alternatives which do not result in lengthy diversions or the need to cross multiple roads.	N/A	✓	✓	✓	✓	✓	✓	2016-20
	WA5	Continue to raise awareness of the benefits of walking and the walking opportunities available in Aberdeen via route map signage and way finding	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
Cycling										
To foster a cycling culture in Aberdeen by improving	CY1	In support of the Regional Active Travel Action Plan (AcTrAP) and the Cycling Action Plan for Scotland (CAPS) develop an Active Travel	£6,320,000	✓	✓	✓	✓	✓	✓	2016-21

conditions for cycling in Aberdeen so that cycling becomes an everyday, safe mode of transport for all.		Action Plan covering utility and recreational cycling (and walking) throughout the City								
	CY2	Increase the attractiveness of cycling and improve the safety of the cycling environment throughout the City with a combination of measures including Advanced Stop Lines at junctions, toucan crossings of busy roads and priority measures for cyclists crossing side roads, improved maintenance of existing cycle routes, upgraded lighting, additional parking, development of new off-road routes and additional traffic management and traffic calming to deliver cycle-friendly neighbourhoods.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-22
	CY3	Maximise opportunities for integrating cycling with other modes of transport by, for example, improving access to railway stations and Park and Ride sites and ensuring cycle parking facilities are available at these locations.	N/A	✓	✓	✓	✓	✓	✓	2016-22
	CY4	All new developments will be planned for cyclists as per Designing Streets and to Cycling By Design standards with appropriate facilities within the development and to and from places of interest (residential areas, schools, workplaces, shops, leisure and health facilities).	N/A	✓	✓	✓	✓	✓	✓	2016-21

[illegible]

To increase public transport patronage by making bus travel an attractive option to all users and competitive with the car in terms of speed and cost.	BUS1	Continue to work with bus operators through the Health and Transport Action Plan to ensure health services are accessible by public transport.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	BUS2	Review provision of bus services to ensure existing services meet peoples' needs, and where necessary consider provision of supported services where these are deemed socially necessary.	£512,000	✓	✓	✓	✓	✓	✓	2016-21
	BUS3	Ensure all new developments are planned and designed with public transport access and penetration in mind.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	BUS4	Require developers to engage with public transport providers from the beginning of the planning process to ensure that new sites can be served by public transport. Where services cannot be supplied commercially, require developers to provide these at their own cost until such time as they become commercially viable.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	BUS5	Work with partners in LABOF to consider the potential of Statutory Quality Partnerships in securing enhanced services.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	BUS6	Continue to work with LABOF to identify, implement and trial a range of schemes to better facilitate the movement of buses in the City, including priority measures and traffic management improvements, in line with Locking In the Benefits of the AWPR.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21

BUS7	Continue to maintain, manage and improve bus stop infrastructure in line with Quality Partnership targets.	£1,540,000	✓	✓	✓	✓	✓	✓	2016-21
BUS8	Encourage further adoption of low emission buses.	N/A	✓	✓	✓	✓	✓	✓	2016-21
BUS9	Construct a new Park and Choose site at on the A96 at Chapelbrae near Dyce and progress projects to improve the operation, and therefore usage, of all Park and Choose sites in the City.	£5,890,000	✓	✓	✓	✓	✓	✓	2016-21
BUS10	Support Aberdeenshire Council in the development of a Park and Ride site at Portlethen south of the City and ensure the effectiveness of services from the site to the City through, for example, bus priority measures to ensure competitive journey times, reliability, etc.	N/A	✓	✓	✓	✓	✓	✓	2016-21
BUS11	Continue to enforce bus lane violations and look to increase the coverage of the scheme in recognition of the benefits it has brought in terms of the free flow of buses.	N/A	✓	✓	✓	✓	✓	✓	2016-21
BUS12	Work with operators to implement actions arising from the Bus Information Strategy to improve the availability and quality of bus information in Aberdeen.	N/A	✓	✓	✓	✓	✓	✓	2016-21
BUS13	Work with partners to progress projects emanating from the regional Fares and Ticketing Strategy, especially those contributing to a	Undefined	✓	✓	✓	✓	✓	✓	2016-21

		simple and seamless payment process.								
Rapid Transit										
To investigate ways of maximising connectivity between new developments by public transport and encourage a step change in the perception and provision of public transport in Aberdeen.	RT1	Work with Nestrans to undertake a study into future public transport options that will connect new housing developments with existing and future employment areas and other significant trip generators.	N/A	✓	✓	✓	✓	✓	✓	2016-17
	RT2	To explore complementary measures to any public transport offering connecting new developments	N/A	✓	✓	✓	✓	✓	✓	2016-17
Powered Two Wheelers										
To improve conditions for motorcyclists on Aberdeen's roads, particularly in terms of rider safety.	PTW1	Implement road improvement and road safety schemes to increase the safety of motorcyclists on Aberdeen's roads.	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	PTW2	Continue to participate in initiatives such as Operation Zenith to raise awareness of motorcyclist safety.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	PTW3	Ensure there is an adequate supply of motorcycle parking bays in areas where these are most needed.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	PTW4	Undertake a review of trials that have taken place elsewhere in Britain where motorcyclists have been permitted to enter bus lanes to identify whether such an approach could be	N/A	✓	✓	✓	✓	✓	✓	2016-21

		suitable for Aberdeen.								
Roads										
To implement a programme of road improvement schemes to complement the AWPR in order to facilitate a restructuring of the roads hierarchy, minimising through traffic in the City Centre whilst reducing congestion, improving connectivity and addressing air quality concerns.	RI1	Ensure the successful and timely completion of all new road and road improvement projects approved by the Council in the current Non-Housing Capital Programme.	£21,000,000	✓	□	✓	✓	✓	✓	2016-17
			£19,300,000							2016-20
			£5,410,000							2017-21
			Being confirmed							2016-21
			£70,000,000							>2016
	RI2	Continue to progress urban infrastructure projects aimed at removing pinch points throughout the City as part of the Roads Hierarchy Study	Being confirmed	✓	□	✓	✓	✓	✓	2016-21
	RI3	Ensure that such projects prioritise the benefits delivered to sustainable modes of transport.	N/A	✓	✓	✓	✓	✓	✓	2016-21
Intelligent Transport Systems										
To expand the use of ITS to manage traffic flow in order to improve the efficiency of the transport network in the City.	ITS1	The Council will use Intelligent Transport System (ITS) technology to improve network efficiency and manage traffic flow through transport corridors.	Being confirmed	✓	□	✓	✓	✓	✓	2016-21
	ITS2	The Council will further develop ITS to give priority to particular types of vehicles or road user, where appropriate.	N/A	✓	✓	✓	✓	✓	✓	2016-21

	ITS3	Provide reliable travel information to road users, so that they can make informed decisions before and during their journey.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ITS4	The Council will continue to explore opportunities to improve road safety and offer advice using ITS	N/A	□	□	✓	✓	□	✓	2016-21
	ITS5	The Council will explore opportunities to update the travelling public on environmental conditions within the city centre.	N/A	□	□	□	□	✓	□	2016-21
	ITS6	The Council will further develop a Journey Time Monitoring System.	N/A	✓	✓	✓	✓	✓	✓	2016-21
	ITS7	The Council will look to develop back office systems that mean all ITS systems will be connected through a common database and changes to the network can be made to facilitate journeys.	N/A	✓	✓	✓	✓	✓	✓	2016-21
Public Realm and the Sustainable Urban Mobility Plan										
To improve the public realm by prioritising pedestrians, cyclists and public transport with consequent traffic circulation (to enhance environment, aesthetic quality and air quality of the City) for the benefit of	SUMP 1	Adopt the transport elements of the City Centre Masterplan and SUMP currently being developed.	N/A	✓	✓	✓	✓	✓	✓	>2016
	SUMP 2	Assess and then establish a programme of transport improvements to reduce the impact of motor vehicles on the City Centre	Being confirmed	✓	✓	✓	✓	✓	✓	2016-21
	SUMP 3	Removal of roadspace within the City Centre to improve the urban realm for pedestrians, cyclists and, where appropriate, public transport users	£2,000,000	✓	✓	✓	✓	✓	✓	>2016
			Being confirmed							
			Being							

shoppers, visitors and residents.			confirmed							
			Being confirmed							
			£5,500,000							
	SUMP 4	Improve access to the City Centre for all modes of transport facilitating journeys to the most appropriate location (ie vehicles to car parks or freight to delivery points)	Being confirmed	✓	□	✓	□	✓	✓	>2016
TOTAL			£137,472,000							

* This could be a combination of staff/ expertise or funding or both

TRN1	A96 Dyce Cumulative Impact - GS and Dual	£7,952,000	Being confirmed	Being confirmed	DEV CON												
TRN1	A96 Dyce Cumulative Impact - STAG and Option appraisal	Being confirmed	Being confirmed	Being confirmed	DEV CON												
SR4	Rail - Main Line Improvements	£170,000,000	£170,000,000	£0	SG/ TS/ Network Rail												
SR4	Rail - Local Rail Improvements	Being confirmed	Being confirmed	Being confirmed	SG/ TS/ Network Rail												
RI1	Wellington Rd - Hareness Junction Improvements	Being confirmed	Being confirmed	Being confirmed	ACC (NHCP)/ DEV CON												
SUMP3	CCMP - Guild Street/ Station Gateway	£5,500,000	Being confirmed	Being confirmed	ACC (NHCP-CCMP)/ DEV CON/ Rail Operator												
RI1	Bridge of Dee/ new river crossing	£70,000,000	£75,000	£69,925,000	NESTRANS/ DEV CON/ ACC												
SUMP3	CCMP - Com/ Vir & Com/ B Boul Junction Improvements	Being confirmed	Being confirmed	Being confirmed	ACC (NHCP-CCMP)/ DEV CON												
SUMP3	CCMP - Union Street	£9,600,000	Being confirmed	Being confirmed	ACC (NHCP-CCMP)/ DEV CON												
SUMP3	CCMP - Mounthooly Junction improvements	Being confirmed	Being confirmed	Being confirmed	ACC (NHCP-CCMP)/ DEV CON												
SUMP3	CCMP - Schoolhill/ George St area	£1,200,000	Being confirmed	Being confirmed	ACC (NHCP-CCMP)/ DEV CON												
RI1	Wellington Rd - Craiginches Improvements	Being confirmed	Being confirmed	Being confirmed	ACC (NHCP)/ DEV CON												
N/A	A944 Cumulative Impact STAG and Option appraisal	£100,000	Being confirmed	Being confirmed	ACC (NHCP)/ DEV CON/ A'SHIRE												
RT1	Cross City Connections - STAG OPTION APPRAISAL	Being confirmed	£180,000	Being confirmed	ACC (NHCP-Active Travel)/ NESTRANS/ SUSTRANS/ DEV												
SUMP3	CCMP - Other projects	£18,700,000	Being confirmed	Being confirmed	ACC (NHCP-CCMP)												
TRN1	A96 Dualling	Being confirmed	Being confirmed	Being confirmed	SG/ TS												
INDICATIVE TOTALS(WHERE FIGURES ARE KNOWN)		£1,268,955,000	£1,099,778,000	£126,405,000													

DEVELOP

DESIGN

DELIVERY

REVIEW

*Costs referenced from BDP Business Case except Broad Street which are latest estimates

**CIVITAS funded in Euros - this sterling conversion is based on estimated rate of exchange of 1.16308 as at 11-8-16

NHCP = Non Housing Capital Programme

SG = Scottish Government

ACC = Aberdeen City Council

AWPR-LIB = Aberdeen Western Peripheral Rout

ERDF = European Regional Development

CCMP = City Centre Masterplan

A'Shire = Aberdeenshire Council

EU = European Union

TS - Transport Scotland

Dev-Con = Developer Contributions

Programme Details		
PROGRAMME	PROJECT	ESTIMATED COST
Roads Maintenance Programme	Details reported to March Communities, Housing & Infrastructure Committee every year.	Variable - confirmed each financial year
Nestrans Programme	Details reported to Nestrans Board following constituent authority budget decisions each February.	Variable - confirmed each financial year
Street Lighting Improvements	General replacement programme	£3,500,000
	LED Lanterns	£7,500,000
Flood Prevention Schemes	Flood Guards Grant Scheme	£320,000
	Riverside Drive at Bridge of Dee Court	£500,000
	Millside and Paddock Peterculter	£3,000,000
	Inchgarth Road	£1,000,000
AWPR-LIB Radial Corridor Priorities	A90 - north	Being confirmed
	Wellington Road/ A90 - south	Being confirmed
	Market Street	Being confirmed
	South College Street	Being confirmed
	A944	Being confirmed
	A96	Being confirmed
	A93	Being confirmed
AWPR-LIB Active Travel Corridors	A90 Ellon Road Path	£1,000,000
	A90 Parkway Path	£780,000
	River Don Pathways	£800,000
	A96 Path	£750,000
	Anderson Drive	Being confirmed

	Anderson Drive - Phase 1 and 3	£115,000
	River Dee Path to RGU	£500,000
	Dyce Drive Improvements	£200,000
	Wellington Road Improvements	£450,000
	Craigshaw Drive Dual Use Pavement	£100,000
	Mugiemoss bridge	£750,000
	NCN route 1 - Arjo Wiggins	£75,000
	On Street Bike rental	Being confirmed
	Route South - Marywell to Aberdeen	£150,000
	Countesswells route	Being confirmed
	NCN Coastal Route round harbour	£500,000
	City Centre routes/ CCMP/ SUMP	See CCMP section
	North Dee area	Being confirmed
	Pittengullies on Deeside Line	£150,000
	NCN Route 1 improvements	Being confirmed
	LIB Schemes (Removal of roundabouts to traffic signals)	Being confirmed
	AWPR mitigation measures	Being confirmed
City Centre Masterplan – Other Projects	Justice Mill Lane	£1,900,000
	Golden Square	£1,600,000
	Bon Accord Square	£500,000
	Langstane Place	£1,900,000
	Windmill Brae	£700,000
	Rose/ Thistle/ Chapel St	£1,400,000
	Castlegate	£2,500,000
	City Centre Parking	£4,100,000
	City Centre Cycle	£1,300,000
	Bus Priority	£2,800,000

Funding Opportunities

EU Funding

Civitas Portis Project
ERDF

Nestrans

Capital
Revenue
Sustainable Travel Grants Scheme

Scottish Government

Air Quality Action Plan

Transport Scotland

Smarter Choices Smarter Places
Switched on Fleets
CWSS
Charge Place Scotland
Bus Improvement Fund
Trunk Road Improvement Programme

AWPR NMU Offset Mitigation Funding

Cycle Path improvements (A90 and A96)
Core Paths improvements

Sustrans

Path improvement projects
Public Realm/ junction improvement projects

City Region Deal

Radials and City Centre
Cross City Connections
Local Road Improvements - A96/ A944

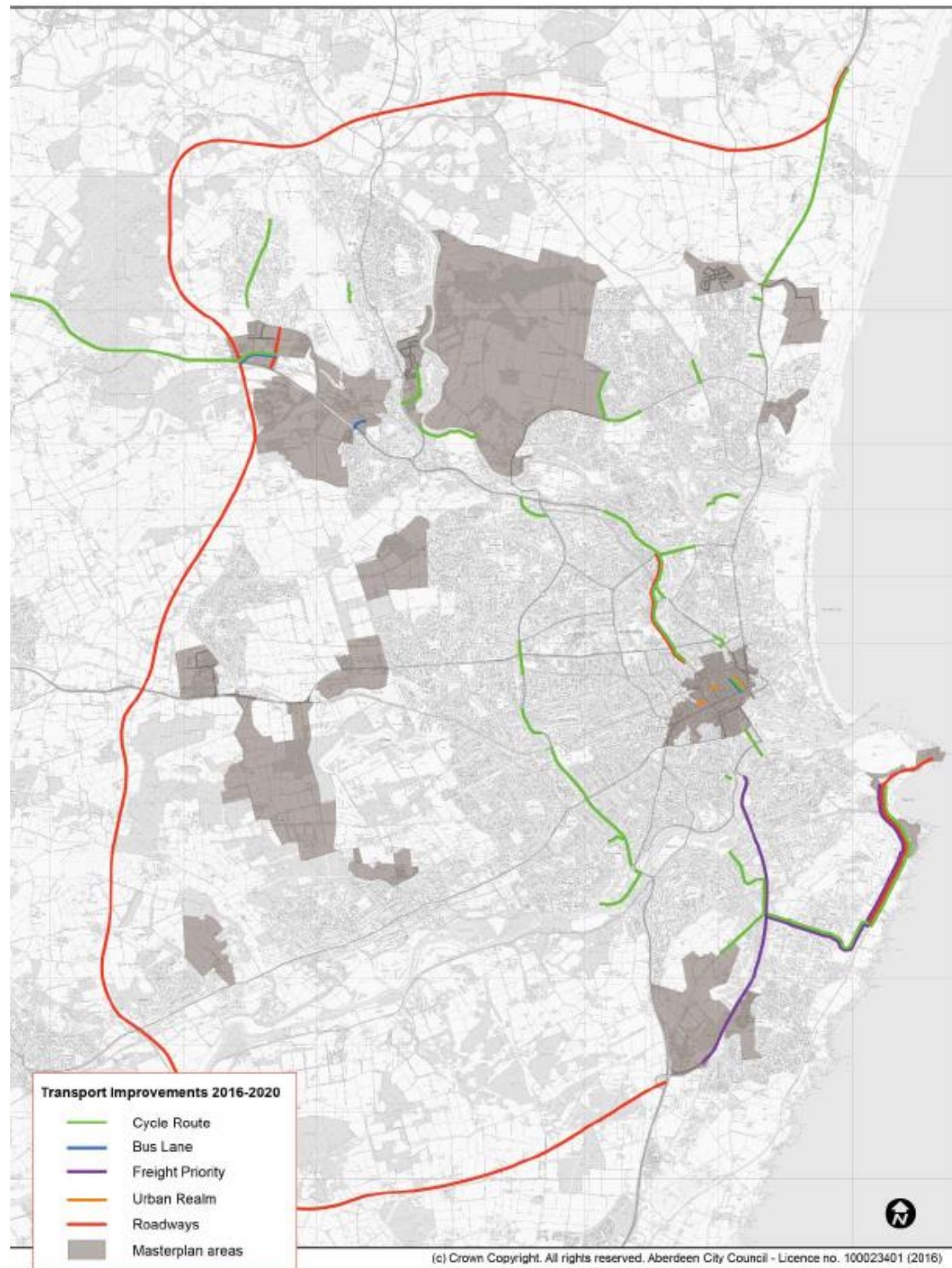
Developer Contributions

South College Street
Justice Mill Lane
Wellington Road/ Souterhead Junction/ Hareness Junction
B999/ Shielhill Junction
Shielhill road visibility improvement
TBC

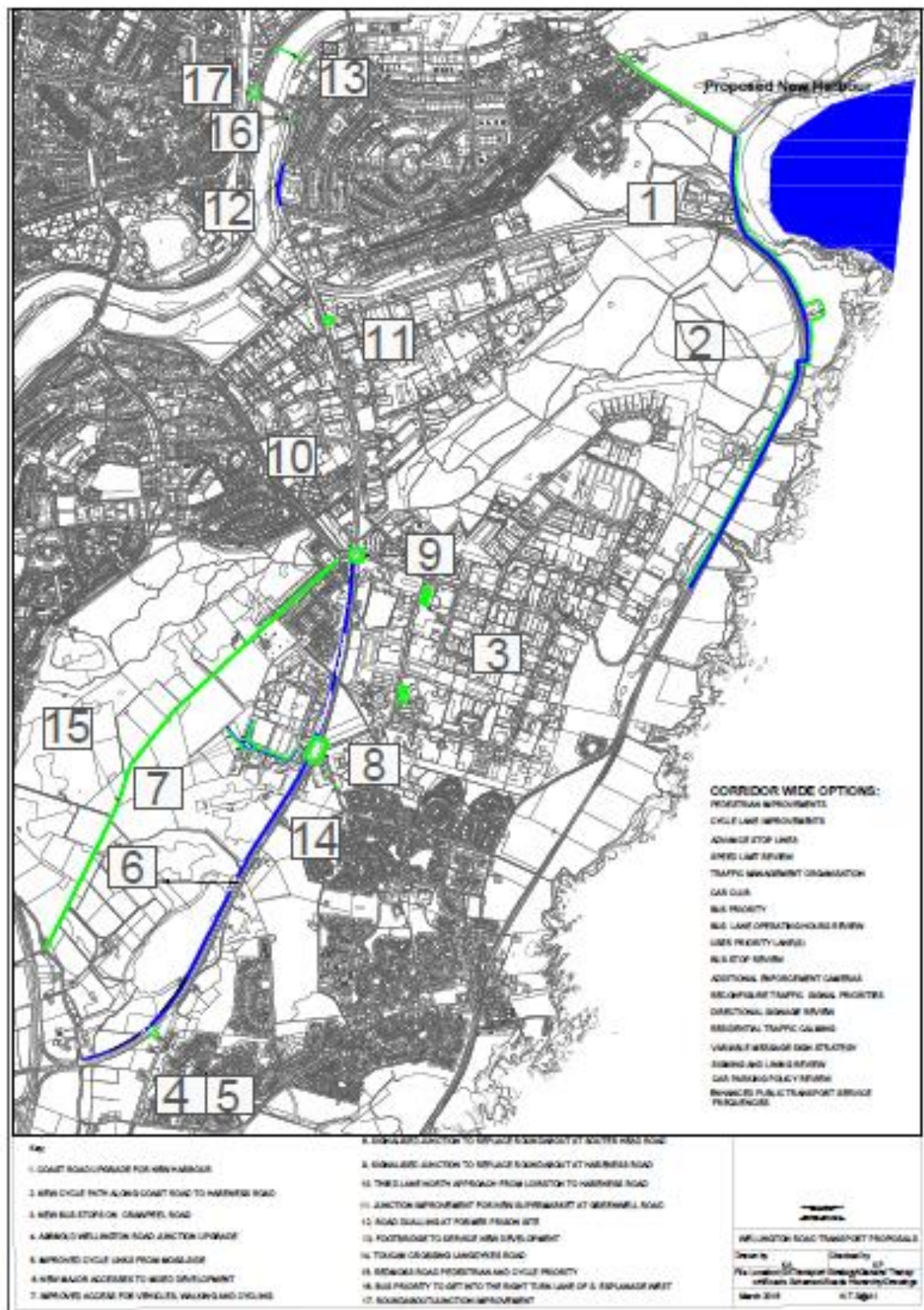
Strategic Transport Fund

Bridge of Dee
Cross City Connections

Appendix B: Transport Improvements Delivered by 2020 (A0 Paper version available at Committee)



Appendix C: Example of Aberdeen South Transport Interventions (A0 Paper version available at Committee)



ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Consultative Draft Aberdeen Active Travel Action Plan
REPORT NUMBER	CHI/16/075
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to present Members with a draft Aberdeen Active Travel Action Plan and to recommend that this be released for a period of public and stakeholder consultation.

2. RECOMMENDATION(S)

It is recommended that Members:

- (a) Approve the release of a Consultative Draft Aberdeen Active Travel Action Plan 2016-2021 for a period of public and stakeholder consultation; and
- (b) Instruct officers to prepare a final Aberdeen Active Travel Action Plan following this period of consultation and present the final plan to a future meeting of this Committee.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from the proposed consultation, other than staff time to collate and report on feedback. A detailed summary of the financial implications of implementing the Plan will be reported to a future meeting of this Committee along with the finalised Plan.

4. OTHER IMPLICATIONS

There are no other implications arising from the report.

5. BACKGROUND/MAIN ISSUES

- 5.1 In January 2016, the final Aberdeen Local Transport Strategy (LTS) 2016 was adopted. A series of supporting Action Plans are now being developed to sit beneath the LTS, giving additional detail on the actions that the Council will pursue, under various themed headings, to meet the vision, aims, objectives and outcomes of the LTS. The draft Aberdeen Active Travel Action Plan is one such document.
- 5.2 The Plan identifies a series of actions and interventions that the Council will pursue over the next five years, and in some cases beyond, to enable and encourage more active travel, specifically walking and cycling, in Aberdeen. Increasing the proportion of trips undertaken by active travel is a key outcome of the LTS, as well as the Nestrans Regional Transport Strategy (RTS), Let's Get Scotland Walking: The National Walking Strategy and the Cycling Action Plan for Scotland. The actions identified in the Plan largely spring from the outcomes of a public engagement exercise on walking and cycling undertaken by the Council in the summer of 2015 and are therefore based on the needs and desires of those currently undertaking active travel and those who may be encouraged to do so in the future.
- 5.3 Accompanying the draft Action Plan is an Active Travel Network Plan. While it is anticipated that the Action Plan will have a five year timeframe in line with the LTS (2016-2021), the network plan will be updated annually and will identify, for each financial year, the walking and cycling infrastructure improvements that the Council intends to implement, as well as estimated costs and sources of funding. In this way, it will be clear what the Council's short-term priorities for active travel are and how these contribute towards meeting our longer-term outcomes for the City.
- 5.4 The draft Aberdeen Active Travel Action Plan 2016-2021 can be viewed at:
<http://committees.aberdeencity.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13338&path=13004,13309>.
It is recommended that Members approve its release for a period of public and stakeholder consultation. This will primarily take the form of a web-based consultation, inviting comments on the draft document (which will be available on the Council's website), with letters and emails sent to key stakeholders to advise of the consultation and how they can respond. Paper copies of all consultation materials will also be available on request.
- 5.5 Following the consultation period, responses will be analysed and used to inform the development of a final Aberdeen Active Travel Action Plan 2016-2021 which will be presented to a future meeting of this Committee.

6. IMPACT

Improving Customer Experience –

Implementing an Active Travel Action Plan will have many benefits for the people of Aberdeen. The Plan seeks to encourage and facilitate more walking and cycling which will enable people to be more physically active and maintain a healthy weight, thus improving health and wellbeing, including mental health. Regular exercise is known to prevent many health conditions such as heart disease, stroke, diabetes and various types of cancer. Safety is a key theme of the Action Plan – implementation of the plan will make walking and cycling safer activities, thus reducing the number of accidents and casualties involving pedestrians and cyclists. Increasing opportunities for walking and cycling, both of which are inexpensive modes of transport, can increase access to jobs, services and education for those without access to a car or unable to use public transport, thus contributing to equality of opportunity and preventing people becoming isolated as a result of limited transport options. It is known also that those on low incomes typically spend a higher proportion of their household budget on transport than those on higher incomes. Increasing opportunities for individuals in such households to travel by relatively inexpensive forms of transport therefore frees up more of the household budget to be used on other goods and services. Encouraging a shift in travel from motorised to non-motorised forms of transport will have environmental benefits, improving air quality and reducing noise (both of which also impact upon health), as well as contributing to a decline in carbon dioxide and other harmful emissions.

Improving Staff Experience –

Staff living and/or working in the City will experience the same benefits from implementation of the Action Plan as those described for the customer above. In addition, studies have shown that employees who travel to work by active modes of transport are more productive and typically take fewer sick days than less active employees, thus resulting in a more content workforce with reduced levels of stress.

Improving our use of Resources –

The Department for Transport has estimated that every £1 spent on cycling results in an economic return of £3 (*Cycling Demonstration Towns: Development of Benefit-Cost Ratios*, 2010). The long-term health benefits to the individual accruing from a more physically active lifestyle should reduce public sector expenditure on health and social care in the future. Similarly, the long-term environmental benefits resulting from an increase in active travel at the expense of motorised travel could have financial benefits for the organisation through the reduced likelihood of fines being imposed as a result of air quality breaches and a reduced need for expenditure on responding to events attributable to climate change and on infrastructure measures to cope with such events in the future. Having an Active Travel Action Plan in place will also increase the Council's ability to attract external funding for active travel projects in future years.

Corporate –

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 proposals contained within the Action Plan contribute towards the 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.*

Implementation of the Action Plan 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 SOA contains targets to increase the percentage of journeys to work made by walking and cycling and to increase the percentage of children travelling actively to school, which the Action Plan will help achieve.

Implementation of many of the projects arising from the Action Plan and Network Plan will afford opportunities for partnership working, especially with Aberdeenshire Council and Nestrans on the development on cross-boundary strategic walking and cycling routes.

Public –

The volume of responses to the initial active travel consultation exercise in 2015 suggests that there is a significant demand for improvements to the walking and cycling environment in Aberdeen, therefore this report is likely to be of interest to members of the public, especially those who contributed to the consultation exercise and who may wish to see the outcomes of this.

An Equality and Human Rights Impact Assessment (EHRIA) has not been undertaken as the Action Plan flows directly from the adopted Aberdeen Local Transport Strategy 2016, which has itself been subject to a lengthy and detailed EHRIA.

A Privacy Impact Assessment (PIA) has not been undertaken as neither the proposed public consultation nor the implementation of the Action Plan should impact on the privacy of any individual. Consultation responses referred to within the document and its appendices have been anonymised and a similar approach will be taken when analysing responses to this further round of consultation.

7. MANAGEMENT OF RISK

Much of the external funding for active travel infrastructure that Aberdeen City Council has benefitted from in recent years has come from Transport Scotland and is administered by Sustrans Scotland, a sustainable transport charity. With bids for this funding becoming

increasingly competitive, one of the criteria for awarding funding is that projects link with a local authority's active travel strategy or action plan, thus demonstrating how such projects contribute to meeting the local authority's long-term vision for active travel and making it clear the projected benefits of the expenditure incurred. Many local authorities in Scotland have developed or are developing active travel strategies or plans accordingly. While Sustrans were content with Aberdeen City Council using an early draft document as the basis for 2016/17 funding applications, there is a risk that not having an adopted Active Travel Action Plan in place for future years' funding rounds will negatively impact on the Council's ability to attract external funding for active travel projects. Conversely, having an adopted Plan in place should significantly increase the Council's ability to attract external funding.

Having a local Active Travel Action Plan that aligns with the Nestrans Regional Active Travel Action Plan should also increase the likelihood of receiving funding from Nestrans for active travel projects that are identified in both local and regional documents.

8. BACKGROUND PAPERS

Aberdeen Local Transport Strategy 2016

9. REPORT AUTHOR DETAILS

Will Hekelaar, Planner
WHekelaar@aberdeencity.gov.uk
(01224) 523324

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 th August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	External Funding for Transport Projects
REPORT NUMBER	CHI/16/140
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The purpose of this report is to inform Members of external funds that have been awarded to, or which may become available to, the Council for transportation projects and to seek approval for officers to spend any funds successfully obtained for the purposes described in this report.

2. RECOMMENDATION(S)

It is recommended that Members:

- a) Note the offer to the Council from Sustrans Scotland of a further match-funding contribution of £750,000 to the pedestrian and cycle infrastructure associated with the Diamond Bridge;
- b) Agree to the terms of this offer, namely that the resulting savings on the Diamond Bridge scheme from the Capital programme be re-invested in active travel projects;
- c) Accept the award and receive the funds into the existing Non-Housing Capital Programme Active Travel Infrastructure Fund;
- d) Approve the expenditure of approximately £2,867 in match-funding awarded to the Council from the Sustrans School Cycle and Scooter Parking Fund 2016;
- e) Note, and approve the expenditure of, the additional award of £20,000 received from Transport Scotland's Smarter Choices Smarter Places fund;
- f) Approve the expenditure of £102,000 awarded to the Council from Transport Scotland's Grant for Chargeplace Scotland Network 2016/17 fund; and
- g) Note the awards made to the Council from the Sustrans Community Links Fund 2016/17 and the Scottish Government's Air Quality Grant Scheme 2016/17.

3. FINANCIAL IMPLICATIONS

The £750,000 awarded to the Council from Sustrans Scotland is a further match-funding contribution to pedestrian and cycle infrastructure associated with the Diamond Bridge scheme. Sustrans has requested, as with their previous contributions to this project, that any savings resulting from their contribution be re-invested by Aberdeen City Council in active travel projects to be delivered between now and 2018.

In 2015/16, a Non-Housing Capital Programme (NHCP) budget line was created for Active Travel Infrastructure, encompassing the savings on the Diamond Bridge scheme resulting from the initial Sustrans contribution. It is anticipated that the additional savings resulting from this further contribution will also sit within this fund. As this remains Aberdeen City Council money, although ring-fenced for active travel, there will be scope to match-fund this with further contributions from Sustrans and other bodies in the future, meaning that the ultimate monetary value of this award to the Council could be as high as £1.5million. No impacts on any other Council budgets are foreseen at this stage.

Funds awarded from Sustrans for school cycle and scooter parking projects require 50% match funding. Match-funding for each application has already been secured via the Council's Cycling, Walking and Safer Streets (CWSS) allocation from the Scottish Government. There may be maintenance implications associated with such infrastructure in the future for which a suitable budget would have to be sought.

Funds awarded to the Council from the Smarter Choices Smarter Places programme also require 50% match-funding. Sufficient match-funding to more than cover the revised award has already been identified by the Council and was articulated in the draft Smarter Choices Smarter Places programme approved by this Committee in May 2016.

Transport Scotland's Grant for Chargeplace Scotland Network 2016/17 fund is 100% grant funding so there will be no impacts on any Council budgets at this stage. There may be maintenance implications associated with such infrastructure in the future for which a suitable budget would have to be sought.

4. OTHER IMPLICATIONS

None.

5. BACKGROUND/MAIN ISSUES

5.1 **Sustrans Community Links Fund 2015/16 – Further Contribution to Diamond Bridge Works**

- 5.1.1 It was identified that the ultimate value of the pedestrian and cycle elements of the Diamond Bridge works far exceeded the estimate originally supplied to Sustrans Scotland in 2015 and hence the contribution from Sustrans to these elements was far less than the maximum 50% required. Council officers therefore contacted Sustrans to say that any further contribution to these works would be greatly appreciated.
- 5.1.2 Following identification of underspend in their 2015/16 Community Links programme, Sustrans has offered the Council a further contribution of £750,000 for these works. As per the previous offer, this is on condition that the savings from the Council's NHCP resulting from the contribution be re-invested in active travel, particularly projects arising from the emerging Aberdeen Active Travel Action Plan, between now and 2018.
- 5.1.3 A NHCP Active Travel Infrastructure fund was created in 2015 following the initial Sustrans contribution and it is envisaged that the savings from the further award will also be placed here to be used to deliver active travel infrastructure projects between now and 2018. To date, these funds have been used to develop further pedestrian and cycle links around the River Don, and it is envisaged that this will continue in the future, in terms of developing the National Cycle Network Route 1 through the Arjo Wiggins site and contributing to a pedestrian and cycle bridge at Muggiemoss, as well as a range of projects in other areas of the City, including active travel elements of the City Centre Masterplan and forthcoming Sustainable Mobility Action Plan.
- 5.1.4 As NHCP Active Travel Infrastructure money remains Council money, there will be scope in future years to match-fund this with further Sustrans contributions or with Transport Scotland's Smarter Choices Smarter Places initiative. The value to the Council of the award could therefore be as high as £1.5million.
- 5.1.5 It is therefore recommended that Members accept the offer of £750,000 from Sustrans Scotland, agree to the terms of the offer and re-invest the NHCP savings into the Active Travel Infrastructure Fund.

5.2 Scotland School Cycle and Scooter Parking Fund 2015

- 5.2.1 Sustrans Scotland has announced that 50% match-funding is available for projects to implement or improve cycle and scooter parking facilities at schools. In June 2016, applications were submitted on behalf of three schools in Aberdeen.
- 5.2.2 Glashieburn School has requested funds for an additional cycle shelter, capable of accommodating a further 20 bicycles, while Middleton Park School is looking to add an additional two minipods to the school to complement those installed in summer 2015 to cater for a growing number of pupils cycling and scooting to school. This will allow a further sixteen bikes and sixteen scooters to be safely parked at the school.

5.2.3 A total of £2,867 in match-funding was therefore requested from Sustrans Scotland by the Council and, in July, it was announced that applications had been successful. The remaining cost for installation of the new facilities will be met from the Council's CWSS budget. It is therefore recommended that Members approve the expenditure of the award for the purposes described above.

5.2.4 A further application was submitted by Sport Aberdeen to implement facilities for the benefit of users of both Tullos Swimming Pool and Tullos School, which was also successful. These will take the form of a covered cycle shelter able to accommodate 12 bicycles and a scooter rack for 12 scooters. Sport Aberdeen will match the Sustrans allocation with a Sustainable Travel Grant, recently awarded by Nestrans.

5.3 Smarter Choices Smarter Places

5.3.1 At the meeting of this Committee in May 2016 (CHI/16/085) Members were advised that £210,391 had been awarded to Aberdeen City Council from Transport Scotland via the Smarter Choices Smarter Place (SCSP) fund. Members approved the Council's SCSP programme and the expenditure of the award.

5.3.2 At the end of May, the Council was awarded a further £20,000 from the SCSP fund for additional cycle monitoring, school travel planning activities and the subsidisation of car club vehicles in regeneration areas. While, as with the rest of the programme, this requires 50% match-funding, the Council identified sufficient match-funding in the original programme to more than cover this additional award.

5.3.3 It is therefore recommended that Members note the additional funding awarded to the SCSP programme and approve the expenditure of this for the purposes described above.

5.4 Grant for Chargeplace Scotland Network 2016/17

5.4.1 Aberdeen City Council has successfully bid for and been awarded £102,000 of funding from Transport Scotland, the Scottish Government Transport Agency, through the Grant for Chargeplace Scotland Network 2016/17 fund. Transport Scotland has been providing funding to Councils in Scotland since 2011 in order to develop a network of electric vehicle charge points with the project now branded as Chargeplace Scotland. Aberdeen is regarded as a strategic hub in the Chargeplace Scotland project.

5.4.2 This funding is for the procurement, installation and commissioning of electric vehicle charge points as part of the National ChargePlace Scotland network and will deliver the following:

- 1 x 50 kW charge point at Kingswells Park and Ride (rapid triple charger);
- 1 x 22 kW charge point at Kingswells Park and Ride (rapid triple charger);

- 1 x 50 kW charge point at Bridge of Don (double fast charger); and
- 1 x 22 kW charge point at Bridge of Don (double fast charger).

As part of the grant funding condition, it is expected that the units should be in the ground and operational by the end of January 2017. This will take the number of Council-implemented public charging points up to 27.

- 5.4.3 Discussions have commenced with Scottish and Southern Energy (SSE) regarding the availability of power supplies in these locations and with the Council's procurement team to establish how best to undertake the procurement. It is therefore recommended that the Members approve the expenditure of £102,00 awarded to the Council from Transport Scotland's Grant for Chargeplace Scotland Network 2016/17.

5.5 Sustrans Community Links Fund 2016/17

- 5.5.1 It was reported to this Committee in March 2016 (CHI/16/010) that several applications for match-funding had been submitted to Sustrans Scotland's Community Links Fund 2016/17 for a series of projects to improve pedestrian and cycle infrastructure throughout the City. Members approved the expenditure of any funds successfully obtained.

- 5.5.2 In May 2016, Sustrans announced that all of the Council's applications had been successful. Further details are provided in the table below.

Project	Award
Riverside Route – Bridge of Dee to RGU Detailed Design	£30,000 – full award for feasibility and design.
River Don Path Designs	£20,000 – full award for feasibility and design.
A90 Trunk Road Pedestrian and Cycle Route North Detailed Design	£30,000 - full award for feasibility and design.
A96 Aberdeen to Blackburn Pedestrian and Cycle Route	£30,000 - full award for feasibility and design.
Seaton Park East Path	£27,500 – full award for implementation.
Junction Improvements	£25,000 – full award for feasibility and design.
River Don south side path by Grandhome Pedestrian Bridge	£54,000 – full award for implementation.
Craigshaw Drive Cycle Improvements	£45,000 – provisional award to complete detailed design; full award will be awarded following agreement of the design by Sustrans.
A90 Parkway Pedestrian and Cycle Improvements.	£165,000 – provisional award to complete detailed design; full award will be awarded following agreement of the design

	by Sustrans.
Seaton Park Entrances	£25,000 – provisional award to complete detailed design; full award will be awarded following agreement of the design by Sustrans.
Anderson Drive Pedestrian and Cycle Route Phase 1	£32,500 – provisional award to complete detailed design; full award will be awarded following agreement of the design by Sustrans.
TOTAL AWARD	£484, 000

5.5.3 Match-funding of the remainder of each project's costs will come from Nestrans, the Aberdeen Western Peripheral Route Non-Motorised Users Mitigation Fund, or from the Council's Environmental Services team. Projects require to be completed by the end of March 2017. Updates will be included within the regular Strategic and Local Transport Projects bulletin to this Committee.

5.6 Air Quality Grant Scheme

5.6.1 It was reported to this Committee in May 2016 (CHI/16/085) that an application had been made to the Scottish Government's Air Quality Grant Scheme for funding for projects to enable the Council to improve air quality and implement measures included in the Air Quality Action Plan. Members approved the expenditure of any funds successfully obtained.

5.6.2 In May 2016, it was announced that the Council had been successful in the application, and £47,000 has been awarded towards soft measures sustainable transport interventions, including promotional campaigns (£4,500), events (£9,000), the Eco Stars fleet recognitions scheme (£27,000), car club infrastructure (£2,500) and school travel planning (£4,000).

6. IMPACT

Improving Customer Experience –

The projects being delivered under the programmes described in this report are intended to benefit all members of the travelling public by making it easier, faster and safer to travel around the City by sustainable modes of transport.

Measures to encourage and facilitate more walking and cycling will enable people to be more physically active and maintain a healthy weight, thus improving health and wellbeing (including mental health). Regular exercise is

known to prevent incidences of many health conditions such as heart disease, stroke, diabetes and various types of cancer.

Sustainable transport interventions that encourage a shift away from single-occupancy car travel will have environmental benefits by improving air quality and reducing noise (both of which also impact upon health) and contributing to a decline in carbon dioxide and other harmful emissions.

Measures to improve accessibility by foot, bicycle and public transport and to grow car club membership will improve accessibility to jobs, education and services for those without private transport thus promoting equality of opportunity and helping combat social exclusion.

Improving Staff Experience –

Staff living and/or working in the City will experience the same benefits from the proposed programmes of work as those described for the customer above.

Improving our use of Resources –

Taking advantage of external funds allows the Council to maximise spend and deliver an increased level of service, resulting in net benefits for the taxpayer.

The long-term health benefits accruing from more physically active lifestyles should reduce public sector expenditure on health and social care in the future.

Similarly, the long-term environmental benefits resulting from an increase in sustainable travel at the expense of single occupancy vehicle travel could have financial benefits for the organisation through the reduced likelihood of fines being imposed as a result of air quality breaches and a reduced need for expenditure on responses to events attributable to climate change and on infrastructure measures to cope with such events in the future.

Corporate -

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 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 SCSP programme provides opportunities for joint working with a range of public and private sector partners to deliver the programme's outcomes, including Aberdeen Inspired, NHS Grampian, public transport operators and Co-wheels. As was the case in 2015/16, Aberdeen City Council will work closely with Aberdeenshire Council, the Moray Council and Nestrans on a joint SCSP evaluation exercise.

Public –

This report may be of interest to members of the public as it details proposed new transport projects, designed to make travelling throughout the City and the wider region easier, quicker and safer for all members of the travelling public, particularly those travelling by sustainable transport modes.

An Equalities and Human Rights Impact Assessment (EHRIA) has not been undertaken as the projects described in this report flow directly from the Council's Local Transport Strategy 2016 and the Nestrans Regional Transport Strategy, both of which have been subject to their own EHRIAs.

A Privacy Impact Assessment (PIA) has not been undertaken as none of the proposed projects should impact on the privacy of any individual.

7. MANAGEMENT OF RISK

There is no identified maintenance budget for the sustainable and active travel infrastructure described in this report. In the event of repairs being required in the future, funds would have to be identified for this. This will be minimised by the use of long-lasting and robust construction materials which will increase the lifespan of and minimise the risk of damage to facilities, as well as seeking warranties from suppliers. The proposed Minipods for Middleton Park School, for example, will come with a five-year warranty. In all cases, external funding will be sought to cover maintenance and repair costs in the first instance. The risks of inaction (not improving conditions for active travel) are also significant and are likely to result in a poor quality environment, increasing emissions contributing towards climate change, 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.

There is a risk of reputational damage to the Council should it decline offers of external funding which would allow an enhanced level of service to be delivered to the public with fewer Council resources. There is also an opportunity in terms of the Sustrans contribution to the Diamond Bridge works in that this may allow the Council to take advantage of further external funding opportunities in the future.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

Will Hekelaar, Planner

WHekelaar@aberdeencity.gov.uk

(01224) 523324

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Various Small Scale Traffic Management and Development Associated Proposals (New works)
REPORT NUMBER	CHI/16/142
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

This report is to advise this 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 disabled parking bays which now require to be progressed through the normal legal process for the required Traffic Regulation Order.

2. RECOMMENDATION(S)

This Committee: -

- i. Approve the proposals in principle;
- ii. 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 if objections are received.
- iii. Instruct the appropriate officers to commence the statutory consultation for the traffic regulation order for the list of Blue Badge parking bays with a view to implementing the bays fully if no substantial objections are received.

3. FINANCIAL IMPLICATIONS

The table below sets out the financial implications and identifies budgets that will be used to implement the proposals set out in this report.

Budget	Implementation costs (£)	Maintenance costs (£) every 5-10 years	Comments
Cycle, Walking, Safer Streets (Scot Gov grant-funded)	5245	3135	If budgets are not currently available locations will be placed on a priority list for when future funding becomes available
Developer financed	-	3310	Maintenance of these works generally falls to the council maintenance budget when they are on-street restrictions
Education Services	2000	500	
Third Don 'Diamond Bridge' Project	50	50	
City Centre Masterplan and Delivery Programme	200	150	
Structures, Flooding and Coastal Engineering	4000	560	
Nestrans / Transport Scotland	190,000	1000	
Disabled Parking	7000	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, 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

There are seventeen traffic management proposals that are the result of routine examination of road safety and traffic flows, four proposals related to development, two proposals funded by NESTRANS/SUSTRANS and further proposal funded by Education Services. It is also proposed to install 28 disabled bays at locations citywide. The rationale for all these proposals is set out below and where necessary detailed in a series of plans within the Appendix to this report.

The following proposals will be funded from the Cycling, Walking, and Safer Streets budget

5.1 North Anderson Drive, Middlefield Terrace and Middlefield Place - Proposed 'At any time' waiting restrictions.

Concerns emanated from a local resident regarding parking at the junctions of Middlefield Place with Middlefield Terrace and North Anderson Drive. Some observation established this was an issue and it is proposed to add junction protection by way of certain lengths of 'double yellow' lines.

Implementation Costs – £300.00

Estimated maintenance costs – £300.00 every 5 years

Ward –Hilton/Woodside/Stockethill

Elected members – George Adam / Neil Copeland/ Lesley Dunbar

5.2 Access Road – Bucksburn Manor / McDonalds / Lidl (Inverurie Road) - Proposed 'At any time' waiting restrictions.

Reports have been received from Lidl store, the Local Community Council and residents, that vehicles, particularly Heavy Good Vehicles, are parking on the road causing issues with traffic flow, as the carriageway is then limited to one lane. Additionally it is causing problems for access/egress from the business car parks.

Therefore in order to address this issue it is proposed to introduce 'at any time' waiting restrictions opposite the junction of both Lidl and Manor Park car parks. This would allow the junctions to remain clear and provide passing places for vehicles aiding the flow of traffic.

Implementation Costs – £150.00

Estimated maintenance costs – £150.00 every 5 years

Ward –Dyce / Bucksburn / Danestone

Elected members – Barney Crockett / Graeme Lawrence / Neil MacGregor / Gill Samarai

5.3 **Forbesfield Road / Forbesfield Lane** – Proposed ‘At any time’ waiting restrictions.

Reports have been received from concerned residents that vehicles are parking on the corner of the junction of Forbesfield Lane, which is restricting visibility at this junction.

Therefore in order to address this issue it is proposed to introduce ‘at any time’ waiting restrictions in the form of junction protection allowing for increased visibility when negotiating this junction.

Implementation Costs – £120.00

Estimated maintenance costs – £120.00 every 5 years

Ward – Hazlehead / Ashley / Queens Cross

Elected members – John Corall / Martin Greig / Jennifer Stewart / Ross Thomson

5.4 **Ashgrove Road / Belmont Gardens** - Proposed extension to ‘At any time’ waiting restrictions and consolidation of traffic order for previous 5 metre extension.

Reports have been received with regard to vehicles parking within very close proximity to the junction of Ashgrove Road and Belmont Gardens, which is hampering visibility and causing road safety concerns at this junction. The existing ‘At any time’ waiting restrictions at this junction, on the east side of Belmont Gardens, have previously been extended by the permitted 5 metre deviation to the length stated in the current Traffic Regulation Order. It is proposed to further extend these ‘at any time’ waiting restrictions to maintain access/egress to the driveway at property no. 54 Belmont Gardens and consolidate the current Traffic Regulation Order to reflect these extensions.

Implementation Costs – £ 15

Estimated maintenance costs – £15 every 5 years

Ward – Midstocket / Rosemount

Elected members – Bill Cormie / Alex Nicoll / Jenny Laing

5.5 **Cornhill Road near Westburn Park** - Proposed amendment to the ‘pay & display’ parking restriction times, from Monday - Saturday (8am - 6pm) to Monday - Friday (8am – 6pm) on certain lengths of Cornhill Road.

The Community Council for Rosemount and Mile End has requested that officers consider an amendment to the parking restriction times, from Monday - Saturday (8am - 6pm) to Monday - Friday (8am - 6pm) on certain lengths of Cornhill Road, i.e. those immediately adjacent to the playpark located within Westburn Park. This is to encourage use of the playpark by those who require to travel there by vehicle.

Whilst a good turnover of parking is currently promoted through the pay and display option available on these sections of road, there is a chance that removing Saturday from the controlled parking times would result in a reduction of on-street parking opportunity for visitors to Westburn Park, with on-street parking at this location being taken up by hospital employees throughout their working day. However officers would be keen to promote this amendment to the parking restrictions and then monitor this to see if this was the case.

Implementation Costs – £260.00

Estimated maintenance costs – £260.00 every 5-10 years

Ward – Midstocket / Rosemount

Elected members – Bill Cormie / Alex Nicoll / Jenny Laing

5.6 **Kepplehills Drive** - Proposed length of 'At any time' waiting restrictions

A resident of Kepplehills Drive has made representation to officers from the Traffic Management team relating to vehicles frequently parking opposite a disabled 'Blue Badge' holder parking bay located outside their property. Due to the road width at this location, and because the street is on a bus route, this prevents the disabled parking bay from being utilised as parking on both sides of the street would cause an obstruction to through traffic. Officers therefore propose that 'At any time' waiting restrictions are implemented opposite the Blue Badge holder parking bay to maintain the use of this bay at all times.

Implementation Costs – £30.00

Estimated maintenance costs – £30.00 every 5 years

Ward – Dyce/ Bucksburn / Danestone

Elected members – Barney Crockett / Graeme Lawrence / Neil MacGregor / Gill Samarai

5.7 **Upper Mastrick Way / Ugie Place** - Proposed lengths of 'At any time' waiting restrictions

Reports have been received with regard to vehicles parking within very close proximity to the junction of Ugie Place and Upper Mastrick Way, which is hampering visibility and causing road safety concerns at this junction in particular when exiting onto Ugie Place.

In order to address this issue it is proposed to introduce 'at any time' waiting restrictions in the form of junction protection allowing for increased visibility and room for vehicles to manoeuvre when negotiating this junction.

Implementation Costs – £120.00

Estimated maintenance costs – £120.00 every 5 years

Ward – Northfield / Mastrick North

Elected members – Scott Carle / Jackie Dunbar / Gordon Graham

5.8 **Provost Graham Avenue – Proposed length of prohibition of waiting**

Following concern regarding parking on both sides of the road and the ensuing difficulty this road narrowing causes it was decided to restrict parking on one side of the road. This is to be done on the North side so as to aid visibility through the bend.

Implementation Costs – £250.00

Estimated maintenance costs – £250.00 every 5 years

Ward –Hazlehead/Ashley/Queens Cross

Elected members – John Corall/Martin Greig/Jennifer Stewart/Ross Thomson

5.9 **Ruthrieston Place - Proposed 'At any time' waiting restrictions**

Reports have been received from local residents about vehicles parking at and near the junction of Ruthrieston Place and Ruthrieston Circle. This is causing a visibility issue for drivers. Furthermore the dropped kerbs used for pedestrians crossing the road are being blocked by parked vehicles.

Therefore in order to address this issue it is proposed to introduce 'at any time' waiting restrictions at the junction of Ruthrieston Place / Ruthrieston Circle.

Implementation Costs – £250.00

Estimated maintenance costs – £250.00 every 5 years

Ward – Airyhall / Broomhill / Garthdee

Elected members – Angela Taylor, Gordon Townson, Ian Yuill

5.10 **Springbank Terrace, Crown Street and Wellington Place– Proposed 'No Loading Restrictions'**

Reports have been received from City Wardens concerning vehicles parking on the double yellow lines very close to the junction. This is a problem with delivery drivers and customers accessing the take-away restaurant. Wardens have to wait 5 minutes to issue a ticket by which time the driver is able to leave and return with no consequence. This is causing a safety issue at the junction as the parked vehicles are obscuring pedestrians wishing to use the crossing.

Therefore in order to address this issue it is proposed to introduce 15m of 'No Loading Restrictions' (Yellow kerb markings) for the time period of 07:30-09:30 am and 16:30-19:30pm, Monday- Sunday, to ensure the junction area is clearly visible during peak traffic periods. The marking lengths will be

shorter on Wellington Place to take into account the existing on street parking bays.

Implementation Costs – £300.00

Estimated maintenance costs – £150.00 every 5 years

Ward –Torry/Ferryhill

Elected members – Yvonne Allan, Graham Dickson, Alan Donnelly, James Kiddie.

5.11 **Slessor Drive** Proposed 'At any time' waiting restrictions

Reports have been received from local residents of cars parking close or on the junction of Caiesdykes Road and Slessor Drive. This is causing a visibility issue for motorists exiting Slessor Drive onto Caiesdykes Road particularly those wishing to turn right (West) and pedestrians looking to cross the road.

Therefore in order to alleviate this issue it is proposed to introduce, in the form of junction protection, a section of 10m 'at any time' waiting restrictions at the junction of Caiesdykes Road and Slessor Drive.

Implementation Costs – £150.00

Estimated maintenance costs – £150.00 every 5 years

Ward – Kincorth / Nigg / Cove

Elected members – Neil Cooney, Andrew Finlayson, Stephen Flynn

5.12 **Caiesdykes Road** - Proposed 'At any time' waiting restrictions

Reports have been received from local residents of cars parking close or on the junction of Caiesdykes Road and Cairngorm Drive. This is causing a visibility issue for motorists exiting Caiesdykes Road onto Cairngorm Drive, particularly those wishing to turn right (West) and pedestrians looking to cross the road.

Therefore in order to alleviate this issue it is proposed to introduce, in the form of junction protection, a section of 10m 'at any time' waiting restrictions at the junction of Caiesdykes Road and Cairngorm Drive.

Implementation Costs – £150.00

Estimated maintenance costs – £150.00 every 5 years

Ward – Kincorth / Nigg / Cove

Elected members – Neil Cooney, Andrew Finlayson, Stephen Flynn

5.13 **North Deeside Road, Peterculter** – 'time limited' parking

It has been brought to the attention of officers there are difficulties in accessing the layby on North Deeside Road, Peterculter, directly adjacent to the pharmacy/library, due to vehicles parking long term. It is therefore

proposed to introduce 'time limited' parking; the operational hours would be 8am to 6pm, Monday to Saturday, with a maximum stay of 45 minutes and no return within 15 minutes.

The proposal is as indicated on the plans below.

Implementation cost - £250

Estimated maintenance cost - £250 every 5 years

Ward – Lower Deeside

Elected Members – Marie Boulton; M Tauqueer Malik; Aileen Malone

5.14 **Greyhope Road** – reduction in speed limit to 30 mph

Local residents' on Greyhope Road have brought to the attention of officers instances of inappropriate vehicular speed and anti-social speeding traffic on Greyhope Road. It is therefore proposed in terms of road safety to reduce the current national speed limit to 30 mph for the length of Greyhope Road.

Implementation cost - £2,000

Estimated maintenance cost - £420 every 5-10 years

Ward – Torry / Ferryhill

Elected Members – Yvonne Allan; Graham Dickson; Alan Donnelly; James Kiddie.

5.15 **Alford Lane / Albyn Lane** – 'loading only past this point'

Concerns have been raised with respect to vehicles parking on the northern section of Alford Lane and at the very end of Albyn Lane at its junction with Alford Lane.

The section of road concerned has a cobbled surface and the area has been designed to be attractive for pedestrian passage between Alford Place and Holburn Street, with motorised traffic only able to access premises adjacent to Alford Lane by way of Albyn Lane. Unfortunately it is the case these lengths of road are now regularly being used for 'long stay' parking, with pedestrians on the lane having to negotiate their way round these vehicles.

To address this issue the preference would not be to introduce 'double yellow' lines on the cobbled area as it would diminish the visual attractiveness of the area. Consequently, as an alternative, it is proposed to introduce 'loading only past this point' signs towards the end of Albyn Lane on the approach to Alford Lane. This will prevent obstructive 'long term' parking but still allow drivers to stop their vehicles on the lengths of lane concerned to legitimately load/unload or take access to adjacent properties.

Implementation Costs – £ 400

Estimated maintenance costs – £120 every 5-10 years

Ward – Hazlehead / Ashley /Queen's Cross

Elected Members – John Corall / Martin Greig / Jennifer Stewart / Ross Thomson

5.16 Mastrick Drive – ‘At any time’ waiting restrictions

Officers have been approached by the Head Teacher at Muirfield School who highlighted that parked vehicles on the corners of junctions on roads adjacent to the school were causing a potential road safety hazard. It is therefore proposed to establish ‘at any time’ waiting restrictions as junction protection to ensure visibility is maintained at, and on approach to the junctions of East Main Avenue and New Park Road with Mastrick Drive.

Implementation cost - £250

Estimated maintenance cost - £250 every 5 years

Ward – Kingswells / Sheddocksley / Summerhill

Elected Members – David Cameron; Steve Delaney; Len Ironside

5.17 St Andrew Street – ‘Loading Bay’

When the Hilton Gardens Inn Hotel was constructed in 2009 on St Andrew Street there was a condition a lay-by would be constructed and its purpose would be for the exclusive use by vehicles that are being loaded/unloaded. As a consequence ‘double yellow’ lines were applied throughout the extent of the bay and while these generally protect the area for its intended purpose, it’s the case that Disabled Badge Holders, who have a general exemption from ‘double yellow’ lines when not causing an obstruction, have started parking in the bay. It is therefore proposed the ‘double yellow’ lines should be replaced with bay markings and signs that define the loading/unloading purpose of the lay-by applies to all vehicles.

Implementation cost - £250

Estimated maintenance cost - £150 every 5 years

Ward – George Street / Harbour

Elected Members – Michael Hutchison / Jean Morrison / Nathan Morrison

The following proposals will be funded by developers

5.18 Aberdeen Exhibition Conference Centre

Following planning approval for the redevelopment of the Rowett site alongside the A96 to accommodate the new AECC some of the existing road network is to be stopped up.

Implementation Costs – N/A

Estimated maintenance costs – N/A

Ward – Dyce/Bucksburn/Danestone

Elected members – Barney Crockett/ Graeme Lawrence/ Neil MacGregor/ Gill Samarai

5.19 Rosehill Replacement Centre – Certain lengths of prohibition of waiting at any time

Following planning approval 4 spaces are to be removed from the access on Mastrick Drive to satisfy visibility splay requirements.

Implementation Costs – N/A

Estimated maintenance costs – £60 every five years.

Ward – Dyce/Bucksburn/Danestone

Elected members – Barney Crockett/ Graeme Lawrence/ Neil MacGregor/ Gill Samarai

5.20 Stoneywood School

Proposed 20 mph zones in vicinity of the new Stoneywood Primary School.

Implementation Costs – N/A

Estimated maintenance costs – £2250 every 5 - 10 years

Ward – Dyce/Bucksburn/Danestone

Elected members – Barney Crockett/ Graeme Lawrence/ Neil MacGregor/ Gill Samarai

5.21 Flourmill Lane / Netherkirkgate / St Catherine's Wynd – Traffic management measures associated with Marischal Square development

As a part of the Marischal Square development it is considered necessary to introduce a number of traffic management restrictions on Flourmill Lane, Netherkirkgate and St Catherine's Wynd. A summary follows: -

- Motor vehicles will be prohibited from entering Flourmill Lane from Upperkirkgate except for the purpose of access.
- At the eastern end of Flourmill Lane and on Netherkirkgate (part of) / St Catherine's Wynd, a "Pedestrian and Cycle Zone" will be created with the exception for loading by goods vehicles and for access by disabled badge holders. The aforementioned restriction will operate from Monday to Saturday, between the hours of 7am and 8pm, and on any Sunday, between the hours of 10am and 6pm.
- On Flourmill Lane there will be two bays off its north side for the exclusive use by goods vehicle actively loading/unloading. The existing goods vehicles loading only area on Netherkirkgate (to the south of its junction with Flourmill Lane) will be retained.

- The parking bays on St Catherine's Wynd for the exclusive use of disabled badge holders will be retained.
- Beyond dedicated bays/areas for loading and disabled parking, the remaining lengths of these roads will be subject to a prohibition of waiting at any time ("double yellow" lines).
- Also when exiting St Catherine's Wynd, vehicles will only be able to turn left on to Union Street.

The above measures with respect to access will ensure vehicles are only travelling on this road to access off-road premises, or to load/unload, or to reach the disabled parking bays located on St Catherine's Wynd. Likewise the proposed "Pedestrian and Cycle Zone" will ensure an area subject to significant pedestrian passage is largely free of motorised vehicles during peak periods. A 24 hour / 7 day operation was considered for the "Pedestrian and Cycle Zone" but there are a small number residential apartments in this area where it would be convenient to provide access to load/unload during off-peak periods.

The proposed restrictions on access will also prevent/mitigate the possibility of drivers using these roads as a cut through to Union Street when considering the proposed closure of Broad Street to general motorised traffic with the exception of buses (between its junctions with Upperkirkgate and Queen Street).

Implementation costs - N/A

Estimated maintenance costs - £1000 every 5-10 years

Ward – George Street / harbour

Elected members – Michael Hutchison / Jean Morrison / Nathan Morrison

The following proposal will be funded by Education Services

5.22 Greenbrae Crescent – proposed one way

The redevelopment of Greenbrae Primary School and nursery will gradually increase the pupil role over the next 5 years.

As a part of the ongoing commitment ensuring the safety and wellbeing of the children travelling to and from Greenbrae School, whilst also considering the needs of residents living close to the school, this proposal for traffic to travel one way (in a southerly direction) on Greenbrae Crescent will help minimise traffic congestion in the area of Greenbrae Crescent/School during school drop-off and pick-up times.

Implementation costs – £2000 cost met by Education Services budget

Estimated maintenance costs - £500 every 5-10 years

Ward – Bridge of Don

Elected members – Muriel Jaffrey; John Reynolds; Sandy Stuart; Willie Young

The following proposal will be funded from the Third Don 'Diamond Bridge' budget

5.23 Wingate Road – Proposed length of prohibition of waiting at any time

As part of the 'Diamond Bridge' project a dedicated cycle facility was introduced along the extent of the new route. On the Tillydrone Avenue length of the route, the cycle facility crosses the junction with Wingate Road by way of an inset raised table that has 'give way' marking on either side for vehicles travelling on Wingate Road. Unfortunately since the opening of the new route it has been observed that vehicles are being parked both on the raised table and on the 'give way' marking on the west side of the table. This obstructs the crossing for cyclists and also obscures the 'give way' marking for eastbound drivers on Wingate Road. In order to remedy this situation a temporary traffic order has been promoted to extend the 'double yellow' lines already present at the junction and Committee approval is therefore sought for the promotion of a permanent traffic order.

Implementation costs - £Nil (cost met by Third Don 'Diamond Bridge' Project)

Estimated maintenance costs - £50 every 5 years

Ward – Tillydrone / Seaton / Old Aberdeen

Elected Members – Ross Grant / Ramsay Milne / Jim Noble

The following proposal will be funded through the City Centre Masterplan and Delivery Programme

5.24 Schoolhill - Proposed motorcycle bay

The Aberdeen City Centre Masterplan and Delivery Programme (CCMP) was unanimously approved by Council on 24 June 2015. The Masterplan outlines a 20-25 year development strategy for the city centre. The public realm space situated on Schoolhill outside Aberdeen Art Gallery forms part of the vision for the 'Heart of the City' intervention area within the masterplan. The vision being, 'The heart of the city centre will be reinvigorated with internal and external spaces that knit together the medieval and Georgian city'.

Intervention in this space will have the following benefits for the city centre: an improved arrival point for the £30m refurbishment of Aberdeen Art Gallery, improved perception amongst investors, greater footfall leading to an increase in business sales, increased investor confidence and increased visitor numbers and spend.

The resulting change to parking arrangements necessitates the movement of the existing motorcycle parking from the Schoolhill quadrangle to an area in the lay-by outside the Academy.

Implementation Costs – £200 implementation cost met by City Centre Masterplan and Delivery Programme budget

Estimated maintenance costs – £150 every 5 years

Ward –George Street/Harbour

Elected members – Michael Hutchinson/Jean Morrison/Nathan Morrison

The following proposal will be funded by Structures, Flooding and Coastal Engineering

- 5.25 **Sinclair Road and Greyhope Road** - Proposed One Way and 7.5 tonne weight restriction except for access

Concerns regarding the strength of coastal restraints have decreed that traffic should be restricted to vehicles under 7.5 tonnes (except for access) and should travel one way only.

Implementation Costs – £4K implementation cost met by a Structures, Flooding and Coastal Engineering budget

Estimated maintenance costs – £560.00 every 5-10 years

Ward –Torry/Ferryhill

Elected members – Yvonne Allan, Graham Dickson, Alan Donnelly, James Kiddie.

The following proposal will be funded by Nestrans/Sustrans

- 5.26 **Craigshaw Drive Cycle Route**

It is intended to create a shared use cycle route along Craigshaw Drive that will connect the Shell Cycle Path with Wellington Road. The eastern/northern footway of Craigshaw Drive will require resurfacing, tactile paving and some kerb maintenance along with the relevant signing and lining to bring the path up to a reasonable standard for a shared use footway. A traffic regulation order will also be progressed to re-determine the footway. This project is fully funded by Nestrans and Sustrans.

Implementation costs - £90,000 implementation cost met by Nestrans/Sustrans

Estimated maintenance costs - £500 every 5-10 years

Ward – Kincorth/Nigg/Cove

Elected Members – Neil Cooney / Andrew Finlayson / Stephen Flynn

5.27 **Wellheads Drive / Farburn Terrace Cycle Link**

Aberdeen City Council is working to provide improved routes for cyclists and pedestrians throughout the city. To assist with improving the active travel network, a dual use cycle route is proposed on the west side of the Wellheads Drive/Farburn Terrace road corridor between the end of the existing cycle path at Wellheads Drive and Farburn Terrace.

There are currently no specific cycle facilities which bypass the existing roundabout, therefore the proposed Wellheads Drive cycle route will contribute to the continuing development of a safe, attractive, connected and coherent cycle network serving the airport and the rail station via the Airport bus turning circle.

For this proposal to progress a traffic order will be required to redetermine a certain length of existing footway to a shared pedestrian/cycle track.

Implementation costs - £100,000 implementation cost met by Nestrans / Sustrans

Estimated maintenance costs - £500 every 5-10 years

Ward – Dyce / Bucksburn / Danestone

Elected Members – Barney Crockett / Graeme Lawrence / Neil MacGregor / Gill Samarai

The following proposals will be funded from the Disabled Parking Revenue Budget

- 5.28 **Disabled parking bays to be provided through the Disabled Persons Parking Places (Scotland) Act 2009** **(Plans are not included as under normal circumstances a parking bay will be located close to the property concerned)*

On-street parking – 28 disabled parking bays

40 Park Place	52 Sunnybank Road
Flat D, 3 Constitution Lane	19 Baxter Court
353 Springhill Road	7 Tollohill Drive
19 Laws Drive	10 Overhill Gardens
117 Heatherwick Road	335 North Deeside Road
30 Portree Avenue	15 Liddell Place
34 Cadenhead Road	47 Mortimer Drive
3 Provost Rust Drive	20 Foresters Avenue
15 Swannay Square	19 School Avenue
177 Hilton Drive	9 Kings Cross Avenue
22 Lerwick Road	140 Pittodrie Place
3 Dugald Baird Square	138 Pittodrie Place
7 Brucklay Court	143 North Anderson Drive
110 Garthdee Road	79 Bonnyview Drive

Off-street parking

None

6. IMPACT

Improving Customer Experience – The content of the report meets with the local Community Plan objectives to continually improve road safety and maximize accessibility for pedestrians and all modes of transport. As the recommendation is to approve the proposals, there will be a positive impact on current customer experience.

Improving Staff Experience – Not Applicable

Improving our use of Resources – Not Applicable

Corporate – 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”. With respect to the 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.” These proposals are also in line with the Council’s Transportation Strategy to improve safety for all road users by continuing to reduce the number of casualties in traffic collisions.

Public – There is no Equality and Human Rights Impact Assessment required as this report only recommends these proposals progress to the Statutory Consultation process and subsequent public advertisement of the proposed schemes. Accordingly there will be no changes effected as a result of the recommendations being approved by this Committee.

This report will be of interest to the residents/proprietors/businesses within the proposal areas.

7. MANAGEMENT OF RISK

Having assessed the risks identified within all the proposals, and the potential to impact negatively or positively on the decision required of the Committee, it has been assumed that the risk is low. Where recommendations are not accepted with regard to a number of these proposals there is the risk road safety levels and traffic management could be compromised thereby resulting in on-going public concern, negative media reporting, and reputational damage. Conversely, proposals with regard to traffic management measures can often prove contentious and it is therefore possible some of these proposals could be subject to negative feedback/comments. In this respect, concerned parties would be provided with a thorough rationale as to the necessity for the traffic management proposal concerned.

8. BACKGROUND PAPERS

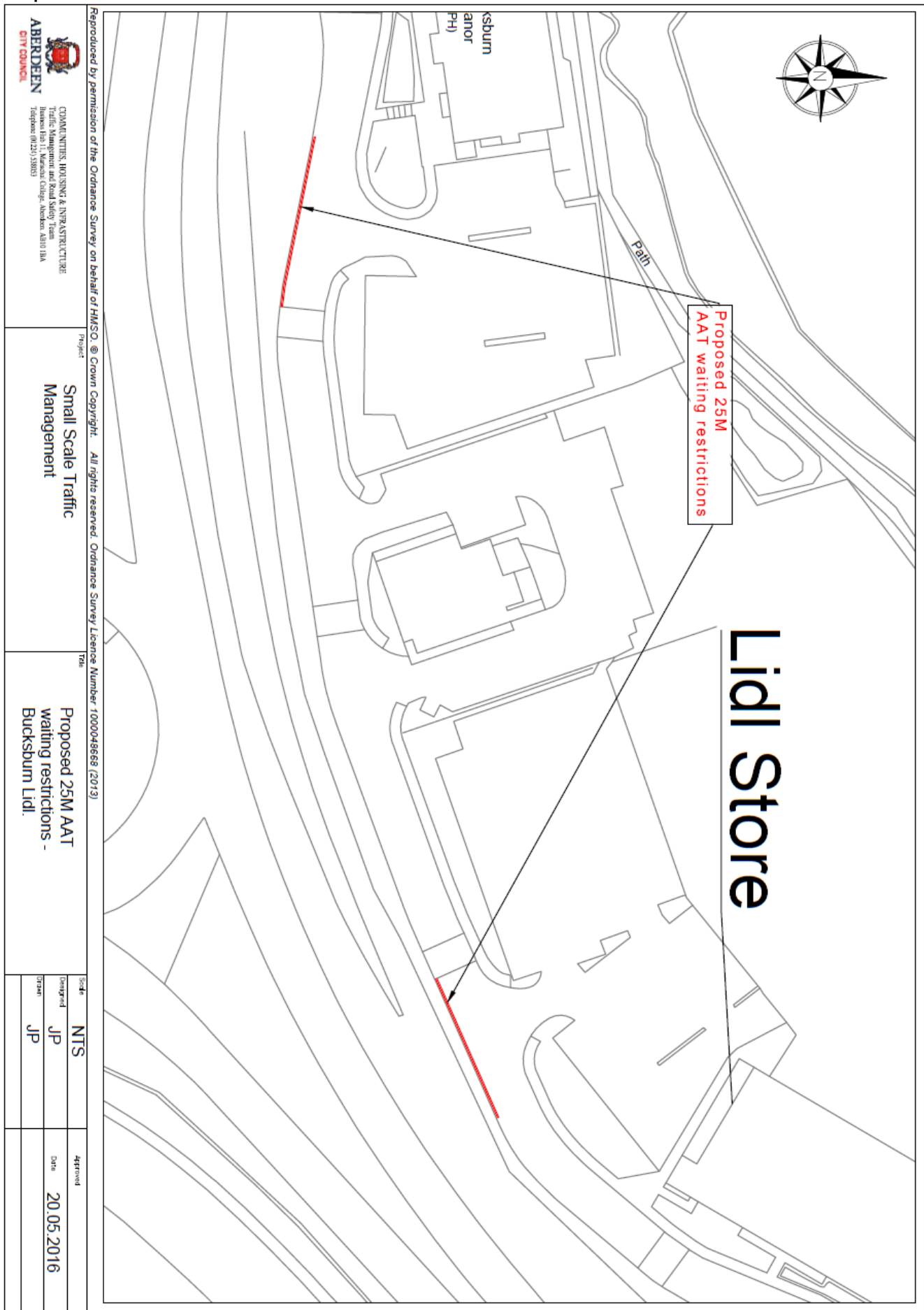
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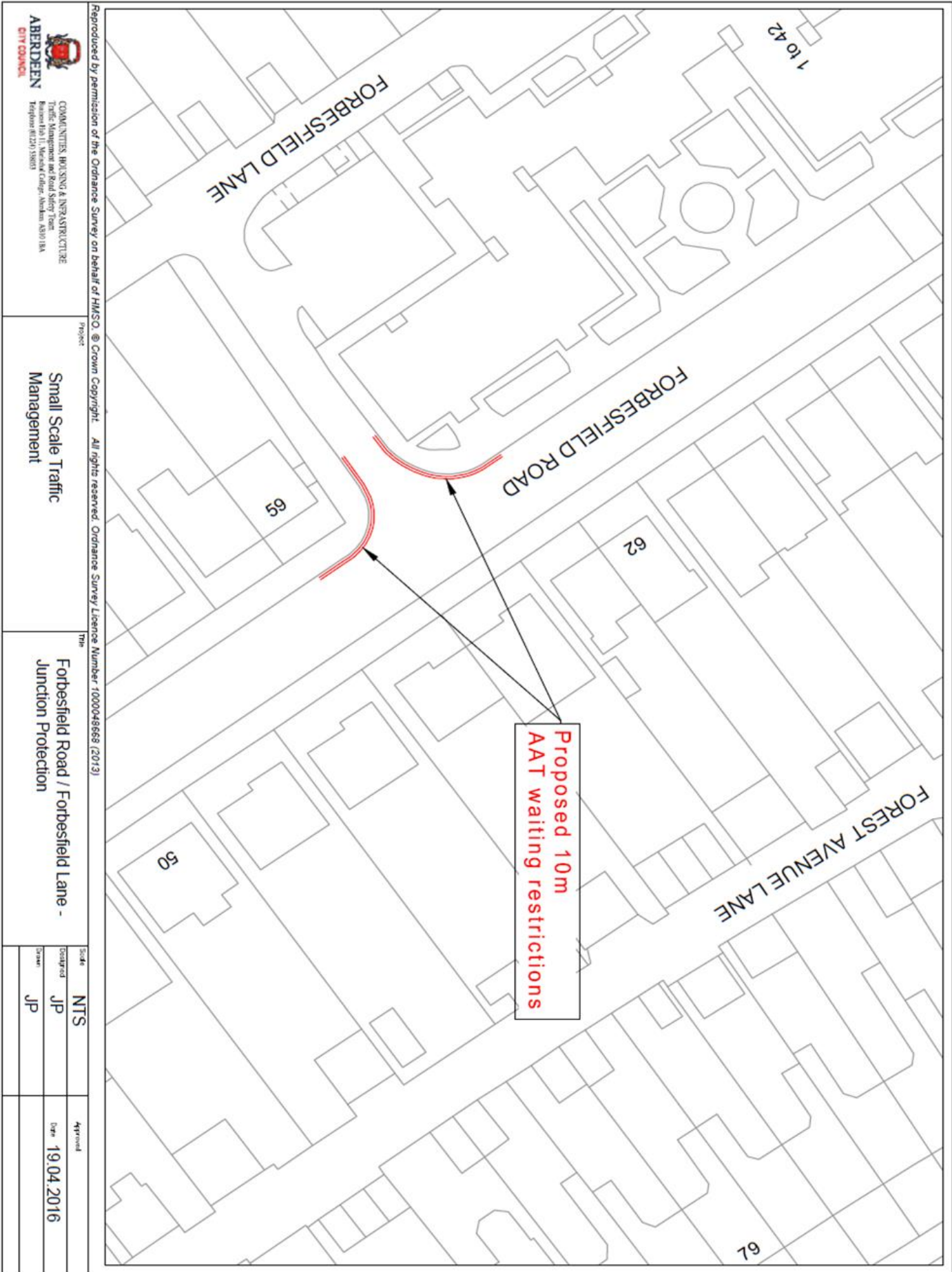
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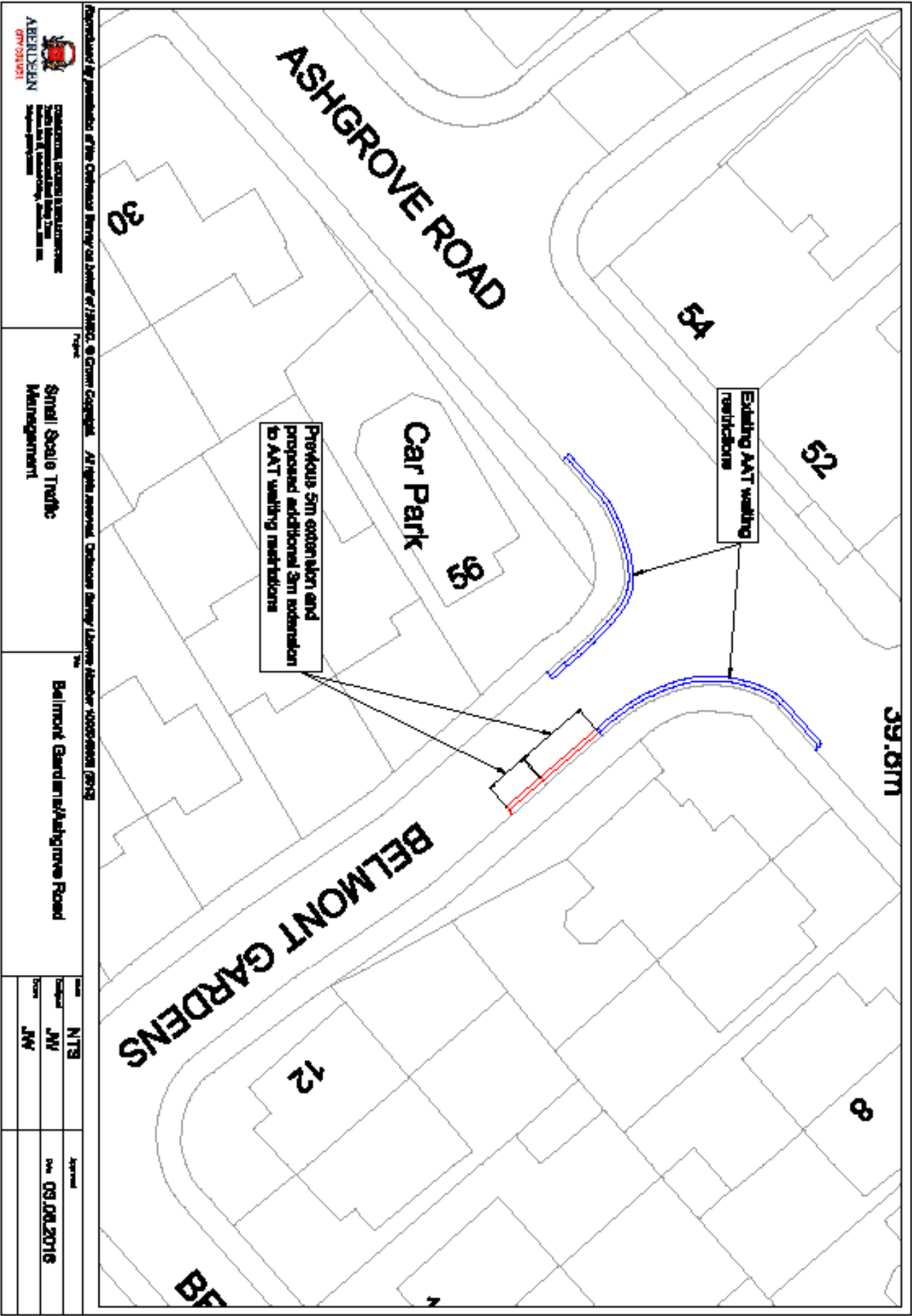
Iain Fitzpatrick
Technical Officer
Email: ifitzpatrick@aberdeencity.gov.uk
Tel. 01224 (52)3924

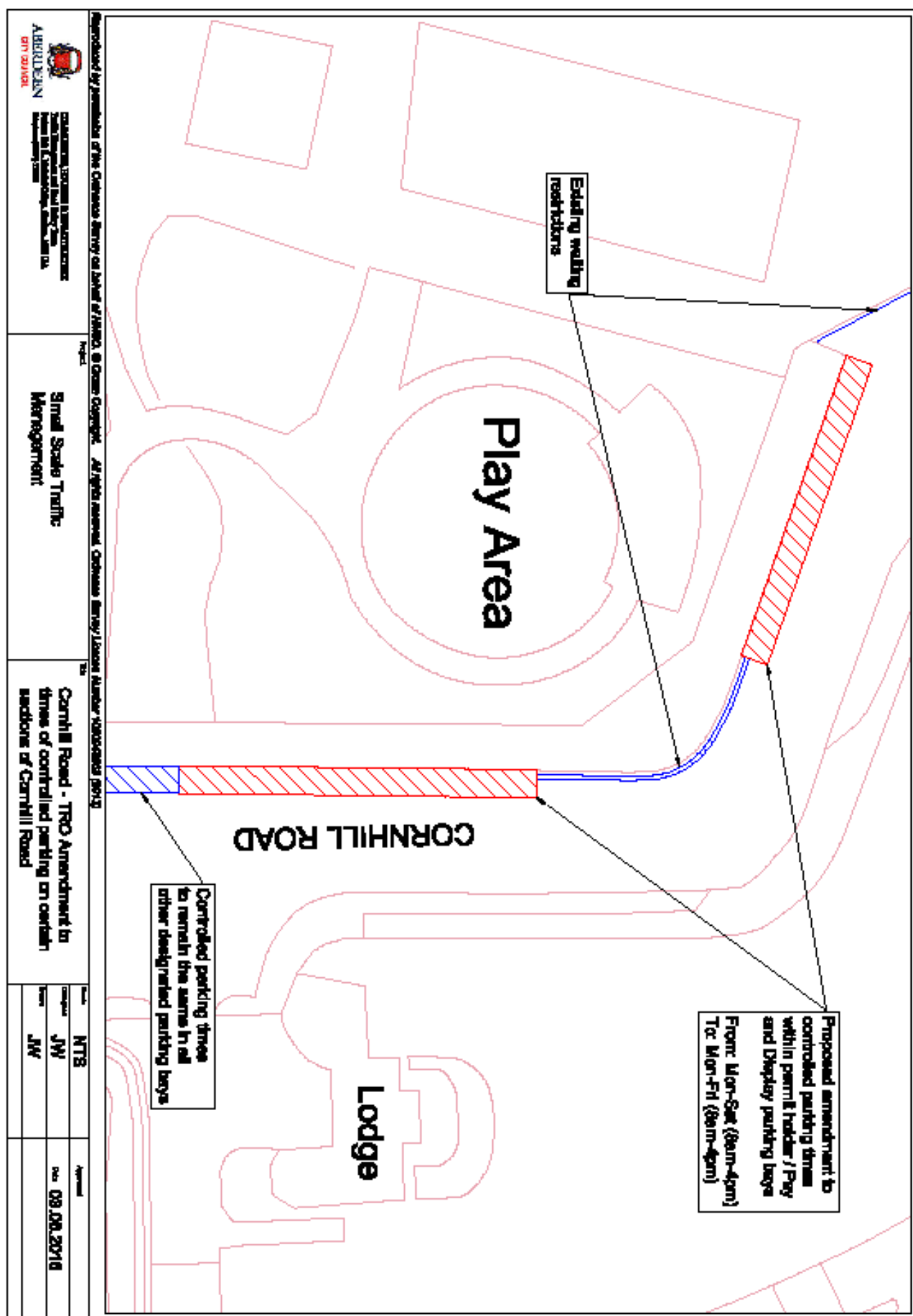
Report Reference 5.1

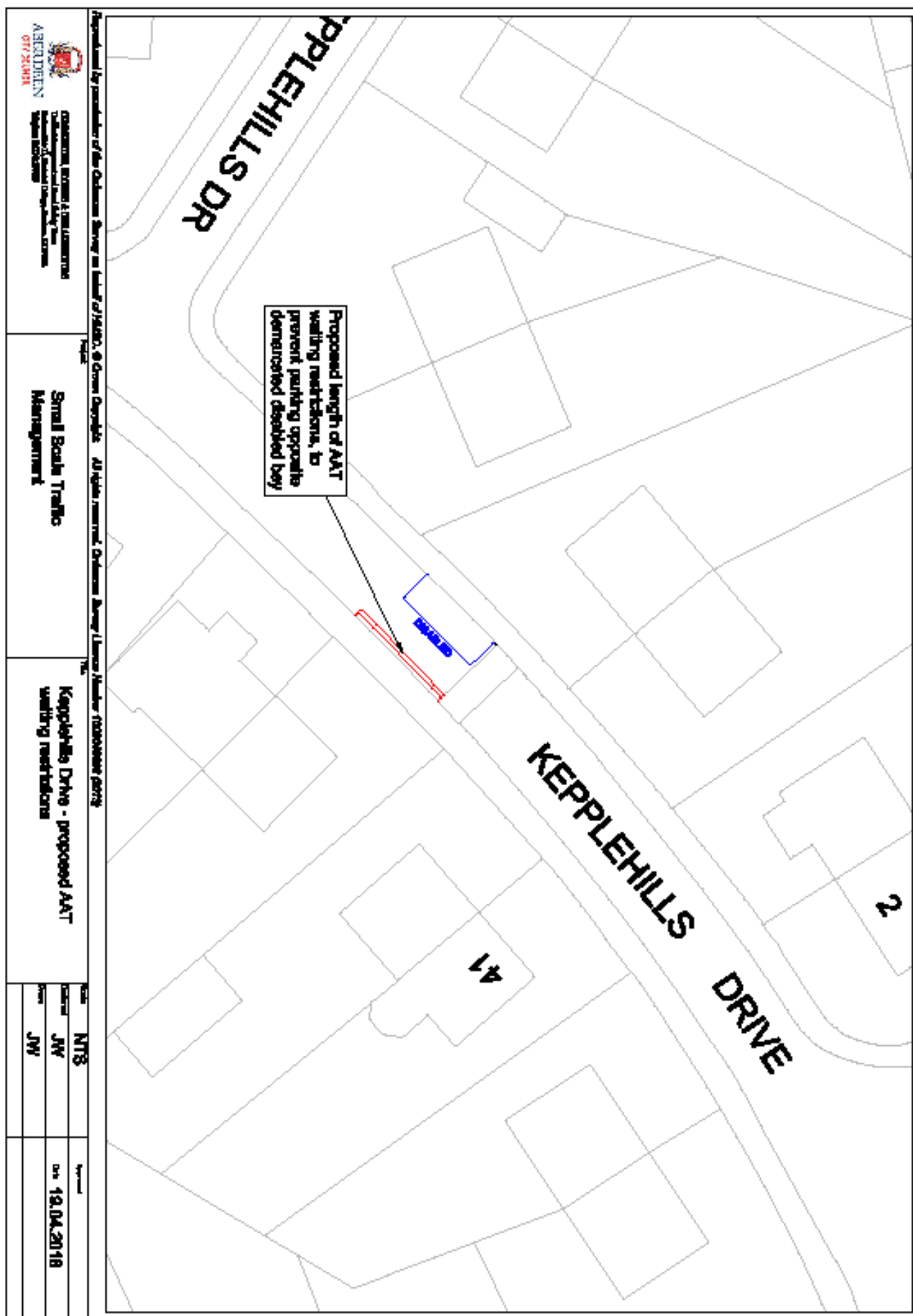


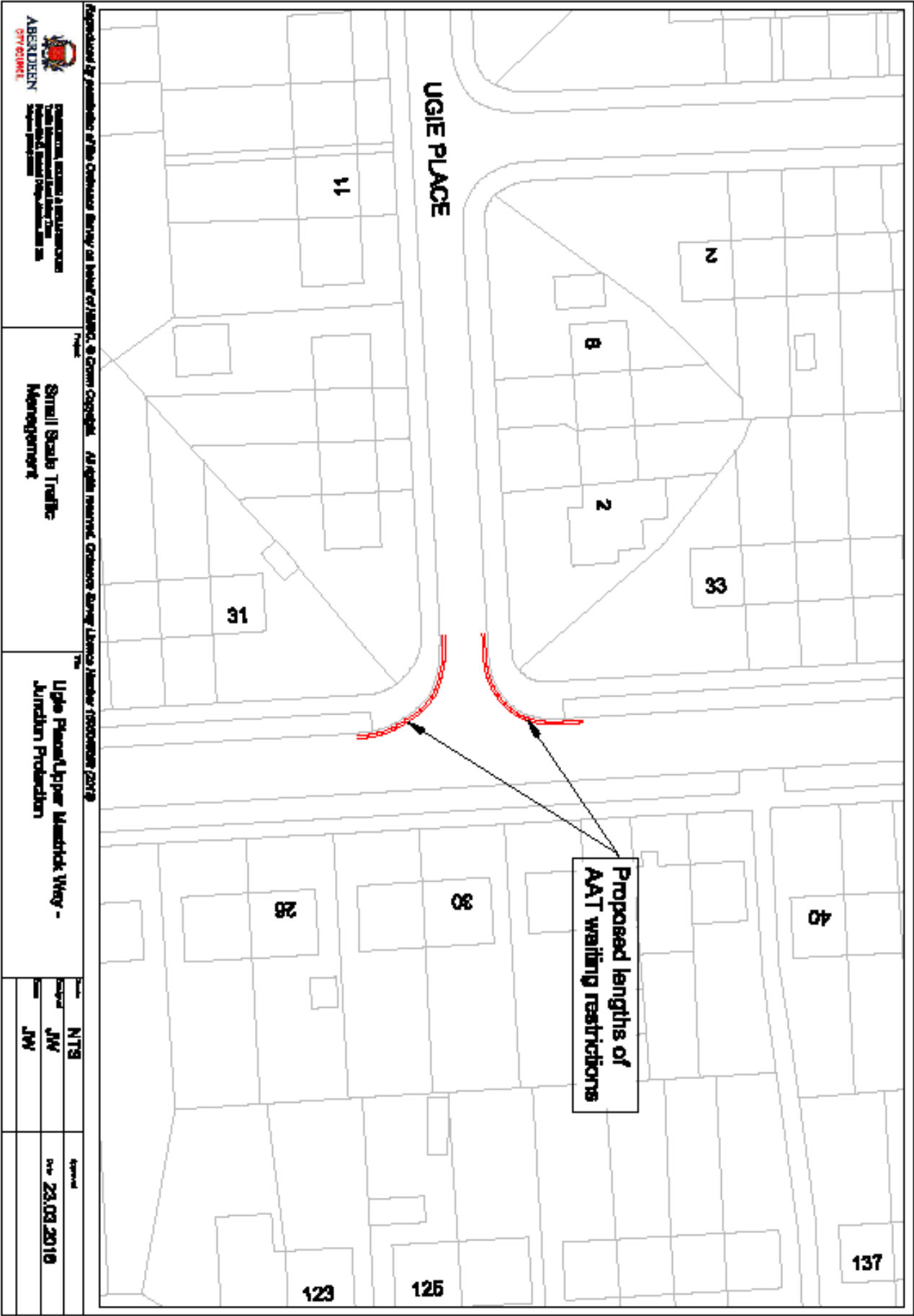


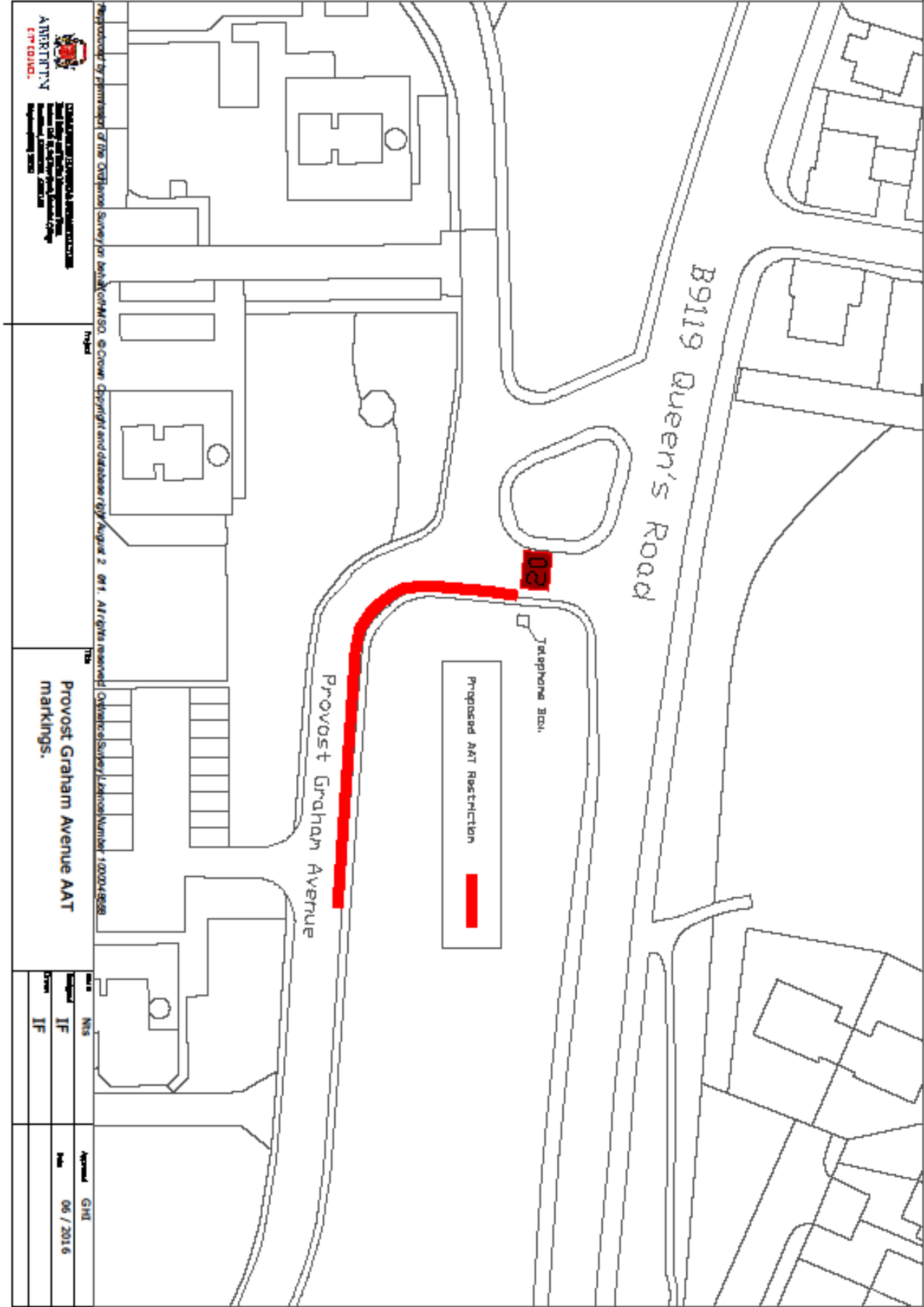


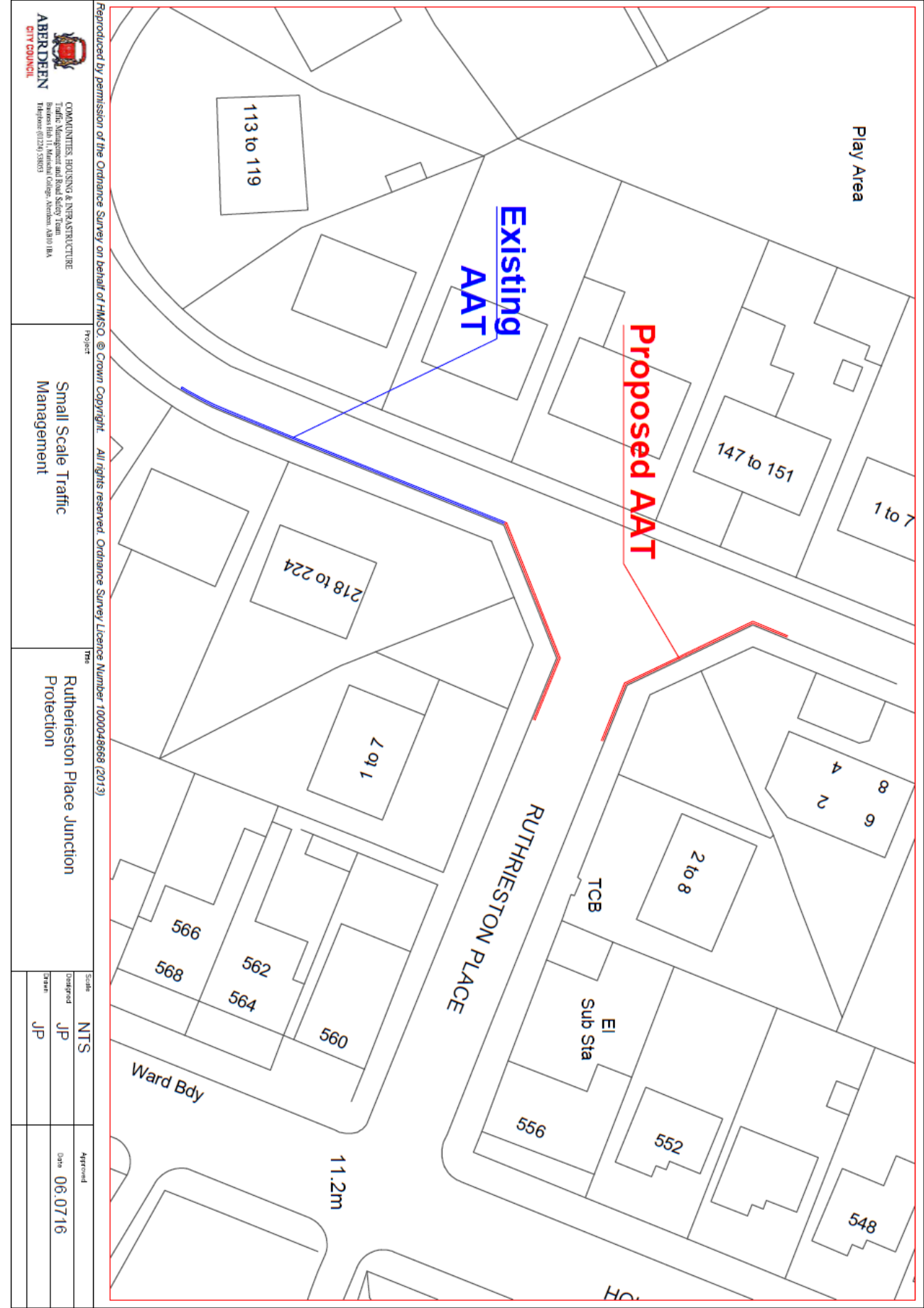


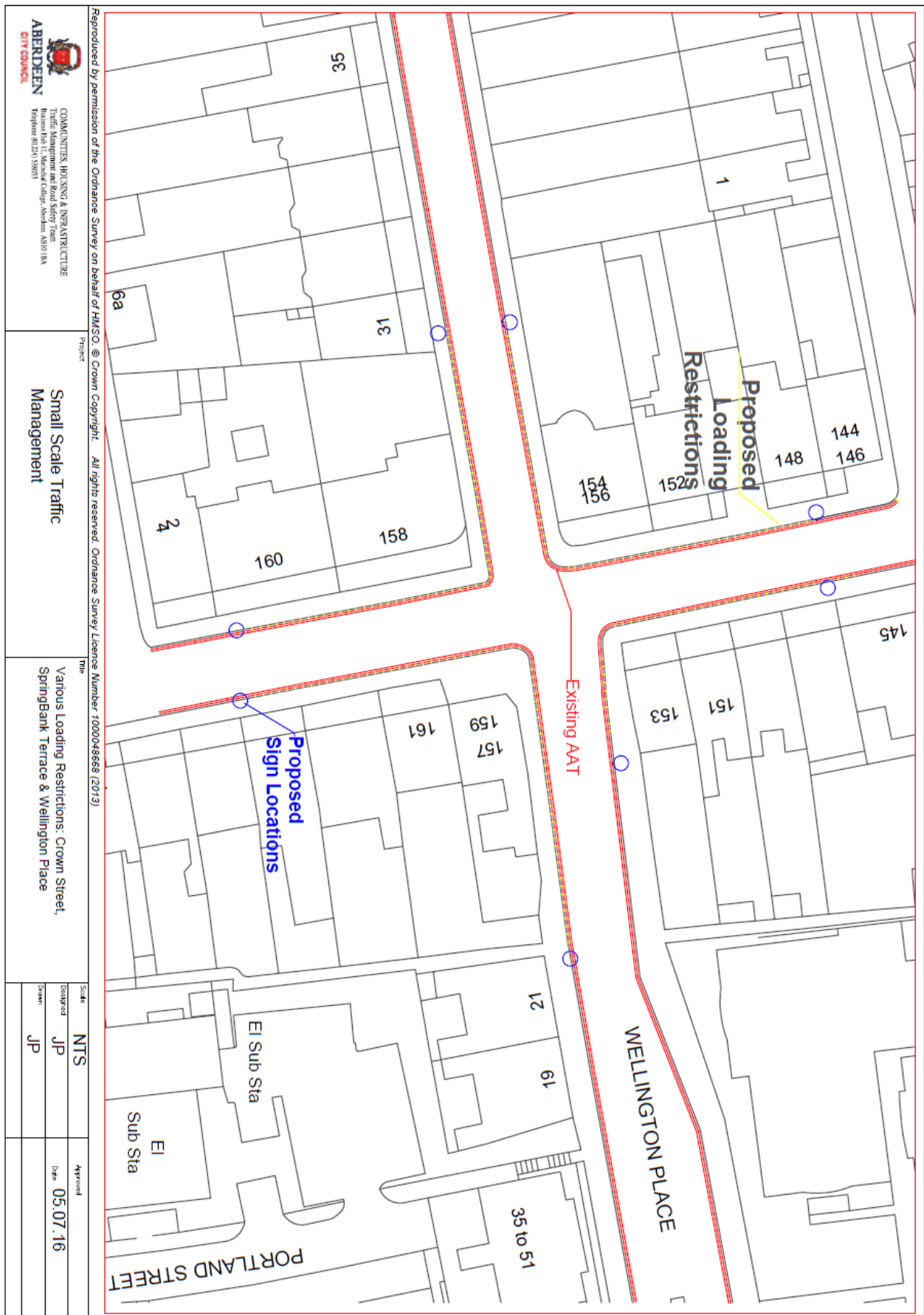


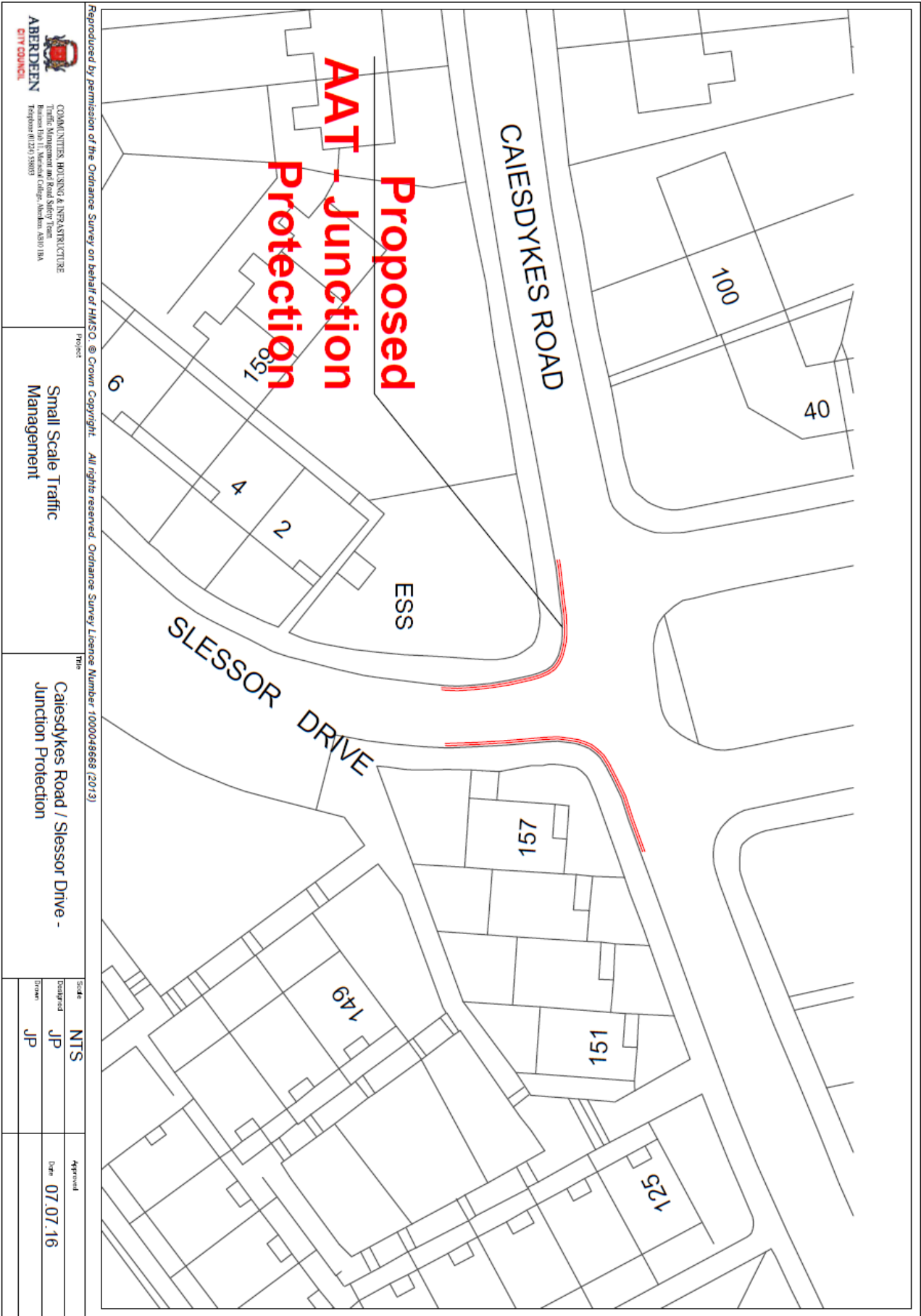


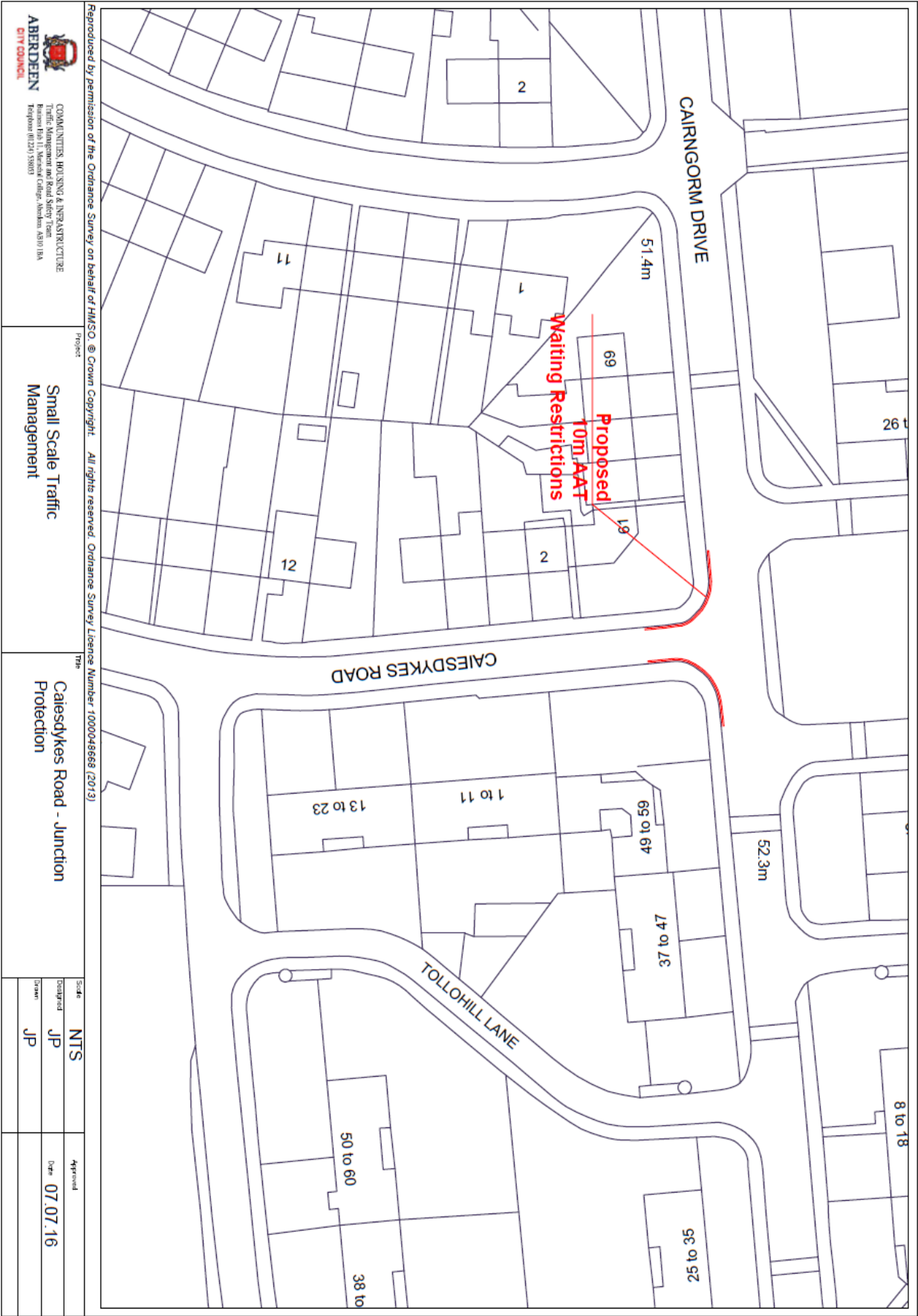


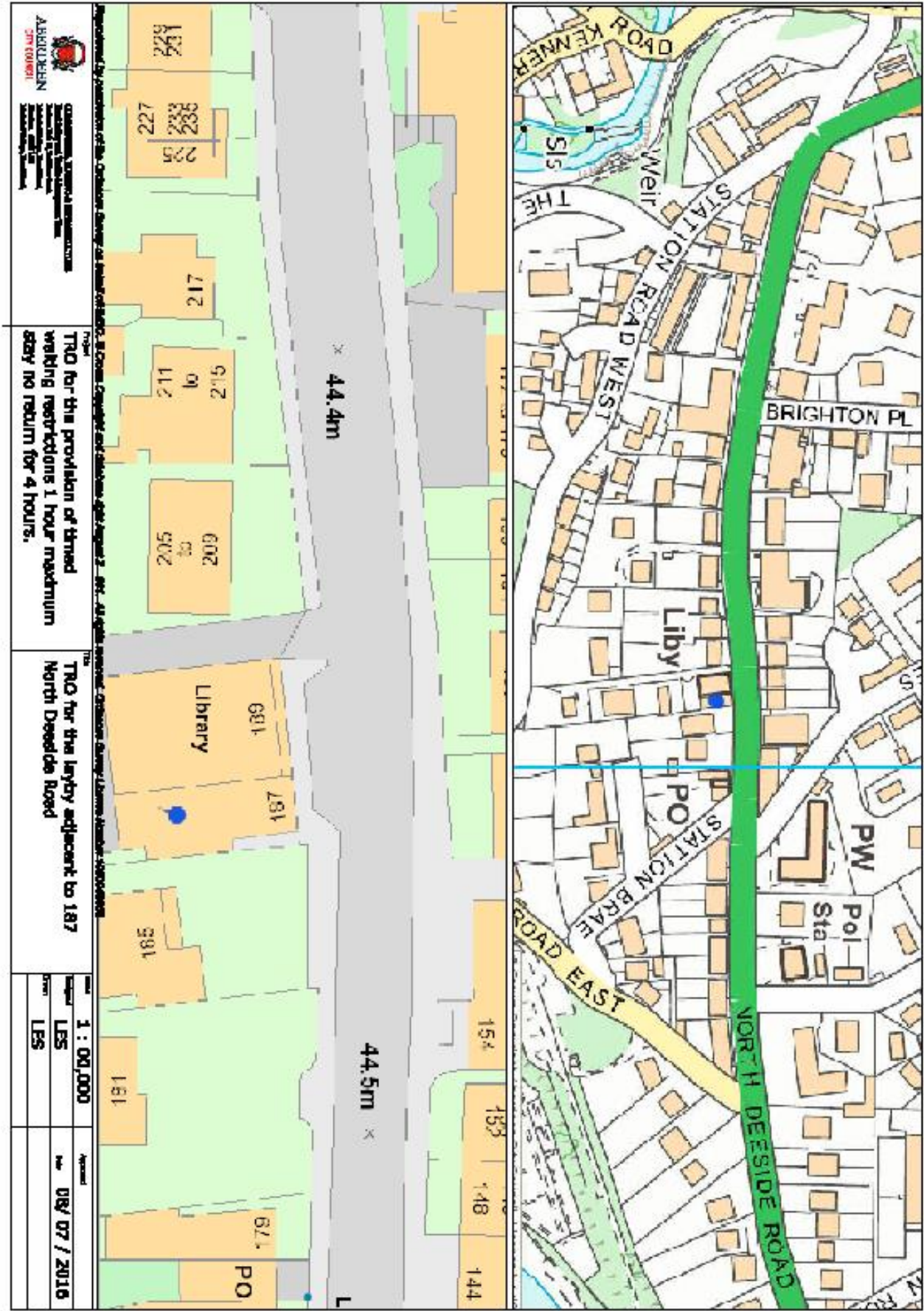


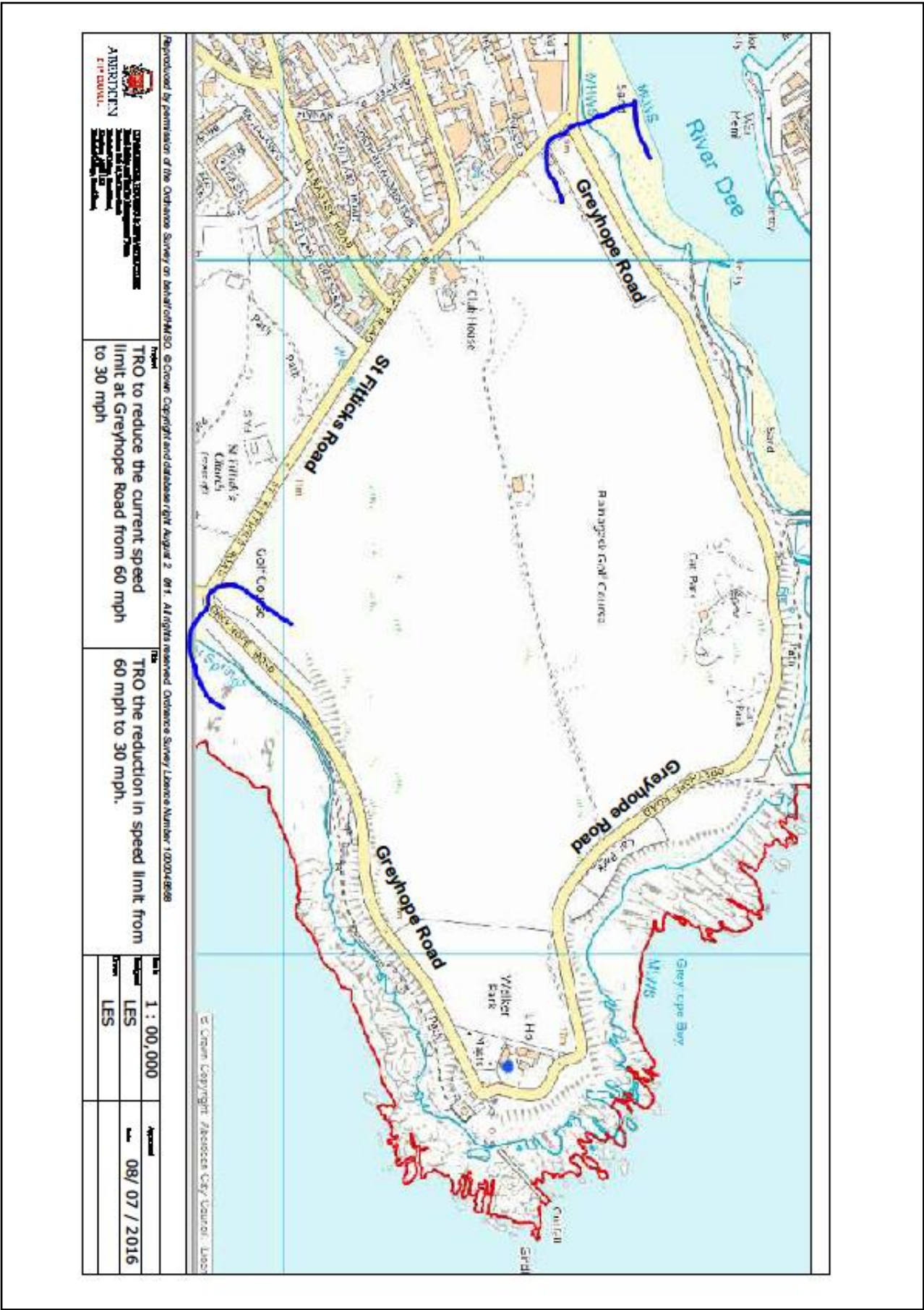




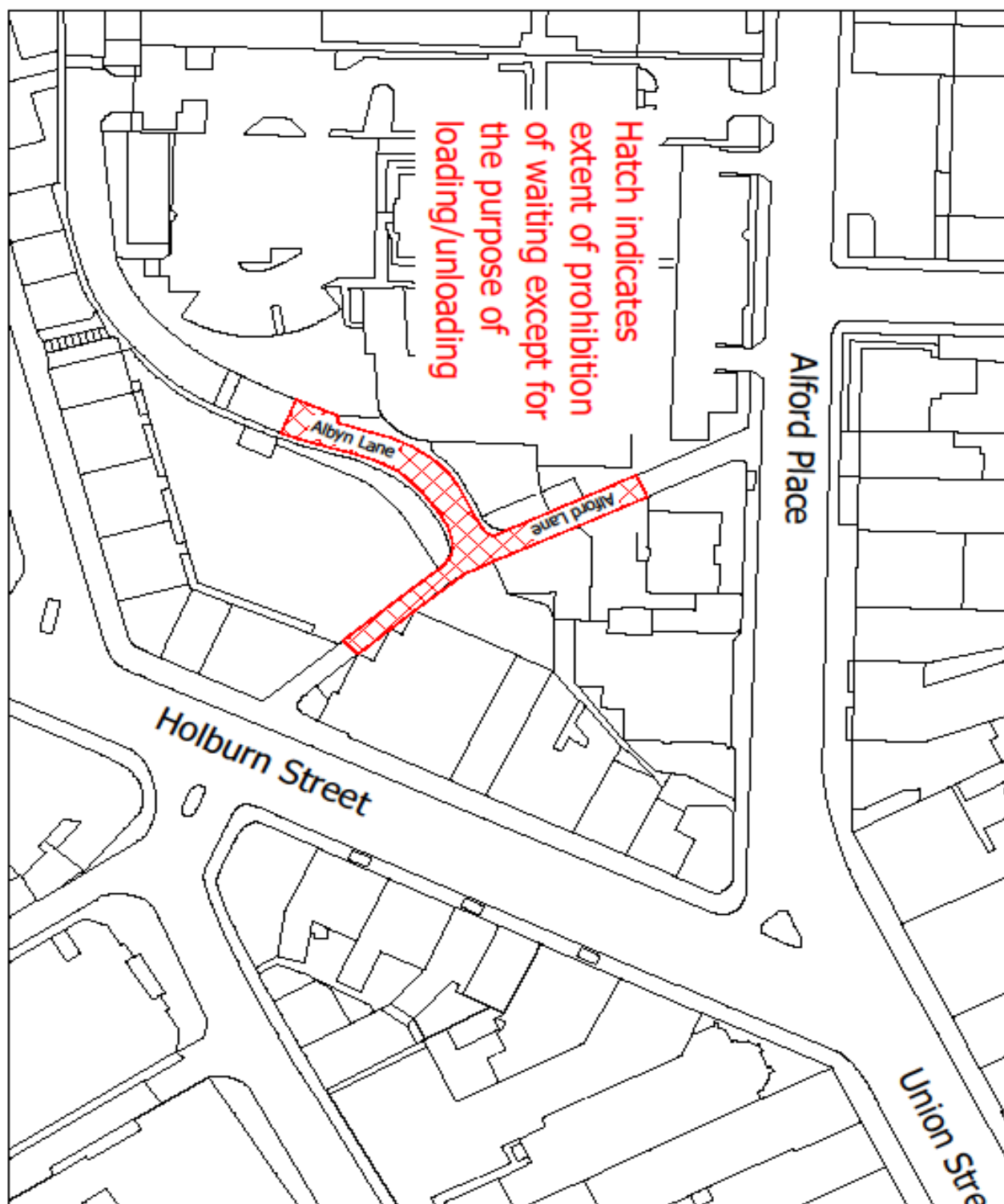


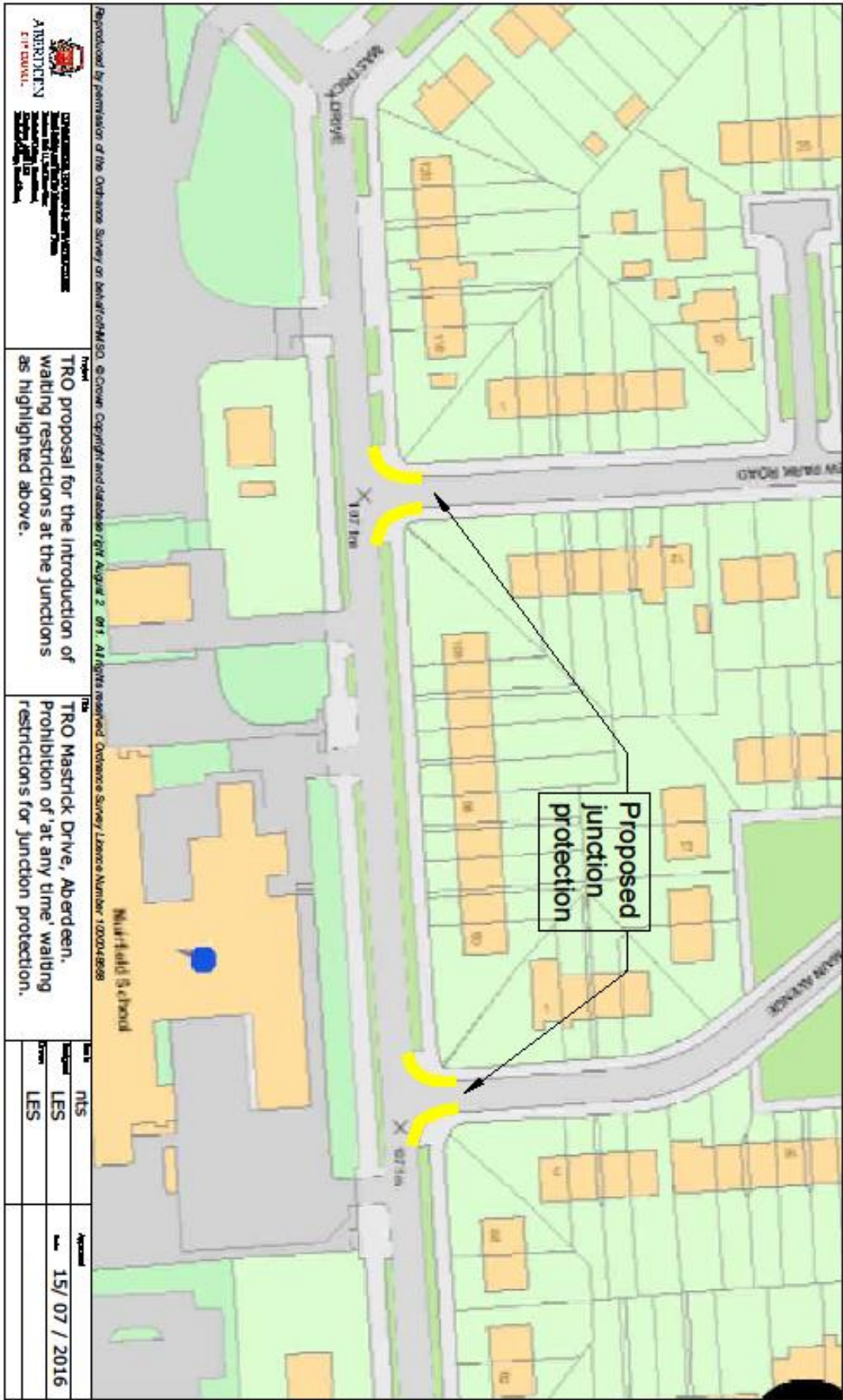


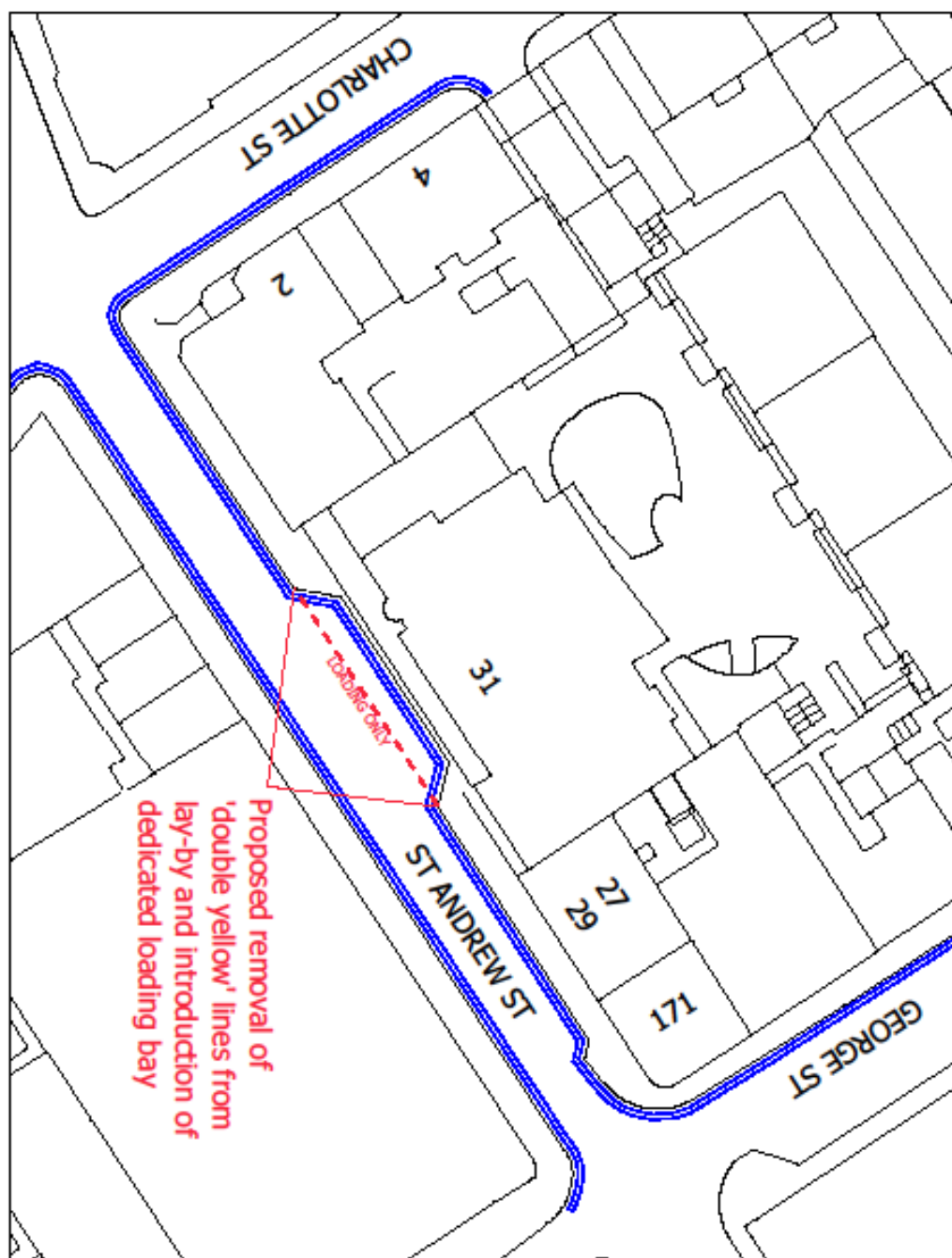




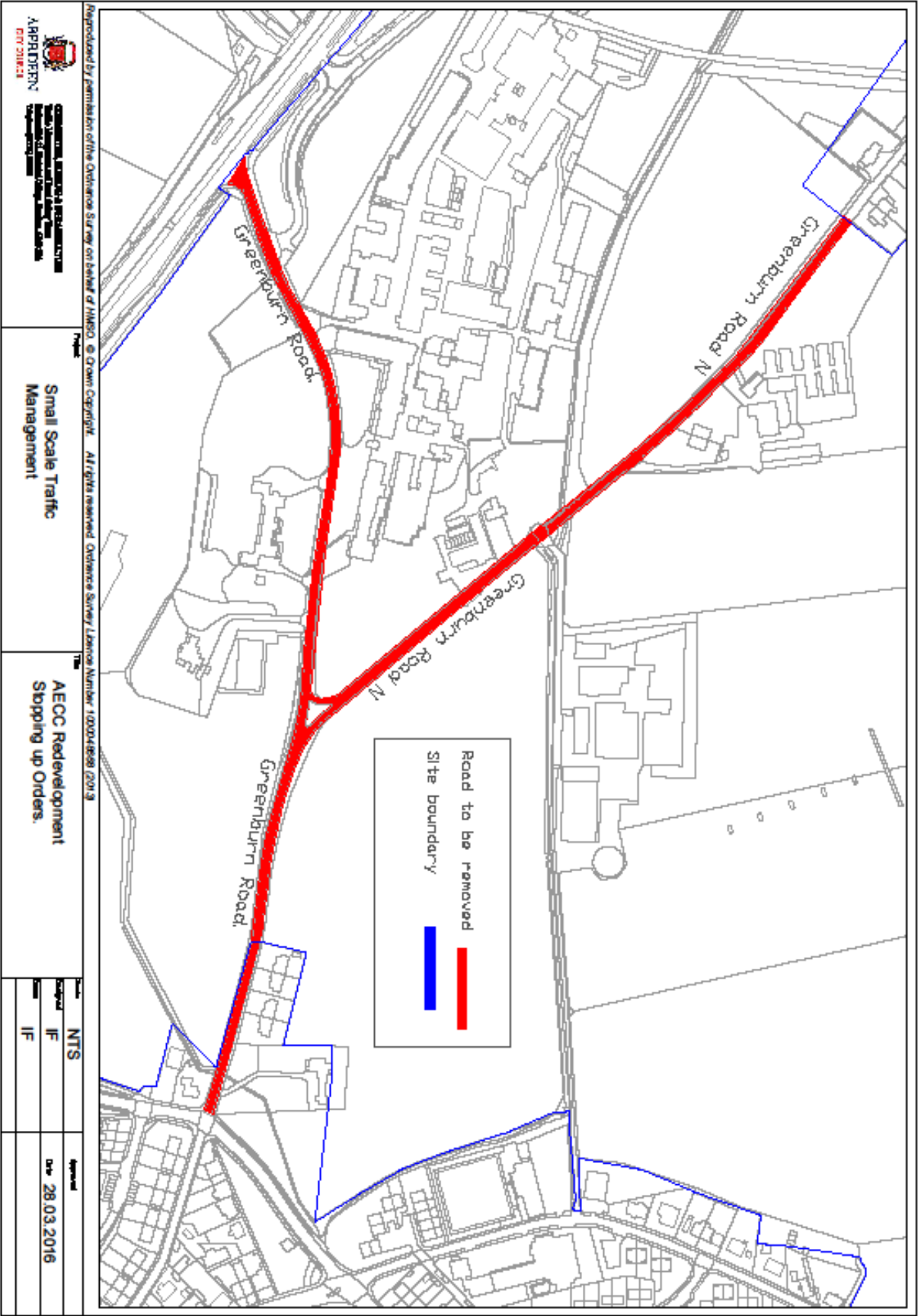
Alford Lane / Albryn Lane - Proposed area subject to prohibition of waiting except for loading/unloading

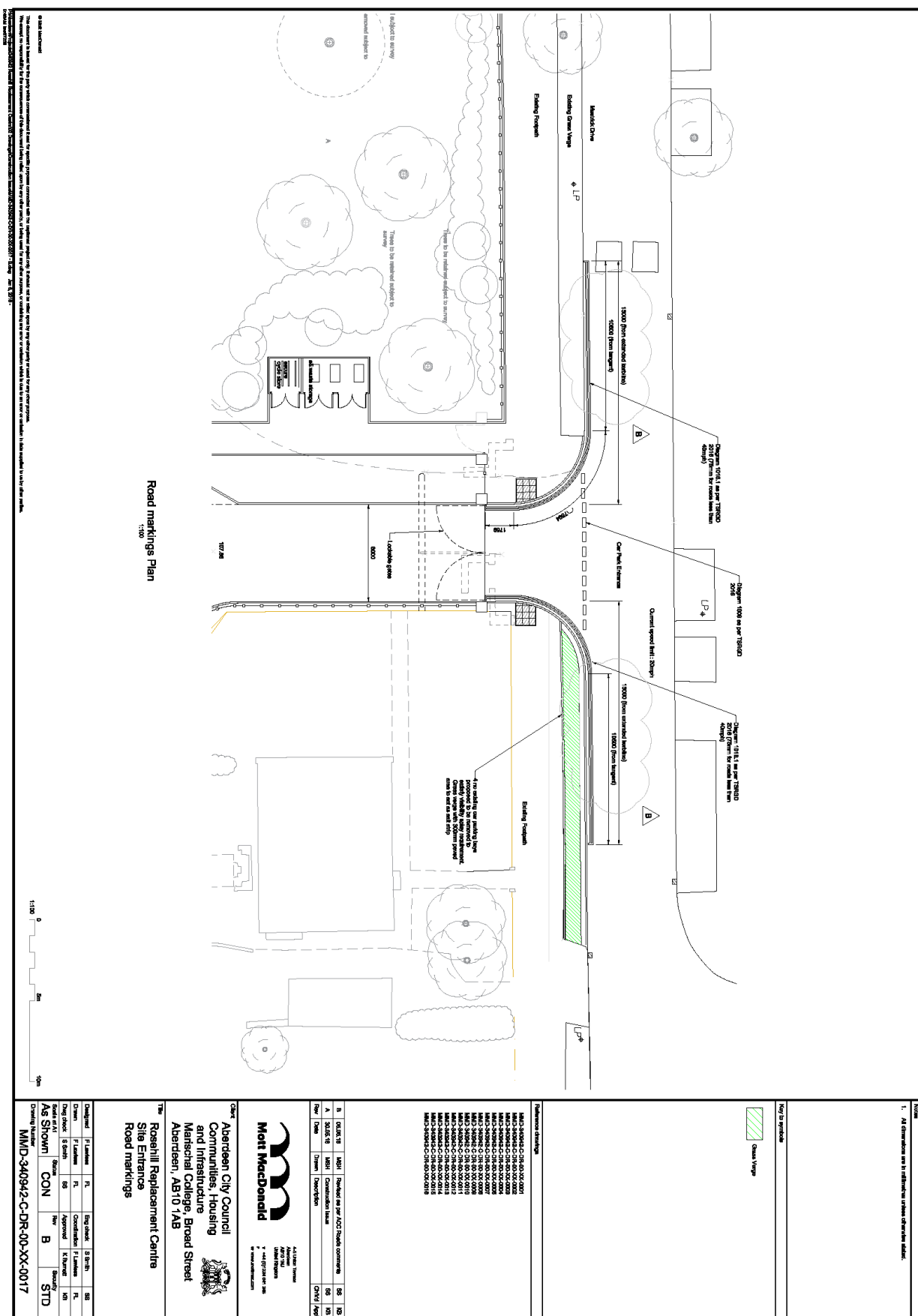


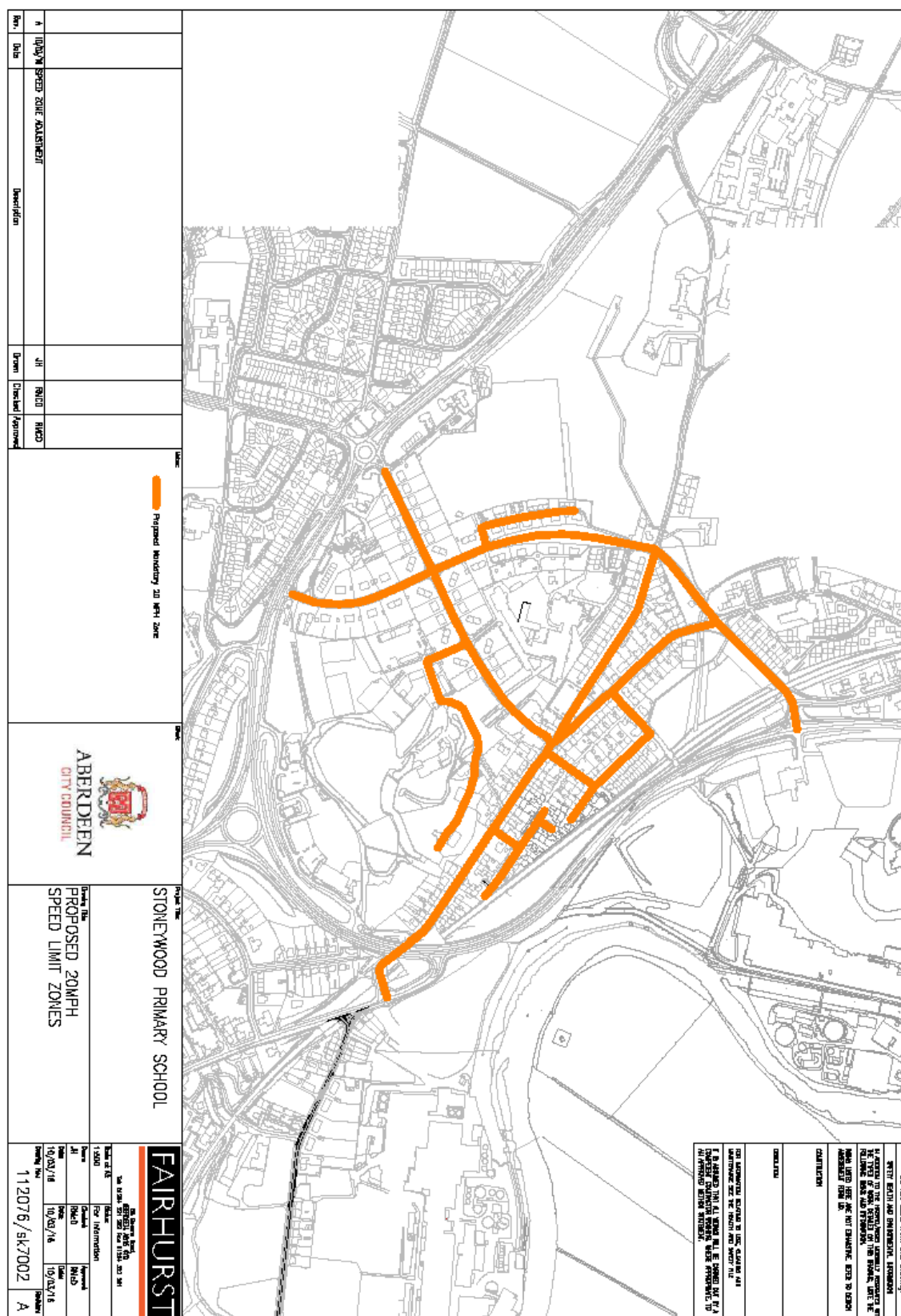




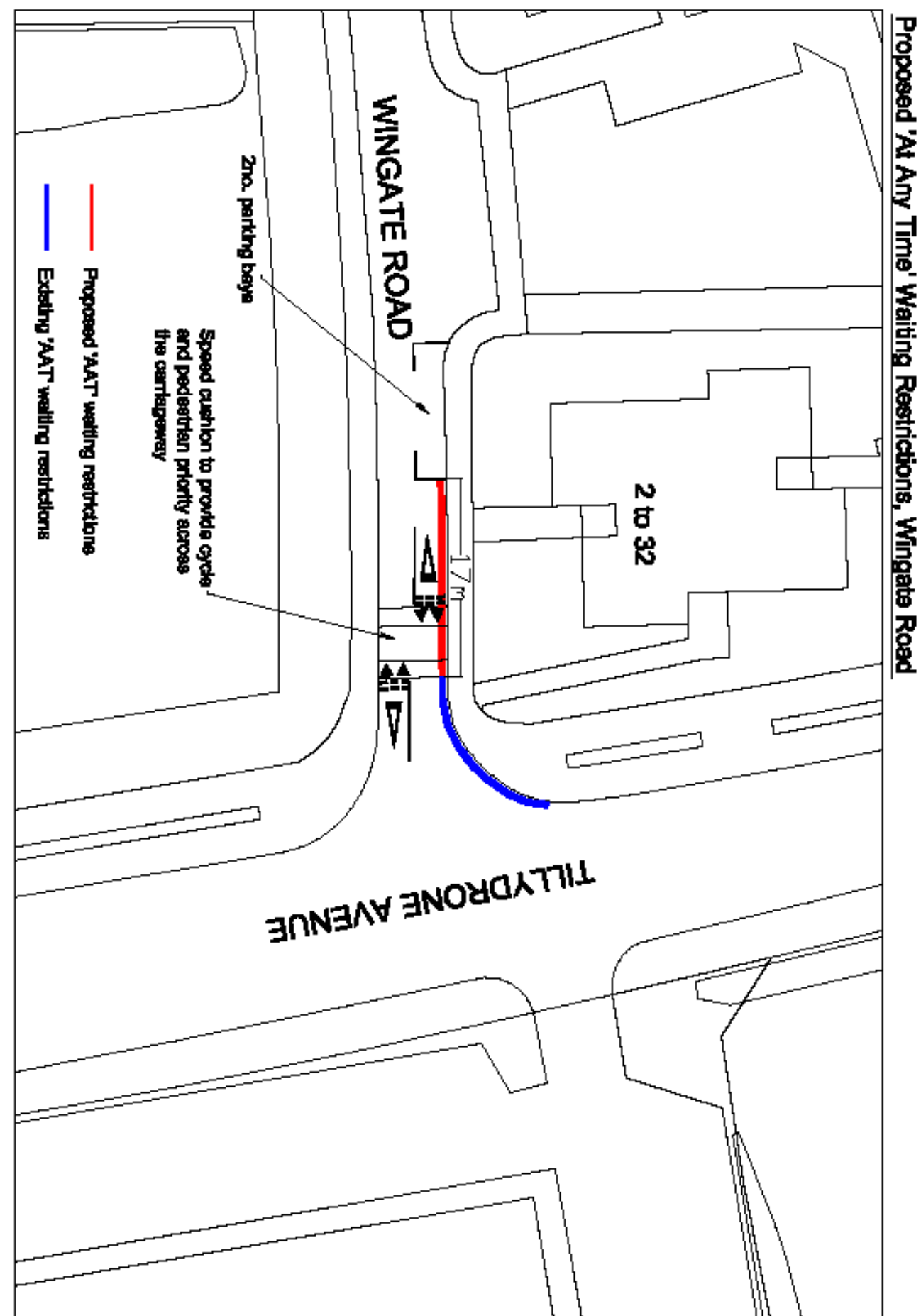
St Andrew Street - Proposed 'loading bay' to replace existing 'double yellow' lines within lay-by

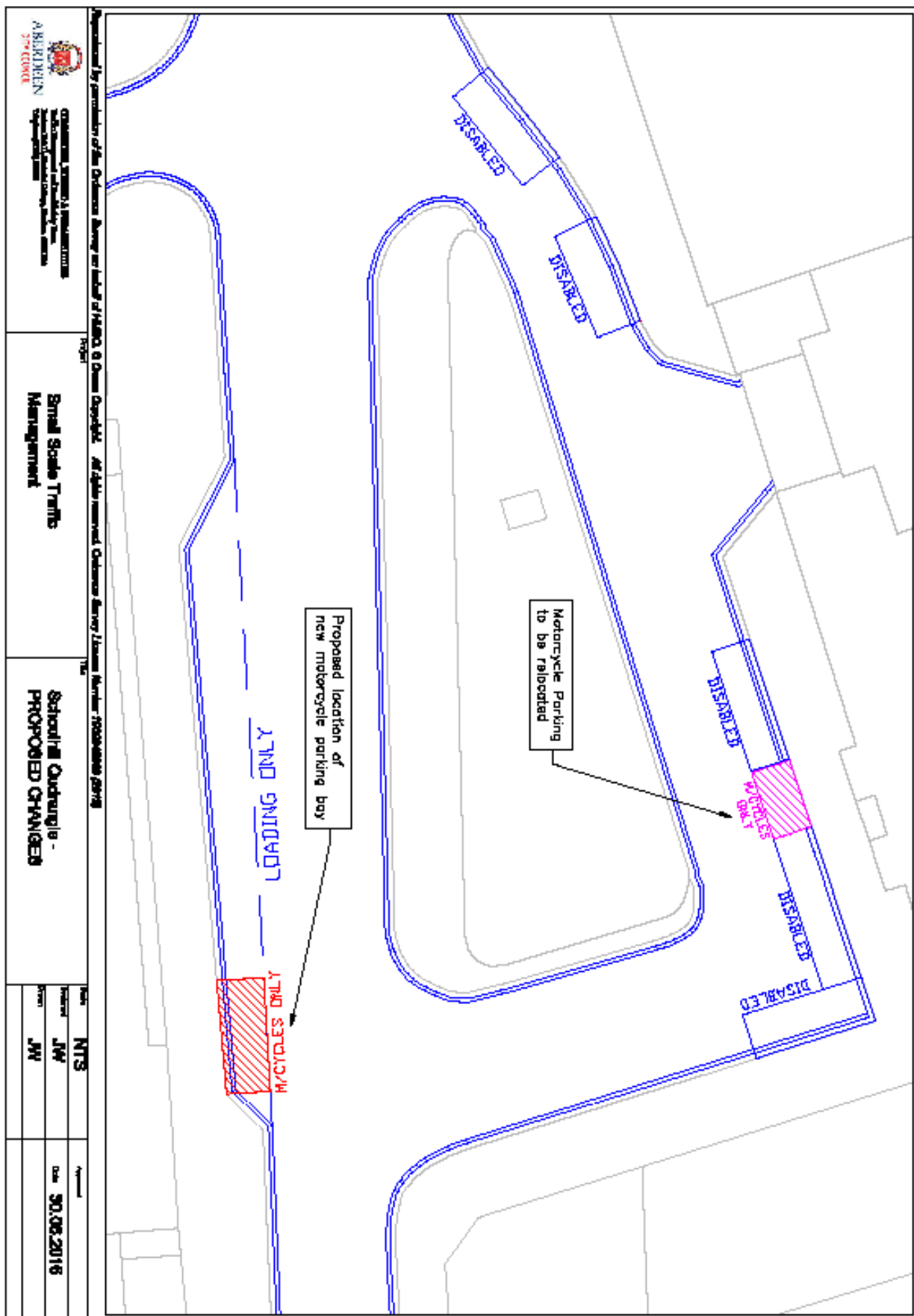


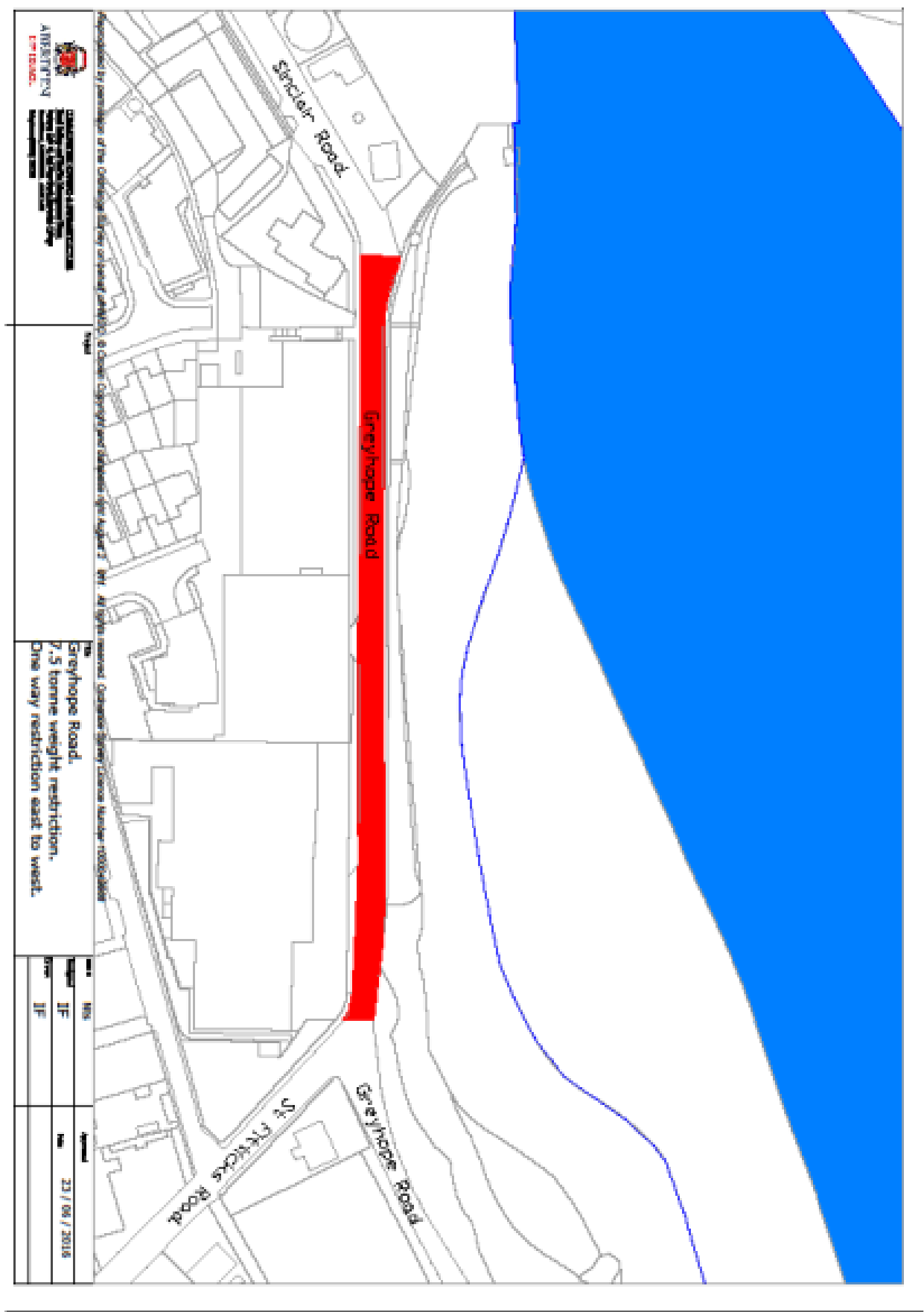


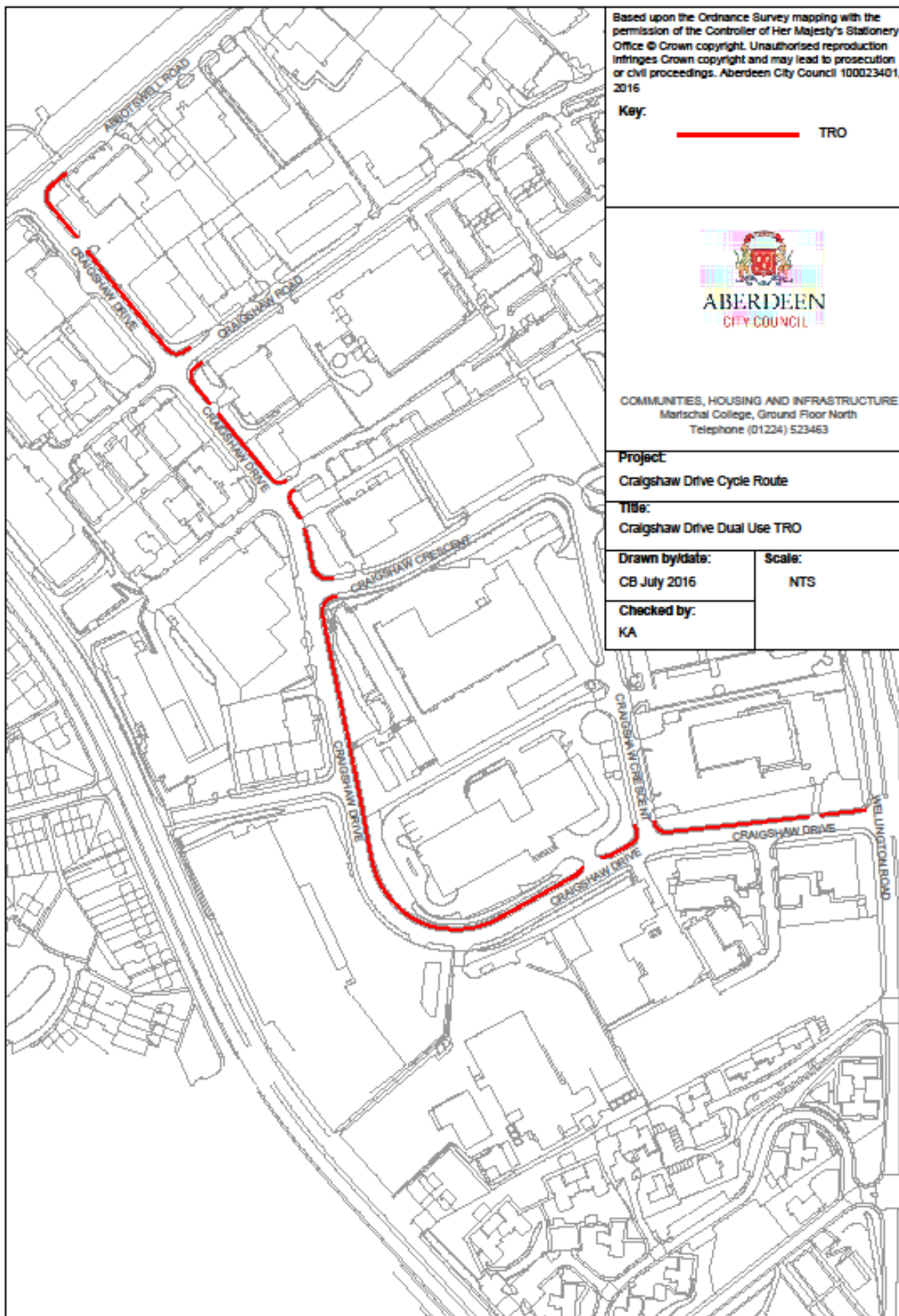


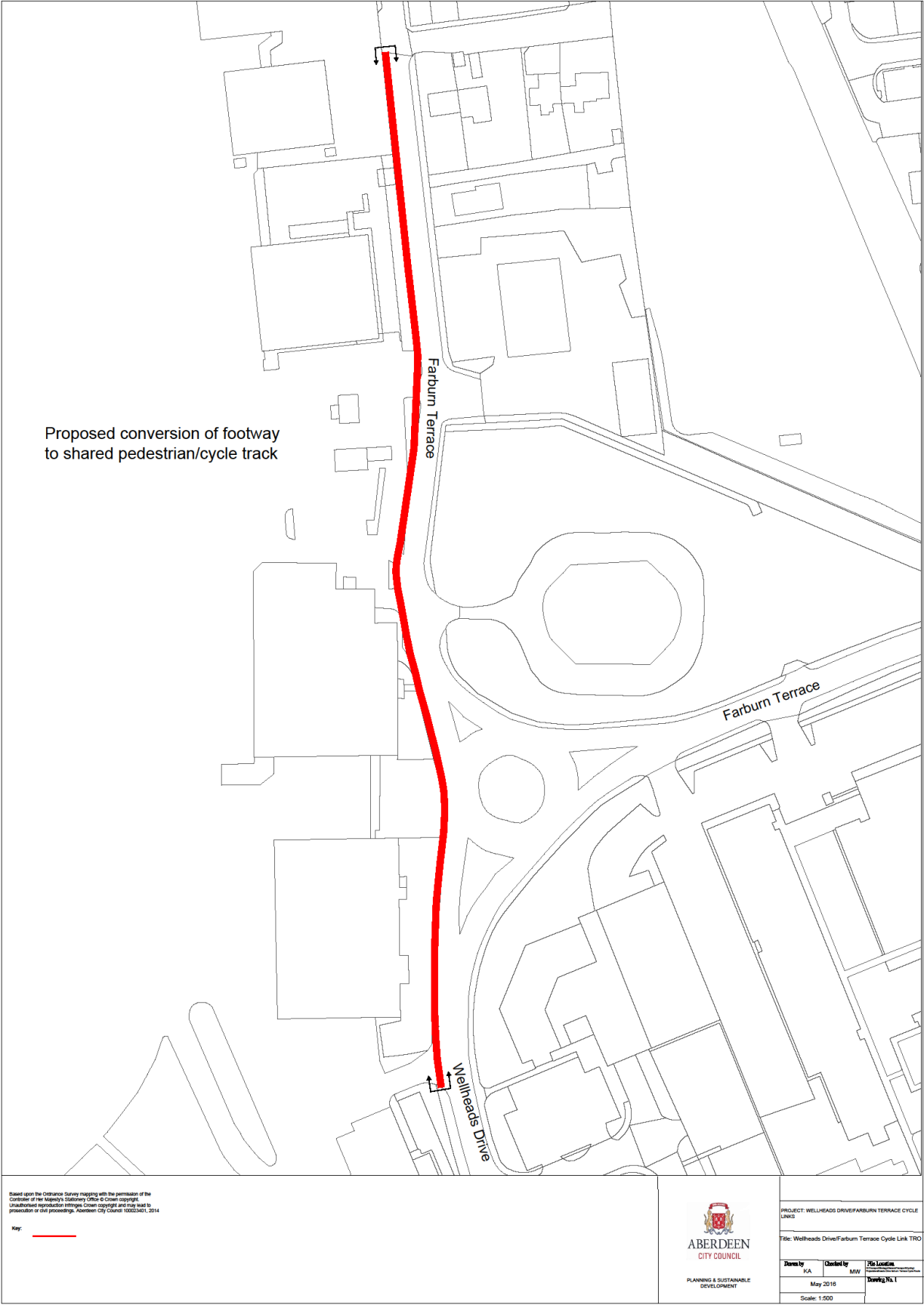












ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Various small scale traffic management and development associated proposals (Stage 3 – Public Advert)
REPORT NUMBER	CHI/16/145
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

This report deals with sixteen orders at the final statutory stage; the main statutory advertisement period is now over in respect of each of these orders and this report presents the objection received to one of these orders. The public/press notices are attached (Appendix 1), from which members will be able to see the exact content of all the proposals. The letter of objection is also included (Appendix 2).

2. RECOMMENDATION(S)

It is recommended this Committee:-

- (i) approve the fifteen orders that did not attract objections, and that all the orders be made and implemented accordingly;
- (ii) in relation to “The Aberdeen City Council (Grampian Place / Grampian Road, Torry, Aberdeen) (Prohibition of Waiting) Order 201X)” overrule the objection received and approve this order be made as originally envisaged.

3. FINANCIAL IMPLICATIONS

The financial implications for the full range of schemes are detailed in the table below.

Budget	Implementation costs (£)	Maintenance costs (£)	Comments
Cycle, Walking, Safer Streets (Scot Gov grant-funded)	£3,593	£2,913	If budgets are not currently available locations will be placed on a priority list for when future funding becomes available
Developer financed	£ NIL	£1,950	Maintenance of these works generally falls to the council maintenance budget when they are on-street restrictions
Disabled Parking	£4000	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, if resources are 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

This section details the order that received an objection.

5.1 The Aberdeen City Council (Grampian Place / Grampian Road, Torry, Aberdeen) (Prohibition Of Waiting) Order 201(X)

5.1.1 One statutory objection has been received.

5.1.2 Proposal

Officers have been made aware of vehicles parking in an obstructive manner at the junction of Grampian Place and Grampian Road. Vehicles parked in such a manner cause difficulties for all road users by limiting visibility and obstructing safe pedestrian and vehicular movements at this junction. As a consequence, it is proposed short lengths of prohibition of waiting at any time be introduced in the immediate area of this junction.

The extent of this proposal is indicated on a plan, see Appendix 3.

5.1.3 Objection

This proposal is subject to one statutory objection from Ms Linda Sim; while the most significant points of her objection follow, the full text of the objection is within Appendix 2.

“Firstly I would strongly disagree with the statement made that vehicles are parking on the Grampian Road/Grampian Place cross junction. There are odd instances but not to the extent that is being suggested. In fact most residents in this area are extremely conscientious with regard to parking.

I fully understand the issues regarding road safety, however prohibition of waiting to the extent of the proposal in order 201X is frankly excessive.

Please advise what these proposed short lengths are, since they are only required during School terms and for less than 2 hours between 8.00am – 9.00am and 3.00pm – 3.30pm Monday to Friday. There should be no restrictions at weekends or during school holidays.

I would also like to note that the bus stop which is approximately 10 – 15 metres in length from the junctions on Grampian Road/Grampian Place should be replaced with the same ‘pavement island’ arrangement that have already been replaced on the bottom and middle sections of Grampian Road. For the following reasons.

Proposed prohibition and the current bus stop remove and will remove a considerable amount of parking places, as your concern is safety, the lack of parking forces drivers into parking their vehicles in situations that do cause safety issues.”

5.1.4 Response

The proposed restrictions cover the area of the junction and crossing facilities i.e. dropped kerbs. Due to the staggered layout of the junction, the crossing points can be located some distance from the corner radii to minimise the crossing distances for pedestrians. This junction can be particularly busy at school times and has a school crossing patroller.

It is clearly stated within the Highway Code:

Rule 191 - You **MUST NOT** park on a crossing or in the area covered by the zig-zag lines; and

Rule 243 - **DO NOT** park or stop opposite or within 10 metres (32 feet) of a junction, except in an authorised parking space.

The waiting restrictions proposed at this location support these requirements and will enable enforcement of safe driver behaviours.

It is suggested within the objection that few drivers park at this location so the impact on the surrounding area is expected to be minimal. Officers would propose to monitor parking after installation of the waiting restrictions to determine if a further bus build-out would be necessary to enable an adequate level of parking for residents.

Given the above, it is recommended this Committee overrules the statutory objection received and instructs officers to implement this proposal as originally envisaged.

6. IMPACT

Improving Customer Experience – As the recommendation is to approve the proposals, there will be a positive impact on current customer experience.

Improving Staff Experience – Not applicable.

Improving our use of Resources – Not applicable.

Corporate – 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”. With respect to the 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.”

Public – This report will be of interest to the residents/proprietors/businesses within the proposal areas.

7. MANAGEMENT OF RISK

Where recommendations are not accepted with regard to a number of these proposals there is the risk road safety levels and traffic management could be compromised thereby resulting in on-going public concern, negative media reporting, and reputational damage. Conversely, proposals with regard to traffic management measures can often prove contentious and it is therefore possible some of these proposals could be subject to negative feedback/comments. In this respect, concerned parties would be provided with a thorough rationale as to the necessity for the traffic management proposal concerned.

8. BACKGROUND PAPERS

[‘Various Small Scale Traffic Management and Development Associated Proposals \(New Works\)’, Communities, Housing & Infrastructure, 15 March 2016.](#)

9. REPORT AUTHOR DETAILS

Laura Snee
Technical Officer
Email: LSnee@aberdeencity.gov.uk
Tel. 01224 (52)2307

APPENDIX 1

ABERDEEN CITY COUNCIL

ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (CAIRNIE DRIVE / BACK HILTON ROAD, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Cairnie Drive / Back Hilton 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 lengths of prohibition of waiting at any time on Cairnie Drive and Back Hilton 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.

Schedule

Back Hilton Road

South side, from its junction with Cairnie Drive, westwards for a distance of 10 metres.

North side, from its junction with Cairnie Drive, eastwards for a distance of 10 metres.

Cairnie Drive

Both sides, from its junction with Back Hilton Road, southwards for a distance of 10 metres.

THE ABERDEEN CITY COUNCIL (ENDRICK PLACE / SUMMERHILL TERRACE, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201X

Aberdeen City Council proposes to make "The Aberdeen City Council (Endrick Place / Summerhill Terrace, Aberdeen) (Prohibition of Waiting) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose certain lengths of prohibition of waiting at any time on Endrick Place and Summerhill Terrace, 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.

Schedule

Endrick Place

Both sides, from its junction with Summerhill Terrace, eastwards for a distance of 7 metres.

Summerhill Terrace

Both sides from its junction with Endrick Place northwards for a distance of 10 metres.

THE ABERDEEN CITY COUNCIL (FREDERICK STREET, ABERDEEN) (PROHIBITION OF LOADING) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Frederick Street, Aberdeen) (Prohibition of Loading) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose a certain length of prohibition of loading at any time on Frederick Street as defined in the schedule below.

Schedule

Frederick Street

North side, from its junction with King Street, eastwards for a distance of 62 metres.

**THE ABERDEEN CITY COUNCIL (GAIRSAY ROAD / STRONSAY DRIVE, ABERDEEN)
(PROHIBITION OF WAITING) ORDER 201X.**

Aberdeen City Council proposes to make “The Aberdeen City Council (Gairsay Road / Stronsay Drive, Aberdeen) (Prohibition of Waiting) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to impose certain lengths of prohibition of waiting at any time on Gairsay Road and Stronsay Drive, Aberdeen, as stated 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.

Schedule

Gairsay Road

Both sides, from its junction with Stronsay Drive, westwards for a distance of 10 metres.

Stronsay Drive

West side, from its junction with Gairsay Road, northwards for a distance of 10 metres,

West side, from its junction with Gairsay Road, southwards for a distance of 10 metres.

**THE ABERDEEN CITY COUNCIL (GRAMPIAN PLACE / GRAMPAN ROAD, TORRY,
ABERDEEN) (PROHIBITION OF WAITING) ORDER 201X.**

Aberdeen City Council proposes to make “The Aberdeen City Council (Grampian Place / Grampian 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 Grampian Place and Grampian Road, as defined in the schedules 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.

SCHEDULE

Grampian Road

West side, from its junction with Grampian Place, northwards for a distance of 10 metres.

West side, from its junction with Grampian Place, southwards for a distance of 10 metres.

East side from its junction with Grampian Place, northwards for a distance of 15 metres.

East side from its junction with Grampian Place, southwards for a distance of 30 metres.

Grampian Place

Both sides from its junction with Grampian Road, westwards for a distance of 20 metres.

Both sides from its junction with Grampian Road, eastwards for a distance of 20 metres.

**THE ABERDEEN CITY COUNCIL (KINGSFORD ROAD, ABERDEEN) (PROHIBITION OF
WAITING) ORDER 201X.**

Aberdeen City Council proposes to make “The Aberdeen City Council (Kingsford 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 on Kingsford 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.

Schedule

Kingsford Road

North side, from a point 35 metres east of its junction with Shedocksley Road, eastwards for a distance of 7 metres, then northwards for a distance of 25 metres.

North side, from a point 57 metres east of its junction with Shedocksley Road, eastwards for a distance of 25 metres.

Kingsford Road (inset section serving property numbers 28 to 42)

Both sides, from its western junction with Kingsford Road, northwards for a distance of 10 metres.

Both sides, from its eastern junction with Kingsford Road, northwards for a distance of 10 metres.

THE ABERDEEN CITY COUNCIL (MARKET STREET, ABERDEEN) (PROHIBITION OF U-TURNS) ORDER 201X

Aberdeen City Council proposes to make “The Aberdeen City Council (Market Street, Aberdeen) (Prohibition of U-Turns) Order 201(X)” in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to prohibit U-Turns on Market Street, Aberdeen, from its junction with Victoria Bridge to its junction with Guild Street / Trinity Quay.

THE ABERDEEN CITY COUNCIL (NELSON STREET, ABERDEEN) (TRAFFIC MANAGEMENT) ORDER 201X

Aberdeen City Council proposes to make “The Aberdeen City Council (Nelson 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 modify some of the existing restrictions on Nelson Street while also introducing a dedicated disabled parking bay. The changes proposed are as follows:

On its north side, a certain length of existing prohibition of waiting at any time would be revoked, and in its place a prohibition of waiting that operates Monday to Saturday, 8am to 8pm would be applied.

On its south side, two lengths of existing prohibition of waiting at any time would be revoked, and in place there would be extensions of existing pay and display bays. Also included within one of the lengths would be a dedicated disabled persons’ bay.

THE ABERDEEN CITY COUNCIL (NIGG KIRK ROAD, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201X

Aberdeen City Council proposes to make “The Aberdeen City Council (Nigg Kirk 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 on Nigg Kirk 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

Schedule

Nigg Kirk Road (length serving properties No.20 and Woodgrove)

West side, from a point 23 metres north of its junction with Nigg Kirk Road, northwards for a distance of 30 metres.

Nigg Kirk Road (loop section)

East side, from its western junction with Nigg Kirk Road, northwards for a distance of 35 metres.

South side, from a point 10 metres south of the footpath serving No. 6 Nigg Kirk Road, south westwards for a distance of 25 metres.

**THE ABERDEEN CITY COUNCIL (BROOMHILL ROAD/MORNINGSIDE AVENUE /
MORNINGSIDE GARDENS/MORNINGSIDE ROAD, ABERDEEN) (PROHIBITION OF
WAITING) ORDER 201X**

Aberdeen City Council proposes to make "The Aberdeen City Council (Broomhill Road / Morningside Avenue / Morningside Gardens / Morningside 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 Broomhill Road / Morningside Avenue / Morningside Gardens / Morningside 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.

Schedule

Broomhill Road (section between Morningside Gardens and Morningside Road)

Both sides, from its junction with Morningside Gardens, south-westwards for a distance of 28 metres or thereby.

Both sides, from its junction with Morningside Road, north-eastwards for a distance of 26 metres or thereby.

Morningside Avenue

Both sides, from its northern junction with Morningside Road, south-westwards for a distance of 10 metres.

Both sides, from its southern junction with Morningside Road, westwards for a distance of 10 metres.

Morningside Gardens

South-western side, between its junctions with Auchinyell Road and Broomhill Road.

South-western side, from its junction with Broomhill Road, north-westwards for a distance of 10 metres or thereby.

North-eastern side, from its junction with Broomhill Road, north-westwards for a distance of 38 metres or thereby.

Morningside Road

South-west side, from its northern junction with Morningside Avenue, north-westwards for a distance of 10 metres.

South-west side, between its northern and southern junctions with Morningside Avenue.

South-west side, between its southern junction with Morningside Avenue and its junction with Broomhill Road.

**THE ABERDEEN CITY COUNCIL (PRINTFIELD WALK AREA, ABERDEEN)
(PROHIBITION OF WAITING) ORDER 201X**

Aberdeen City Council proposes to make "The Aberdeen City Council (Printfield Walk Area, 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 Printfield Walk, Printfield Terrace and on the unnamed access road leading to the car park located at the rear of property no.11 Printfield Walk, 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.

Schedule

Printfield Walk

South side, from a point 30 metres west of its junction with Great Northern Road, westwards for a distance of 25 metres

South side, from its eastern junction with Printfield Terrace, eastwards for a distance of 5 metres.

South side, from its eastern junction with Printfield Terrace, westwards for a distance of 5 metres.

South side, from its western junction with Printfield Terrace, eastwards for a distance of 5 metres.

South side, from its western junction with Printfield Terrace, westwards for a distance of 5 metres.

Printfield Terrace

Both sides, from its eastern junction with Printfield Walk, southwards for a distance of 5 metres.

Both sides, from its western junction with Printfield Walk, southwards for a distance of 5 metres.

Unnamed Access Road leading to car park located at the rear of property no. 11 Printfield Walk

Both sides, from its junction with Printfield Walk, southwards, for a distance of 10 metres.

THE ABERDEEN CITY COUNCIL (PARK ROAD, ABERDEEN) (ON-STREET CAR CLUB PARKING PLACES) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Park Road, Aberdeen) (On-Street Car Club Parking Places) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to introduce two "car club" parking bays on the length of Park Road defined in the schedule below. These parking bays will be reserved for the exclusive use of any 'car club' vehicle.

Schedule

Park Road

West side, from a point 50 metres south of its junction with Seaforth Road, southwards for a distance of 12 metres.

THE ABERDEEN CITY COUNCIL (CAR PARK SERVING PROPERTY NOS.1-91 MAY BAIRD GARDENS, ABERDEEN) (OFF-STREET CAR CLUB PARKING PLACE) ORDER 201(X)

Aberdeen City Council proposes to make "The Aberdeen City Council (Car Park serving Property Nos.1-91 May Baird Gardens, Aberdeen) (Off-Street Car Club Parking Place) Order 201(X)" in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to introduce a single "car club" parking bay in the off-street car park serving

property nos.1-91 May Baird Gardens. This parking bay will be reserved for the exclusive use of any 'car club' vehicle.

THE ABERDEEN CITY COUNCIL (UNNAMED ACCESS ROAD SERVING PROPERTY NOS. 80 TO 84 WEST NORTH STREET, ABERDEEN) (PROHIBITION OF WAITING) ORDER 201X

Schedule

Aberdeen City Council proposes to make "The Aberdeen City Council (Unnamed Access Road serving property Nos. 80 to 84 West North 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 impose a prohibition of waiting at any time on the unnamed access road serving property numbers 80 to 84 West North Street, Aberdeen. 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

THE ABERDEEN CITY COUNCIL (QUARRY ROAD, NORTHFIELD, ABERDEEN) (DOCTOR / DISABLED PARKING BAYS) (REGULATORY PARKING PLACES) ORDER 201X

SCHEDULE

The effect of the Order would be to introduce dedicated two on street parking bays on the north side of Quarry Road, Northfield, Aberdeen, one would be for the exclusive use of a Doctors vehicle, while the other would be a disabled persons' parking place. These bays would be located adjacent to Northfield Medical Practice.

THE ABERDEEN CITY COUNCIL (DISABLED PERSONS' PARKING PLACES IN ABERDEEN CITY) (REGULATORY PARKING PLACES) (REF. 3/16) ORDER 201(X).

Aberdeen City Council proposes to make "The Aberdeen City Council (Disabled Persons' Parking Places in Aberdeen City) (Regulatory Parking Places) (Ref. 2/16) 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 or off-street parking place – reserved for the exclusive use of any Blue Badge holder – will be established on the street in question.

SCHEDULE

45b Bedford Avenue; 99 Anderson Avenue; 27 Portree Avenue; 8a Upper Mastrick Way; 15 Sunnybrae; 33 Middlefield Terrace; 29 Deevale Gardens; 143 Willowpark Crescent; 14c Balnagask Road; 23 Faulds Gate; 1 Dalmaik Crescent; 113 Western Road; 2 Castleton Drive; 21 Deevale Crescent; 40 Park Place; 11 Fairies Knowe; and 24 Bressay Brae.

Full details of the above proposals are to be found in the draft orders, 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 29 June and 27 July, 2016, in the offices of the roads officials in the Communities Housing and Infrastructure department, at Marischal College, Broad Street, Aberdeen. It is recommended that anyone visiting Marischal College 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 Marischal College can telephone 01224 522307 to speak to one of the officials.

Anyone wishing to object to any of the above orders 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 29 June to 27 July 2016, 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.

Fraser Bell, Head of Legal and Democratic Services, Aberdeen City Council,
Town House, Aberdeen, AB10 1AQ

APPENDIX 2

I am replying to lodge my objection to this Prohibition of Waiting Order 201X.

Firstly I would strongly disagree with the statement made that vehicles are parking on the Grampian Road/Grampian Place cross junction. There are odd instances but not to the extent that is being suggested in your reply. In fact most residents in this area are extremely conscientious with regard to parking.

Can you provide a report with statistics showing when vehicles have been parked on these areas, which would be the basis for your assessment for the prohibition.

I fully understand the issues regarding road safety, however prohibition of waiting (please see further comment) to the extent of the proposal in order 201X is frankly excessive.

Notice 201X outlines the excessive proposal of prohibition but does not state what are the proposed short lengths, surely this should have been included in the order?

Please advise what these proposed short lengths are, since they are only required during School terms and for less than 2 hours between 8.00am – 9.00am and 3.00pm – 3.30pm Monday to Friday. There should be no restrictions at weekends or during school holidays.

I would also like to note that the bus stop which is approximately 10 – 15 meters in length from the junctions on Grampian Road/Grampian Place should be replaced with the same 'pavement island' arrangement that have already been replaced on the bottom and middle sections of Grampian Road. For the following reasons.

Proposed prohibition and the current bus stop remove and will remove a considerable amount of parking places, as your concern is safety, the lack of parking forces drivers into parking their vehicles in situations that do cause safety issues. Due to the lack of parking in Walker Road a considerable amount of vehicles are parked in Grampian Road, further restrictions of parking in Grampian Road will simply create more safety problems not solve them.

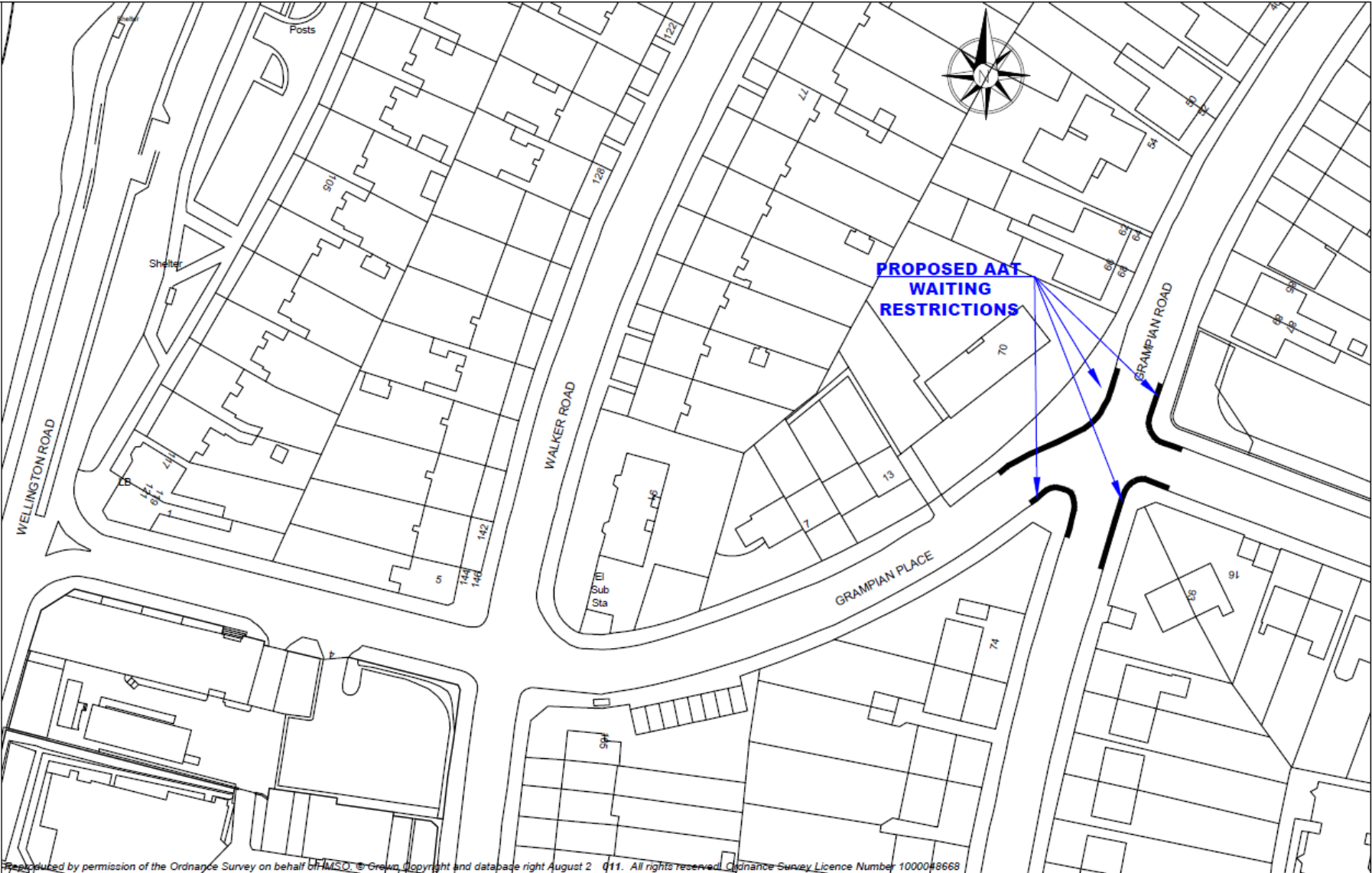
Residents will be forced to park their vehicles on Grampian Place which will be a safety issue. I have been a resident here for 30 years and believe that I do have experience and understanding of road safety issues in Torry.


Focus should be on the speed limits in Torry which is a safety issue on Grampian Place.

Will look forward to your reply.

Linda Sim
85 Grampian Road
Torry
Aberdeen
AB11 8ED

APPENDIX 3 – Layout of Grampian Place and Grampian Road



Reproduced by permission of the Ordnance Survey on behalf of HMSO. © Crown Copyright and database right August 2011. All rights reserved. Ordnance Survey Licence Number 1000048668							
 ABERDEEN CITY COUNCIL	COMMUNITIES HOUSING & INFRASTRUCTURE Road Safety and Traffic Management Team Business Hub 10, 2nd Floor South, Marischal College Broad Street, ABERDEEN, AB10 1AB Telephone: (01224) 522907	Project	Title	Scale	1 : 1,000	Approved	VR
		TRO for junction protection to improve visibility for both pedestrian and vehicular movement.	TRO for proposed waiting restrictions as shown at Grampian Place / Grampian Road crossroads.	Designed	LES	Date	25 / 01 / 2016
				Drawn	LES		

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing & Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Introduce parking charges to three existing car parks, as per Budget proposals (Stage 3 – Public Advert)
REPORT NUMBER	CHI/16/143
CHECKLIST RECEIVED	Yes/ No

1. PURPOSE OF REPORT

At the Council Budget Meeting on 25 February 2016 there was an instruction to commence the statutory process for introducing parking charges and associated limits on time when parked at (1) Crombie Road Car Park, Torry (2) Dunmail Avenue Car Park, Cults and (3) Station Road Car Park, Bucksburn. The parking controls proposed would operate on any day, except Sundays, between the hours of 8.00am and 6.00pm. The charge for parking would be £1.00 for a maximum stay of two hours.

The first stage of the aforementioned statutory process was to undertake consultation with various statutory consultees, in accordance with the Statutory Instrument titled: “The Local Authorities’ Traffic Orders (Procedure) (Scotland) Regulations 1999”. The results of this consultation were reported to the Communities, Housing & Infrastructure committee at its meeting on 17 May 2016. The Committee resolved to instruct officers to proceed to the full statutory public consultation, thus providing the opportunity for any concerned party to comment on these proposals, allowing the Committee to gauge wider public opinion on this matter.

This report deals with the proposed Traffic Regulation Order necessary to introduce these parking charges at the final statutory stage; that is, the main statutory advertisement period is now over in respect to this order and this report presents the objections received during public consultation. The public notice and all letters of objection are provided in the appendices of this report.

2. RECOMMENDATIONS

It is recommended that the Committee consider and approve one of the following options:

- i) Instruct officers to commence the required implementation works as originally envisioned, noting that committee have:

- a) Fully considered all responses received during this public consultation, as well as those received from the initial statutory consultees, and are resolving to over-rule the objections received during the full statutory consultation; and

- b) Instructed officers in the Traffic Management team to make the Aberdeen City Council (Off-Street Car Parks, Aberdeen) (Amendment) Order 201(X) and commence the required implementation works, as originally envisioned;

Or;

- ii) Amend and make the Aberdeen City Council (Off-Street Car Parks, Aberdeen) (Amendment) Order 201(X) to provide the facility for an initial 30 minutes of parking at no cost then a charge of £1 for up to a maximum stay of 2 hours, in each of the car parks, and commence the required implementation works, noting that committee have:

- a) Fully considered all responses received during this public consultation, as well as those received from the initial statutory consultees; and

- b) Noted that the expected financial impact of the proposal is an additional £500 per car park for the provision of 'Pay and Display' machines capable of providing the necessary functionality, and an estimated loss of income of at least 50% of the £70k income budgeted for 2016/17; and

- c) Instructed officers to identify a method of mitigating the financial impact of this policy in 2016/17 and report this to a future CH&I committee; and

- d) Instructed officers to submit updated values for these service options to the budget process for 2017/18.

3. FINANCIAL IMPLICATIONS

After taking into account the initial cost of installing appropriate signs / 'pay & display' ticket machines, it was estimated in the report titled "General Fund Revenue Budget 2016/17 and Non-Housing Capital

Programme 2016/17 to 2020/21" (*Council Budget Meeting, 25 February 2016*) these car parks had the potential to generate revenue in the region of the following (1) Crombie Road Car Park, Torry: £28K; (2) Dunmail Avenue Car Park, Cults: £9K; (3) Station Road Car Park, Bucksburn £3K. The aforementioned figures were based on the measure being installed for a period of 9 months in the financial year 2016/17. It is however the case, when taking into account the necessary statutory process and implantation works, that if these proposals are eventually approved, there would only be six months of revenue generated in the 2016/17 financial year.

In future financial years, once implementation works have been completed, these car parks would potentially generate revenues of around: (1) Crombie Road Car Park, Torry: £50K; (2) Dunmail Avenue Car Park, Cults: £20K; (3) Station Road Car Park, Bucksburn £35K.

If these proposals are not introduced, it would have a negative impact on the 2016/17 budget, with savings having to be considered elsewhere. The decision as to where this funding would come from would need to be made by the elected members.

Based on the content of some of the objections received and feedback from the elected members, officers have suggested an alternative option for an altered tariff structure, offering an initial 30 minutes of parking at no cost within each of the car parks under consideration. Officers anticipate this would cost an additional £500 per car park for the provision of 'Pay and Display' machines capable of providing the necessary functionality. Furthermore, officers expect that the introduction of this measure would equate to an estimated loss of income of at least 50% of the £70k income budgeted for 2016/17. As Aberdeen City Council do not currently offer this tariff structure these figures have been estimated on the basis that a number of users will only want to park for periods shorter than 30 minutes, meaning that fewer visitors to the car parks will be paying for their parking. Furthermore, there is a likelihood that this system will be abused, with some users taking the chance of overstaying the 30 minute free parking period instead of opting to pay for 2 hours of parking.

4. OTHER IMPLICATIONS

This consultation has been carried out in accordance with the Statutory Instrument titled "The Local Authorities' Traffic Orders (Procedure) (Scotland) Regulations 1999" that prescribes the procedure that should be followed by local traffic authorities in Scotland for making the main types of traffic and parking orders under the Road Traffic Regulation Act 1984.

5. BACKGROUND/MAIN ISSUES

- 5.1 At the Council Budget Meeting on 25 February 2016 there was an instruction to commence the statutory process for introducing parking charges and associated limits on time when parked at (1) Crombie Road Car Park (47 off-street spaces, 19 with a maximum stay of 2 hours and 24 with no time restrictions), Torry (2) Dunmail Avenue Car Park (29 off-street spaces, currently no time restrictions), Cults and (3) Station Road Car Park, Bucksburn (39 off-street spaces, currently no time restrictions). The parking controls proposed would operate on any day, except Sundays, between the hours of 8.00am and 6.00pm. The charge for parking would be £1.00 for a maximum stay of two hours. Holders of a valid Disabled Persons' Badge (the 'Blue Badge') would be exempt when considering both the charge and length of stay.
- 5.2 The initial statutory consultation was carried out from 7 March 2016 to 28 March 2016 and was reported to the Communities, Housing and Infrastructure committee at its meeting on 17 May 2016. Objections to the proposal were received from Torry Community Council, Bucksburn and Newhills Community Council and Cults, Bielside and Milltimber Community Council. A full overview of the responses to the initial statutory consultation is available in the aforementioned report to committee, as detailed in Section 8 of this report. After deliberation of the report, it was resolved to instruct officers to commence the public consultation process.
- 5.3 The public consultation was carried out from 1 June 2016 to 24 June 2016. The statutory obligations of a public consultation were adhered to, this consisted of advertisement in the Aberdeen Citizen and site notices (see Appendix 1) at each of the three car parks under consideration for the introduction of parking charges.
- 5.4 Forty-eight objections to the proposals were received during the statutory public consultation phase, with an additional five objections accepted after the consultation deadline. Four objections related directly to Crombie Road car park, Torry (a further notice of objection from Torry Community Council was also received after the conclusion of the statutory consultation phase), five objections were submitted regarding Dunmail Avenue car park, Cults (including a further notice of objection from Cults, Bielside and Milltimber Community Council, in addition to the representation made during the initial statutory consultation phase), and forty-four objections were submitted with respect to the introduction of car parking charges at the Station Road car park, Bucksburn (including a further notice of objection from Bucksburn and Newhills Community Council, in addition to the representation made during the initial statutory consultation phase).
- 5.5 The objections with regards to Crombie Road car park, Torry, covered the following themes:

5.5.1 Rubbish is regularly dumped in the car park, so to charge to park there surely requires a level of adequate maintenance.

5.5.2 The shrubbery is so badly overgrown that several spaces cannot be used. It is also extremely dangerous exiting the car park as you cannot see properly due to the overgrowth.

5.5.3 The state of the car park of which you do not maintain does not give reason to charge and looks very much as a money making plan

There is an ongoing maintenance program relating to the required works highlighted here. These issues will be raised with the Aberdeen City Council maintenance team, for inclusion within the priority maintenance works program.

5.5.4 Often Crombie Road car park is the only available parking space available for residents of Victoria Road, where most of the parking spaces are time limited. Other surrounding residential streets are also crowded with parking and introducing charges to the car park will increase pressure for spaces on these streets.

Officers acknowledge that there may be some displacement of parking onto nearby residential streets, due to the introduction of parking charges and maximum stay times within the Crombie Road car park. However, these proposals also have the potential to encourage sustainable transport, with commuters, who use these facilities for 'all day' parking, compelled to consider other sustainable transport options rather than parking on nearby residential streets.

5.5.5 There is much said about attracting people to the area to support the local area. In this case I believe charging to park will have the opposite effect and drive customers and business away... Charging for parking will only drive [customers] to supermarkets or elsewhere, where they can either do a one stop shop or go somewhere they can park for free. This does not encourage them to shop locally.

These proposals have the potential to ensure there is a turnover of parking within these car parks thereby providing opportunities for visitors to park, whether they be visiting nearby businesses/shops, communities facilities, or residential properties. This is opposed to the current situation where vehicles are possibly being parked all day, therefore blocking opportunities for 'short stay' parking. Officers would also note that much of the on-street parking adjacent to shops on Victoria Road is intended for visitor parking and is available free of charge, with a 45 minute maximum stay restriction, to encourage turnover of parking.

Furthermore, officers consider the proposed £1 charge to be a modest one, representing the lowest charge for 2 hours of parking within any off-street car park that is owned and maintained by the council. In this

respect, officers do not feel the introduction of this charge would be a significant deterrent to 'short stay' visitor parking.

5.6 The objections with regards to Dunmail Avenue car park, Cults, covered the following themes:

5.6.1 The shops in Cults are used by local people who require short term parking. By introducing a £1 charge for someone who just wants to go and buy a pint of milk, or pop into the bank you will simply encourage people to drive further afield and go to a supermarket. By trying to generate income from Dunmail carpark you will increase the probability that the shops in Cults will no longer be viable with the consequential loss of jobs, income tax, business rates and corporation tax.

As highlighted in section 5.5.5 of this report, these proposals have the potential to ensure there is a turnover of parking within these car parks and provide more opportunities for 'short stay' parking.

5.6.2 The car park is important to many elderly residents of the Cults, Bielside and Milltimber area who drive to Cults to do their shopping and use the nearby library. It is also used by carers who come to look after the many residents who need help in Cults. It is already a challenge to get carers to come to the area because of travel costs and I see the imposition of a parking fee would be a further disincentive.

With regards to professional carers, it would be expected that they would be able to claim back travel expenses, including a £1 car park charge, from their employer.

As stated previously, officers consider the proposed £1 charge to be a modest one, representing the lowest charge for 2 hours of parking within any off-street car park that is owned and maintained by the council. In this respect, officers do not feel the introduction of this charge would be a significant deterrent to 'short stay' visitor parking.

5.6.3 The projected revenue receipts from the car park fees as presented to the Communities, Housing & Infrastructure Committee are minimal and would not justify the inconvenience caused for the users of the Dunmail car park.

The figures presented in the previous report relating to the initial statutory consultation were based on the measure being installed for a period of 9 months in the financial year 2016/17, after taking into account the initial cost of installing appropriate signs / 'pay & display' ticket machines. It would therefore be expected that the potential revenue generated in future financial years would be greater than this.

5.6.4 A more appropriate action that the Aberdeen City Council could take to prevent long term parking in the car park and ensure spaces are available for shoppers, library users and visiting carers would be to impose a 2 hour maximum waiting time which would be monitored by the local City Wardens.

This opinion has been echoed in a number of the objections received, with one respondent also highlighting that the car park is currently used as in informal 'park and ride' and would like to see a maximum stay introduced in the car park, but without the introduction of a charge.

This type of parking is very difficult to enforce effectively and is usually widely abused. Essentially it is very labour intensive for city wardens to monitor these areas i.e. the warden must firstly record the details of the parked vehicles, take photos to record the exact position of the vehicles (this entails taking photos of say the tyre valves in relation to the markings to ensure there is substantive evidence) and thereafter return to the site to confirm whether any vehicles have exceeded the time-limit.

In comparison 'Pay and Display' quickly allows the warden to check the displayed ticket and thus deduce whether the parked vehicle has exceeded the allocated time. This method is extremely efficient and unambiguous, thereby allowing effective enforcement of parking restrictions and ensuring a steady turnover of short stay parking.

5.7 The objections with regards to Station Road car park, Bucksburn, covered the following themes:

5.7.1 Several new businesses have recently opened in Bucksburn: Aberdeen Sports Therapy, Jack Taylor Fishmonger, and Little Malaya restaurant/take away who will have, no doubt, researched the area they ultimately chose to ensure it was accessible to customers and afforded a good retail opportunity - this, of course, includes free parking. I'd imagine if parking charges were in place when they were considering their location for their new business they could well have walked away. Accessibility is paramount to ensure small businesses thrive... You should proudly support local businesses and do all that you can to ensure their survival, not put obstacles in their way.

Similar representations of this nature have been made in a significant number of the objections received, with the effect the introduction of parking charges in the Station Road car park would have on local businesses being one of the main concerns expressed by residents of the area, as well as many of the business owners themselves. However, officers would again emphasise that these proposals have the potential to ensure there is a turnover of parking within these car parks and preserve opportunities for visitors to park and access nearby businesses/shops or other facilities. This is opposed to the current

situation where vehicles, including those belonging to staff from nearby businesses, are possibly parked all day. Furthermore, the proposed £1 charge is a modest one, and officers do not feel the introduction of this charge would be a significant deterrent to short-term parking.

5.7.2 Displaced traffic from the current Station Road Car Park (those unwilling to pay) is likely to displace to:

- The Ferguson Court residents car park – an annoyance for the residents*
- The unsuitable Station Road – creating a difficult situation with parked traffic obstructing use of the road given its nature*
- Oldmeldrum Road – increased parking on this street which has over the years experienced a considerable increase in parking resulting in regular parking on the yellow lined areas*
- Or Malcolm Road/ Gilbert Road – with Malcolm Road experiencing the overspill from the Britannia hotel with occasionally overspill to Gilbert Road in addition to the overspill parking from the Doctors surgery.*

Officers acknowledge that there may be some displacement of parking onto nearby residential streets and residents' car parks, due to the introduction of parking charges and maximum stay times within the Station Road car park. However, should the proposals be progressed, this will be monitored closely and referred to the City Wardens office or Police Scotland, as necessary, for their consideration with regards to the enforcement of any contraventions to traffic regulations. Likewise, the issue of regular parking on the yellow line restrictions on Oldmeldrum Road will be highlighted to the City Wardens Office, for their consideration with regards to regular enforcement of these restrictions.

5.7.3 My house no longer has access for parking even though I have space in my garden, this access was removed when Inverurie Road was duelled, my only space to park now is Station Road.

Due to the length of time since this scheme was implemented, officers are not aware of any agreement being made with regards to the Station Road car park being made available to residents of Inverurie Road in this situation and would note that there is alternative on-street parking available within the vicinity of this property.

Similar opinions on the proposals have also been expressed by other residents on Inverurie Road, with one also highlighting they believe the proposed charges will lead to further obstructive pavement parking adjacent to this road, due to the displacement of residential parking from the Station Road car park. This is an issue that has previously been highlighted to officers and is currently being investigated, in conjunction with BEAR Scotland, with regards to possible solutions.

5.7.4 I want to know why this car park has been chosen as a possible pay and display car park. Have there been complaints about people abusing it? I want to know if Aberdeen City Council have even counted how many vehicles are parking on this car park during the day.

This car park was chosen as it is a Council asset and it is appropriate its use for commercial purpose should be considered as a possible source of revenue. The instruction to commence the statutory process for introducing parking charges was based on the potential funds this car park could generate. In this respect, the proposal did not arise from enquiries relating to issues with parking turnover and therefore no survey work has been conducted to determine if 'long-stay' parking in this car park is an issue, albeit a number of responses to this public consultation exercise have highlighted anecdotally that long-term parking does occur at this site.

5.7.5 As Aberdeen City Council has an obligation to make sure this car park is well kept and the lighting is adequate I sincerely hope that the following areas will be addressed as a matter of priority: (1) Pot holes (2) Lighting (3) Weeds and Rubbish (4) Markings.

Concerns relating to the maintenance and upkeep of the Station Road car park have also been a reoccurring theme amongst the objections to this proposal, with additional comments from other residents/business owners relating to drainage issues within the car park causing flooding during periods of inclement weather. There is an ongoing maintenance program relating to the required works highlighted here. These issues will be raised with the Aberdeen City Council maintenance team, for inclusion within the priority maintenance works program.

5.7.6 The car park is quite small, given the outlay required to install machines & employing more traffic wardens hardly seems cost affective when according to your information revenue will be around £3k. Why not consider a parking system like Aberdeenshire Council, where they allow 20/30 mins of free parking & implement a charge for longer periods, a small revenue can still be made but also consideration for the local shoppers & businesses.

As mentioned in section 5.6.4 of this report, this type of parking is very difficult to enforce effectively and is usually widely abused. Essentially it is very labour intensive for city wardens to monitor this type of parking. In comparison 'Pay and Display' quickly allows the warden to check the displayed ticket and thus deduce whether the parked vehicle has exceeded the allocated time. However, based on the content of some of the objections received and feedback from the elected members, officers have suggested an alternative option for an altered tariff structure, offering an initial 30 minutes of parking at no cost within each of the car parks under consideration. Officers anticipate this would cost an additional £500 per car park for the provision of 'Pay and Display' machines capable of providing the necessary functionality.

Furthermore, officers expect that the introduction of this measure would equate to an estimated loss of income of at least 50% of the £70k income budgeted for 2016/17.

6. IMPACT

Improving Customer Experience – These proposals have the potential to ensure there is a turnover of parking within these car parks thereby providing opportunities for visitors to park, whether they be visiting nearby businesses/shops, communities facilities, or residential properties. This is opposed to the current situation where vehicles are possibly being parked all day, thereby blocking opportunities for ‘short stay’ parking.

Improving Staff Experience – Not Applicable

Improving our use of Resources – These car parks are a Council asset and it is appropriate their use for commercial purpose should be considered as a potential source of revenue.

Corporate – These proposals, when considering they could increase parking opportunities near amenities and services, meet the objective in the Single Outcome Agreement that “We live in well designed, sustainable places where we are able to access the amenities and services we need.” They also have the potential to encourage sustainable transport, with commuters, who use these facilities for ‘all day’ parking, compelled to consider other sustainable transport options; this links to the promotion of a sustainable transport system set out in the “Aberdeen – the Smarter City Vision”.

Public – This report will be of interest to the residents / proprietors / businesses within the proposal areas and likewise to the wider public who may use these car parks.

7. MANAGEMENT OF RISK

The proposed commercial use of these car parks was identified as a source of revenue at the Council Budget Meeting on 25 February 2016. Consequentially, if these proposals are not introduced as originally envisioned, it would have a negative impact on the 2016/17 budget, with savings having to be considered elsewhere.

Given the possible contentious nature of these proposals there could be public concern and negative media reporting. In this respect, concerned parties would be provided with a thorough rationale as to the background for introducing charges / ‘time limited’ parking.

8. BACKGROUND PAPERS

[General Fund Revenue Budget 2016/17 and Non Housing Capital Programme 2016/17 to 2020/21, Council \(Budget\) Committee, 25 February 2016](#)

[Introduce parking charges to three existing car parks, as per Budget proposals \(Stage 2 - Initial Statutory\) - CHI/16/068, Communities, Housing and Infrastructure Committee, 17 May 2016](#)

9. REPORT AUTHOR DETAILS

James Watt
Engineering Assistant
Email: JameWatt@aberdeencity.gov.uk
Tel. 01224 (52)2319

10. CONSULTEE COMMENTS

CONSULTEE	Date of Issue	Date of Response	Comments
Sandra Howard - Equalities Manager, C,H&I	18.07.16	19.07.16	Unsure if this has any impact on those on low incomes eg who uses the parking there? It is one of the more disadvantaged areas
Joanne Larsen - Community Safety Service Manager	27.07.16	29.07.16	Where responses mention areas where the City Wardens may be required to do additional patrols to manage displaced vehicles we will work with your service to ensure that this is managed effectively and with consideration to forward planning and resources as we progress.
Cllr Aileen Malone	27.07.16	28.07.16	I would like it noted that I do not agree with the proposal to introduce parking charges at this location [Dunmail Avenue car park, Cults]. I would suggest that we make this car park a free 45min/1hour zone which would enable residents to park and shop within the area.

Appendix 1 – Public Notice



ABERDEEN
CITY COUNCIL

ABERDEEN CITY COUNCIL
ROAD TRAFFIC REGULATION ACT 1984

THE ABERDEEN CITY COUNCIL (OFF-STREET CAR PARKS, ABERDEEN) (AMENDMENT) ORDER 201(X)

Aberdeen City Council proposes to make the above-named order in terms of its powers under the Road Traffic Regulation Act 1984. The effect of the order will be to introduce pay and display parking within the off-street car parks on Crombie Road (Torry), Dunmail Avenue (Cults) and Station Road (Bucksburn). The charges will be applicable from 8.00am to 6.00pm, Monday to Saturday. The cost for a period up to a maximum of 2 hours will be £1.00.

With respect to the proposed pay and display regime, a disabled person's vehicle will be exempt from payment of any charge, and from compliance with any limitation of time, providing that it displays a disabled persons badge ("the blue badge") issued by a local authority. The Council may reserve a suitable number of spaces for disabled persons' vehicles and no person shall cause or permit any vehicle to wait in any such space at any time without displaying the related badge ("the blue badge") issued by a local authority. The Council may also reserve a suitable numbers of spaces for use only by motorcycles (at no charge), and no person shall cause or permit any vehicle to wait in these spaces unless that vehicle is a motorcycle. The Council may also reserve in any of the parking places affected by this order a suitable number of parking bays as electric vehicle parking bays. No person shall cause or permit any type of vehicle other than an electric vehicle to park in an electric vehicle parking bay at any time. At all times, whilst an electric vehicle is parked in an electric vehicle parking bay, the driver shall cause the vehicle to be connected via a recharging lead to the charging post installed in respect of the parking bay. Finally, the Council may reserve in any of the parking places affected by this order a suitable number of parking bays for vehicles provided by the Car Club. No person shall cause or permit any type of vehicle other than a car club vehicle to park in a car club parking bay at any time.

Full details of the above proposals are to be found in the draft orders, which, together with maps showing the intended measures and an accompanying statement of the Council's reasons for promoting them, may be examined during normal office hours on weekdays between 1 June and 24 June 2016, in the offices of the roads officials in the Communities Housing and Infrastructure department, at Marischal College, Broad Street, Aberdeen. It is recommended that anyone wishing to visit Marischal College 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. Alternatively, anyone unable to visit Marischal College can telephone 01224 522319 to discuss the proposals with one of the roads 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 1 June and 24 June 2016, 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.

Traffic Management Team, Business Hub 11, Second Floor West, Marischal College, Broad Street, Aberdeen, AB10 1AB



Appendix 2 – Objections

Objection 1

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 01 June 2016 18:02
To: James Watt
Subject: FW: Proposed Parking Charges Station Road Car Park Bucksburn

-----Original Message-----

From: Evelyn Cheyne [REDACTED]
Sent: 01 June 2016 13:27
To: TrafficManagement
Subject: Proposed Parking Charges Station Road Car Park Bucksburn

Please accept this email as my notice of objection to the above.

I myself stay in Oldmeldrum Road, Bucksburn, Aberdeen AB21 9DU and am currently blighted by works vehicles (including lorries on the odd occasion) parking overnight. We also have a problem with people working offshore who leave their car in Oldmeldrum Road while they are away. Trying to get parked in my own street later on in an evening is almost impossible as it is and if car parking charges were in place in Station Road car park then (although these charges will be during the day) residents will park in Oldmeldrum Road rather than have to pay charges during the day.

Even if you brought in residents parking permits there will still be a problem and the only way round it would be to implement resident parking permits for Oldmeldrum Road and surrounding streets as well.

Bucksburn is currently lucky to have local shops supporting the community and if charges are imposed on parking then I feel these shops would also suffer. Local business should be encouraged not discouraged!

I hope of this occasion you will listen to residents and Bucksburn community as a whole and leave the car park free!!

Regards

Mrs Evelyn Cheyne
36 Oldmeldrum Road
Bucksburn
Aberdeen
AB21 9DU

Objection 2

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 02 June 2016 09:32
To: James Watt
Subject: FW: Public consultation re parking at Station Rd Bucksburn

-----Original Message-----

From: Rhonda Reekie [REDACTED]
Sent: 01 June 2016 20:10
To: TrafficManagement
Cc: anne Florence
Subject: Public consultation re parking at Station Rd Bucksburn

Good evening

I am writing with objections to the proposal to make this car park chargeable on behalf of Bucksburn and Newhills Community Council

Bucksburn and Newhills Community Council had a meeting on the 31st March to discuss this issue and the majority decided this was not a good idea.

City Councillors advised this idea was purely to raise money and not to alleviate any kind of issues in the area.

Community councillors had spoken with various residents and businesses who were very concerned about the impact of this on local businesses.

The car park is currently used by local residents who cannot find a space near to their property, employees of the local shops, by residents wishing to visit the local bank, shops and amenities, church goers (2 local churches nearby), those arranging funerals etc.

For instance those businesses on the main Inverurie road such as the chemist and the butcher will suffer as it's the only place to park then cross the road, especially for the disabled trying to get to the chemist.

There is no other local parking nearby other than residential streets such as Gilbert Road, Malcolm Road, Church Lane, Station Road, which are already filled with cars.

Old Meldrum Road already has a problem with double yellow line parkers and that's with the car park currently non paying.

For local employees and residents £1 per two hours is pretty steep for those working in local shops every day, as well as those people just popping to the cashpoint for 5 minutes.

Local residents already complain about people parking in the overspill area who are popping round to the shops or bank this is just going to add more cars to our residential areas.

Whilst we understand the need for the council to cut costs and raise more money it seems that trying to get the local people to pay for everything that we already pay council tax for is unreasonable, people are not travelling from other city areas to shop at the local Bucksburn shops , we are talking about residents here.

Going further out of the city into the suburbs and charging for every piece of public land seems to be stretching it. Especially given that the site is low maintenance and no money has been spent on fixing up the car park.

This will mean more people deserting the local shops for places like Tescos and Lidl's where parking is free , this is hardly Aberdeen City council supporting local shops!

We urge you to reconsider this proposal and leave Station Road as free parking.

Yours faithfully

Rhonda Reekie
On behalf of Bucksburn and Newhills Community Council

Sent from my iPhone

Objection 3

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 03 June 2016 12:16
To: James Watt
Subject: FW: Proposed charging for car park on station Road Bucksburn

From: Rhonda Reekie [REDACTED]
Sent: 02 June 2016 12:09
To: TrafficManagement
Subject: Proposed charging for car park on station Road Bucksburn

Dear Sir

As residents very near to this car park for over 16 years we are not happy that this car park may be changed to a chargeable one.

The car park is currently used by local residents who cannot find a space near to their property, employees of the local shops, by residents wishing to visit the local bank, shops and amenities , church goers (2 local churches nearby)

For instance those businesses on the main Inverurie road such as the chemist and the butcher will both suffer as it's the only place to park then cross the road , especially for the disabled trying to get to the chemist. I have spoken with the local baker who has several staff parking there and spoken with the local post mistress whose only parking is this car park.

There is no other local parking nearby other than residential streets such as Gilbert Road, Malcolm Road, Church Lane which are already filled with cars. Old Meldrum Road already has a problem with double yellow line parkers and that's with the car park currently non paying.

£1 per two hours is pretty steep for just popping to the cashpoint , post office , chemist, fishmonger etc for 5 minutes.

For myself I stay at Church Lane and the residents of the 4 homes already complain about parking in the lane by people who are popping round to the shops or bank , this is just going to add more cars to our area who don't want to pay for car park.

Whilst I understand the needs for the council to cut costs and raise more money it seems that those we elected are continually trying to get the people who elected them to pay for everything that we already pay council tax for. We receive less and less for our council taxes. Going further out of the city into the suburban residential areas and charging for every piece of public land seems to be stretching it and taxing local residents.

We also fear that charging for this car park will force local residents to go to nearby Tesco's and Lidl's where parking is free and I believe this goes against the council's policy of supporting local shops who will suffer as a result of this proposal in losing both employees and customers who currently park for free.

We object to this proposal

Many thanks

regards

Rhonda Reekie and Andrew Reekie

42 Inverurie Road

Bucksburn

Aberdeen

AB21 9LL



Objection 4

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 03 June 2016 12:16
To: James Watt
Subject: FW: Proposed parking charges in Bucksburn

From: Michelle Shortt [REDACTED]
Sent: 02 June 2016 19:37
To: TrafficManagement
Subject: Proposed parking charges in Bucksburn

Dear Sir

I am strongly opposed to this plan as it will be to the detriment of local businesses and residents. The area has little parking as it is due to the A96 running through the middle of Bucksburn! This has led to dangerous practice of parking on pavements and I can only imagine this will get worse if charging goes ahead.

Kind Regards
Michelle Shortt

Objection 5

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 03 June 2016 12:17
To: James Watt
Subject: FW: Crombie Road car park

From: matt wozniak [REDACTED]
Sent: 02 June 2016 20:39
To: TrafficManagement
Subject: Crombie Road car park

Hi I live on Victoria road 76 and when I read about changes on car park on Crombie road I didn't like that proposal from Aberdeen City Council.
For me that car park is only one available space around my home ,on Victoria road most of parking spaces is time limited also at Menzies Road, Walker Road, also all that's roads are very crowded so when I try found available parking spaces near my home its very difficult so that change will make my live moor difficult I also believe there Ar some others people in similar situation like me, thank you.

Yours sincerely,

Maciej Wozniak
Victoria Road 76

Objection 6

[REDACTED]

From: [REDACTED]
Sent: 04 June 2016 16:44
To: James Watt
Subject: Station Road car park Bucksburn

I wish to object to the introduction of parking charges to the above car park. We are fortunate to benefit from various local shops and I feel parking charges will be detrimental to these local businesses.

Jamie Cheyne
12-14 Oldmeldrum Road
Bucksburn
Aberdeen

Sent from my iPhone

Objection 7

[REDACTED]

From: Christine Paterson [REDACTED]
Sent: 04 June 2016 21:53
To: James Watt
Subject: Station road car park Bucksburn

I wish to object to the introduction of parking charges to the above car park. We are fortunate to benefit from various local shops and I feel parking charges will be detrimental to these local businesses.

Christine Paterson
12-14 Oldmeldrum Road Flat A
Bucksburn
Aberdeen

Objection 8

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 06 June 2016 10:07
To: James Watt
Subject: FW: Bucksburn Station Road Car Park

From: CHARLES SHEPHERD [REDACTED]
Sent: 06 June 2016 09:49
To: TrafficManagement
Subject: Bucksburn Station Road Car Park

Dear Sir,

I wish to formally complain about the proposal to institute a charge for car parking at the Station Road Car Park in Bucksburn. The community of Bucksburn has already been split in two with the A96 dual carriageway and due to the fact that there is no parking allowed on this road, it is very difficult for vehicles to park and gain access to the shops in central Bucksburn. The fact that there is parking in the Station Road Car Park does help to alleviate the problems for the limited shops we have. The City Council **should** be looking at the bigger picture of the return they receive from these shops at present. If charging is introduced for parking then I am convinced that shoppers rather than stopping for a short period in the car park will illegally park on the streets around. Taking into consideration the very small amount the Council will receive in a year from this car park I would strongly recommend that they reject the proposal to charge for this car park.

Yours faithfully,

Charles Shepherd MBE

Objection 9

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 09 June 2016 14:52
To: James Watt
Subject: FW: Station Road Car Park Bucksburn

From: marc moss [REDACTED]
Sent: 08 June 2016 09:13
To: TrafficManagement
Subject: Station Road Car Park Bucksburn

To whom it may concern,

I am writing to you as i have recently found out that you are considering making the car park at station road bucksburn a pay and display. I fully object this as it is the only place i can park my car due to me staying on auchmill road. Unless you are considering the people who live on this road and are looking to build spaces for these families somewhere else close, then surely you cannot go ahead with making these people pay everyday to leave their cars parked? Not only that but how are these families, who are already struggling with jobs etc due to the oil industry failing in an over priced city meant to afford this extra payments?

I look forward in hearing from you on this matter.

Regards

Marc Moss
6c auchmill Road
Bucksburn
Ab21 9ld

Tel. 07791996218

Objection 10

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 09 June 2016 14:58
To: James Watt
Subject: FW: Car parking, Station Road, Buckburn

From: Total Endurance - Ken [REDACTED]
Sent: 09 June 2016 08:24
To: TrafficManagement
Subject: Car parking, Station Road, Buckburn

Dear Sir/Madam,

We have recently acquired the old Clydesdale Bank building at 2-4 Oldmeldrum Road, Buckburn, and invested a considerable amount of money in converting the building to a Sports Coaching and retail centre. One of the key drivers in our decision to acquire this property was access to good, safe parking facilities for our clients. The imposition of parking charges for the Station Road car park, which is directly behind our property will have a significant effect on our customers and the customers of the other businesses in the area as there is a lack of other safe parking facilities for people to use when visiting these businesses. Imposing parking charges will lead to an increase in on street parking and illegal parking creating safety concerns for other road users and pedestrians in what is already a busy area.

I would urge the council to support the local businesses and community and reconsider the imposition of parking charges in this car park.

Best Regards

Ken Bryson

Total Endurance Ltd
2-4 Oldmeldrum Road
Buckburn
Aberdeen
AB21 9DT.

Objection 11

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 10 June 2016 11:06
To: James Watt
Subject: FW: parking

From: Alexander Campbell
Sent: 10 June 2016 09:29
To: TrafficManagement
Subject: parking

Dear Sir/Madam

I wish to point out my objection to the proposed parking charges for the car park at Station Rd Bucksburn. I have lived at Oldmeldrum Rd for twelve years now and have never seen any repairs or maintenance done to that car park in that time by the council, all pot holes have been filled in by local residents. Parking charges will not only affect local residents but will have an effect on the local businesses by driving customers to other outlets. I also see this as yet another tax imposed on already stretched household budgets.

Regards
A Campbell

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Objection 12

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 13 June 2016 10:12
To: James Watt
Subject: FW: Station Road car park

From: Karen Thow [REDACTED]
Sent: 10 June 2016 17:11
To: TrafficManagement
Subject: Station Road car park

Mrs K A Thow
37 Gilbert Road
Bucksburn
Aberdeen
AB21 9AN

Dear Sir/Madam

I am not happy to hear that you are seeking to charge users of the Station Road car park in Bucksburn and wish to lodge an official objection. I have never had an issue over parking in this car park any time that I have needed to stop in it always finding a space. I am concerned for the local businesses as they are all independent and need all the support we can give them. Local business keeps the local economy moving and taking away free parking may mean that customers are more likely to choose to shop in large supermarkets simply due to the free parking.

Further concern is that people would be far more likely to park, for free, in the local streets blocking parking of residents who will be left picking up the tab again. My street can be busy during the daytime due to the busy Doctors surgery which I am next door to and have more than my share of trouble with inconsiderate parking from their clients. Charging for use of local car parks will only drive the problem into local streets. No Thank You.

A more persistent and dangerous problem is caused by cars parking on double yellow lines at the corner of Old Meldrum road opposite the Bank so that they can use the Bank. I myself have had several near misses due to this and if monitored could potentially collect far more revenue than car parking charges imposed on local shoppers going about their business.

Regards

Mrs Karen A Thow

Objection 13

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 16 June 2016 10:20
To: James Watt
Subject: FW: Introduction of Parking Charges. Station Road .Bucksburn

From: Alison Guyan [REDACTED]
Sent: 15 June 2016 22:16
To: TrafficManagement
Cc: Alison Guyan
Subject: Introduction of Parking Charges. Station Road .Bucksburn

Dear Sir/Madam,

I have recently heard that it is the council's intention to introduce parking charges in the above mentioned car park. I wish to object to this proposal.

I have lived in the local area for the past 25 years and have valued the ability to park in this safe location, free of charge.

The residents of Bucksburn have been face with many road network changes and gross expansion of their community, with new housing, in recent years. As a result of both of the above there are not many places to park to access the few local shops that serve this community.

We have an excellent, butcher, baker, chemist, florist, fish shop and most recently a restaurant. I can only imagine that their trade will be negatively impacted upon if cars can not park, free of charge, for the short 20- 30 minute stops it can take to visit these businesses.

Ideally I would prefer that no charge are introduced,

However if this step is being taken to prevent long stay (three week), usage by some people who leave cars here when they work offshore, I would ask that other solutions are considered.

E.g 20 - 30 minutes free parking, or maximum stay 24 hours in any 24hours.

I am not entirely convinced that this car park is being used by off shore workers as I have visited it on a Sunday afternoon and found that it is extremely empty, which would not be the case if the owner were offshore.

I ask that you do consider my points carefully as I am aware that many local people also feel angry that this is being proposed for this car park in the heart of the village.

Alison Guyan
2 Don Place
Dyce
Aberdeen
AB21 7 BH
[REDACTED]

Objection 14

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 17 June 2016 10:42
To: James Watt
Subject: FW: THE ABERDEEN CITY COUNCIL (OFF-STREET CAR PARKS, ABERDEEN) (AMENDMENT) ORDER 201(X)

From: Steve Trim [REDACTED]
Sent: 16 June 2016 10:58
To: TrafficManagement
Subject: THE ABERDEEN CITY COUNCIL (OFF-STREET CAR PARKS, ABERDEEN) (AMENDMENT) ORDER 201(X)

With regards to your proposal to introduce pay and display parking in Dunmail Avenue (Cults), I wish to raise my objection.

The shops in Cults are used by local people who require short term parking. By introducing a £1 charge for someone who just wants to go and buy a pint of milk, or pop into the bank you will simply encourage people to drive further afield and go to a supermarket.

By trying to generate income from Dunmail carpark you will increase the probability that the shops in Cults will no longer be viable with the consequential loss of jobs, income tax, business rates and corporation tax. You will also increase congestion around areas like Garthdee, and overall your proposal looks incredibly short sighted.

I would support parking fees only if the first hour of parking was free.

Steve Trim
36 Hillview Terrace
Cults
AB15 9HJ

Objection 15

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 17 June 2016 13:23
To: James Watt
Subject: FW: Proposed parking charges for Station Road Car Park, Bucksburn (Objection)

From: Stephen Morgan [REDACTED]
Sent: 17 June 2016 11:17
To: TrafficManagement
Subject: Proposed parking charges for Station Road Car Park, Bucksburn (Objection)

Dear Gill Samarai,

I am writing regarding a letter I received dated 07 June 2016 concerning proposed parking charges for Station Road Car Park, Bucksburn. This car park is used by customers who visit the nearby shops and businesses (TSB Bank, Post Office, Chalmers, Chinese takeaway, Malaysian restaurant, Komao, Lloyds Pharmacy, The Butcher, Evening Express Paper Shop, Duncan Bathrooms, Flower Shop, Funeral Directors, Architectural Design Consultant, Fish Shop and the Total Endurance Fitness Centre). Parking charges will deter customers from using the car park which will have a negative impact on the local shops and businesses, many of which are struggling in Aberdeen due to the oil downturn. Ferguson Court private car park already gets used as an "overflow" when Station Road Car Park is full. I feel such proposals will result in Ferguson Court being forced to bring in further parking restrictions (i.e. barriers, permit system, signs etc.) at the cost of the Ferguson Court residents, to prevent the inevitable influx of cars to use the "free" Ferguson Court private car park, which is already full with resident's cars only. In addition, cars tail back from the top of Mugiemoss Road onto Old Meldrum Road which has got worse with the new housing development, due to Mugiemoss Road residents parking on the road which is causing congestion in the area. I hope my concerns are taken into consideration during the consultation.

Yours sincerely,

Stephen Morgan

17 Ferguson Court,
Bucksburn,
AB21 9AG

Objection 16

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 17 June 2016 17:44
To: James Watt
Subject: FW: Station Road Car Parl, Bucksburn

From: Sylvia McKay [REDACTED]
Sent: 17 June 2016 14:09
To: TrafficManagement
Subject: Station Road Car Parl, Bucksburn

Sylvia McKay
22 St. John's Road, Bucksburn, Aberdeen AB21 9AL

Reference your proposal to introduce parking charges at Station Road Car Park, I recognise the difficulties that are created by those who park all day. I suggest that you provide 4 parking options that will meet the varied needs of car park users.

- 1 Permit spaces, at a reduced cost, should be provided for employees of local businesses who do require day long parking.
- 2 Free parking for 30 minutes (as provided by parking meters in Inverurie) for those wishing to use local shops
- 3 Free disabled spaces
- 4 Parking charges for parking that is restricted to 2 hours

Whilst I appreciate that the council must avail itself of every opportunity to raise funds, the council also has a responsibility to ensure the safety of road users and this will sometimes involve costs. Motorists frequently park on yellow lines in the Bucksburn area and this is not policed. Traffic wardens should be assigned to this area on a regular basis in order to curtail this illegal and hazardous practice.

Sylvia McKay

Objection 17

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 17 June 2016 17:44
To: James Watt
Subject: FW: Statutory Process - Station Road Car Park, Bucksburn

From: Doug McKay
Sent: 17 June 2016 15:41
To: TrafficManagement
Subject: Statutory Process - Station Road Car Park, Bucksburn

Douglas McKay
22 St. John's Road, Bucksburn, Aberdeen AB21 9AL

With regard to the proposal to introduce parking charges at the Station Road Car Park Bucksburn, as a nearby local resident, I wish to lodge an objection on the following grounds.

- people seem to have an innate aversion to paying additional charges if this can be avoided and I believe that the current long term parkers will merely move the short distance to the nearby Oldmeldrum Road, Malcolm Road and Gilbert Road, where there is room to park during the day, to continue the free parking
- this will clog up the local streets causing safety issues during the day for particularly the old, disabled and young trying to cross streets such as Oldmeldrum Road
- local drivers, who again will be reluctant to have a surcharge placed on their local shopping, will then be forced further away from the local baker, butcher and fishmonger etc. to find parking and will gradually get out of the way of using local shops and go instead to the supermarkets, none of which are owner by local people, when they do a bigger shop. There is then the danger that the loss of revenue will force some small businesses out of existence and so reducing Council income.
- I consider any such parking proposal will have a negative impact on the local community, both business and residential, and moreover any parking charges raised would not cover the expenditure of the installation of the ticket dispensing machines and cost of traffic wardens. As a local resident I have observed every day cars parked on double yellow on Oldmeldrum Road and am quite sure that unless there is regular patrolling of the car park anyone even using it would not consider paying for the privilege unless there is a reasonable risk of being caught by a warden.

Should the car park charges be introduced I would suggest 2 related points.

- a record of all expenses related to the setting up of the new restricted area and all maintenance charges be kept along with the income derived therefrom to keep a check of whether this venture is profitable as the financial motive appears to be the driving force for this change.
- you will probably be aware of the Inverurie parking situation whereby free parking exists for a 30 minute period. This at least will give people time to for example, visit the local Post Office without encouraging a charge, and would at least be some sort of compromise in this contentious issue.

Regards
Douglas McKay

Objection 18

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 20 June 2016 15:03
To: James Watt
Subject: FW: yule - 44 Ferguson Court Bucksburn, Aberdeen

From: Brenda Yule
Sent: 17 June 2016 22:24
To: TrafficManagement
Subject: yule - 44 Ferguson Court Bucksburn, Aberdeen

Re: Aberdeen Council charging for parking in local car park next to our flats in Ferguson Court Bucksburn

I think it's an absolute disgrace that Aberdeen City council is even considering this.

For 1 it's not exactly a massive car park .. The car park is purely used for local shops and not long term parking

We have a butchers shop which is in Bucksburn on Inverurie Road basically on the dual carriageway , and NO PARKING

We had a Post Office which I'm assuming will re-open shortly , which is only accessible by parking in the car park

We have a Bank again only accessible by this car park

Even a Funeral Directors which is only accessible by this car park (People are grieving when attending these places and Aberdeen Council

appear to have no feelings for people of Aberdeen)all they are looking at is **making money** ..

Also a New Business has gone into one of these buildings to .. Physio etc and is very busy ..Some elderly people and fit people rely on this

type of service and they are again being penalised by attending .

It's bad enough that people have to pay for these physio appointments etc , but again Aberdeen Council/NHS can't support the people and provide

this service to them ..without waiting for months .. IF someone requires physio etc - It is for a reason , not to suffer for months!!!

In this current climate surely it more effective for Aberdeen Council to support all these local businesses as opposed to people going out of business then having to claim benefits due to them not having any jobs / income (**I MEAN HAVE YOU LOT ANY COMMON SENSE**)

I know what I would be supporting !!!!

There are no problems with the parking there at all .. BUT you will cause problems for us living in our homes as people won't pay these costs and park beside our homes ... Then you will penalise us !!!

I highly recommend you seriously think about my comments..

There are a lot of elderly people in Bucksburn too who probably make a weekly trip to butcher/ fish shop/bank etc and using this car park
Surely you can't deny them this ... From the other side of Bucksburn it's a fair walk for elderly people to walk to these facilities..

I would appreciate a response from you in your decisions..

Regards
Brenda Yule

Objection 19

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 20 June 2016 15:03
To: James Watt
Subject: FW: Station Road car park

From: Jamie Campbell [REDACTED]
Sent: 18 June 2016 14:46
To: TrafficManagement
Subject: Station Road car park

Hi,

I am just emailing to put across my thoughts for the proposed charges being put into place for the Station Road car park in Bucksburn.

I feel this will have a huge negative impact on the surrounding area and businesses and I'm strongly against the change.

In nearly 2 years of living in Ferguson Court, I have never see the car park full. It's quite obviously used for people quickly stopping to use the local amenities and there may be the odd cars that are left for long stay but it's never putting anyone that needs a space out of their way. There has been several occasions where I have used the car park over night if I have been unable to park my car in the Ferguson Court spaces.

If the charges are brought in, this is going to completely put people off using the car park. To avoid people paying they will look to seek the closest free parking which is the Ferguson Court parking spaces. This causing even less spaces for the residents which is hard enough at the best of times. Also, more likely people will end up parking their cars on the roads outside the shops causing further hazards.

Please reconsider these changes and take into account the affect it will have on the local area.

Thank you,

Jamie Campbell
6 Ferguson Court
Bucksburn
Aberdeen
AB21 9AG

Sent from my Samsung Galaxy smartphone.

Objection 20

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 20 June 2016 15:04
To: James Watt
Subject: FW: Objection to Carpark Charges - Station Road Bucksburn
Importance: High

From: Stephanie Adam [REDACTED]
Sent: 18 June 2016 19:04
To: TrafficManagement
Subject: Objection to Carpark Charges - Station Road Bucksburn
Importance: High

My details are: Miss Stephanie Adam
35 Ferguson Court, Bucksburn, Aberdeen, AB219AG

I write this e-mail to voice my objection of the proposed parking charges for the car park located on Station Road.

This car park is right next to the residents car park for Ferguson Court where car parking can be difficult at times due to the volume of cars and limited spaces (there are 69 flats within the development). On several occasions throughout the 4 years I have lived within Ferguson Court I have witnessed several cars using the residents car park while they do their shopping at the local shops etc despite having a free public car park only one entrance up - they are driving past the free car park choosing to park within a private car park. I worry this will only get worse if patrons have to pay to use the car park.

The residents association within Ferguson Court introduced parking permits for residents in an attempt to cut down the cars parking in the car park who shouldn't be - but as with everything else there is the challenge of residents not using the permits and how we deal with offending vehicles if we can prove they do not belong to anyone within the development. A barrier for the entrance to the car park has been spoken about but will be very expensive and as a result use up a lot of the funds within the residents association account so it has been put on the back burner until more pressing matters are dealt with.

Putting charges onto the car park on station road will almost certainly cause problems for the residents in Ferguson Court and surrounding properties as if people have a choice to pay or park for free - the majority will choose to park for free. This is the reason of my objection of the proposed plans.

Thank You

Stephanie Adam

Objection 21

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 20 June 2016 15:04
To: James Watt
Subject: FW: Proposed car parking charges - Bucksburn

-----Original Message-----

From: Vera Smith [REDACTED]
Sent: 19 June 2016 16:30
To: TrafficManagement
Subject: Proposed car parking charges - Bucksburn

To whom it may concern

I would like to lodge my objections to the proposed car parking charges for the parking area adjacent to the Staging Post Public House Bucksburn.

If parking charges are brought in then the public are going to seek out free parking and as Ferguson Court flats have dedicated parking for flat dwellers this is where the public will illegally park making it difficult for flat dwellers to park their cars.

I am the owner of flat number 4 Ferguson Court.

Regards

Vera Smith

Laighmuir
Wardhouse
Insch
AB52 6YP

[REDACTED]
[REDACTED]

Objection 22

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 20 June 2016 15:05
To: James Watt
Subject: FW: Objection to Carpark Charges - Station Road
Attachments: Objection to Carpark Charges - Station Road

From: Karen Grant [REDACTED]
Sent: 20 June 2016 11:41
To: TrafficManagement
Subject: Objection to Carpark Charges - Station Road

To whom it may concern,

I am writing to object to the proposal of introducing Carpark Charges to the Station Road Carpark, Bucksburn. I am a resident of Ferguson Court which lies directly behind the carpark and already we suffer from people parking in our car park to use the facilities round about but by implementing parking charges in the council carpark many more people will come a park in our Residents only carpark, of which there is already a shortage of carpark spaces (there are many more flats than spaces in our carpark and many residences have two cars). If the charges are put into place then we will be forced to put in a barrier to stop people parking in our carpark which will be at a very high cost to all the residents in the Court.

There is also an issue of the upkeep of the council carpark. There are several spaces your carpark which are lost due to poor maintenance of the carpark - I personally have contact the council to arrange the drains to be unblocked, as during the recent flooding the drains overflowed into our residents carpark. Therefore I am unsure why the council is now suddenly very interested in the carpark when the have previously not be at all concerned.

Karen Grant
20 Ferguson Court
Bucksburn
Aberdeen
AB21 9AG

Objection 23

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 20 June 2016 15:06
To: James Watt
Subject: FW: Bucksburn - Station Rd Car Park

From: Kay Robb [REDACTED]
Sent: 20 June 2016 13:00
To: TrafficManagement
Subject: Bucksburn - Station Rd Car Park

Dear Mr Watt

I am writing in response to the proposed introduction of paid parking in Bucksburn.

The shops in the surrounding area of the car park, are all independent shops & because of the A96 dual carriageway passing directly through Bucksburn, there is no place to stop even for a few minutes. Several of these shops depend on people parking & crossing the road to visit them, implementing a parking fee will create another hurdle for potential shoppers.

I feel the council should be encouraging small business, help them to thrive & provide services for the local communities, instead of adding further challenges in this already difficult time.

Bucksburn has a wide variety of shops & services from the traditional butcher, bakery, fishmonger, flower shop & chemist to a restaurant & a newly opened specialist fitness centre to name only a few.

The car park is quite small, given the outlay required to install machines & employing more traffic wardens hardly seems cost affective when according to your information revenue will be around £3k. Why not consider a parking system like Aberdeenshire Council, where they allow 20/30 mins of free parking & implement a charge for longer periods, a small revenue can still be made but also consideration for the local shoppers & businesses.

Parking is an issue in the surround streets of the car park, many people already park in inappropriate places & on double yellow lines causing poor visibility for both drivers & pedestrians, also causing further challenges for emergency & large vehicles. Implementing a charge to park will no doubt add to this problem as more people will try to avoid paying, by parking at the side of the roads.

I hope that you will consider all the options available to you. I urge you to think about the impact on the local businesses & not just the potential revenue this may bring.

Regards
Kay Robb

Objection 24

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 20 June 2016 15:06
To: James Watt
Subject: FW: Dunmail Car Park Proposals

From: Peter Roberts [REDACTED]
Sent: 20 June 2016 13:05
To: TrafficManagement
Subject: Dunmail Car Park Proposals

Dear Sir,

I wish to object to the proposed imposition of parking charges at the Dunmail car park in Cults. The car park is important to many elderly residents of the Cults, Bielside and Milltimber area who drive to Cults to do their shopping and use the nearby library. It is also used by carers who come to look after the many residents who need help in Cults. It is already a challenge to get carers to come to the area because of travel costs and I see the imposition of a parking fee would be a further disincentive. It would also lead to more on street parking and congested streets.

The projected revenue receipts from the car park fees as presented to the Communities, Housing & Infrastructure Committee are minimal and would not justify the inconvenience caused for the users of the Dunmail car park.

A more appropriate action that the Aberdeen City Council could take to prevent long term parking in the car park and ensure spaces are available for shoppers, library users and visiting carers would be to impose a 2 hour maximum waiting time which would be monitored by the local City Wardens.

Yours faithfully,

Peter Roberts
6 Marchbank Road,
Bielside,
Aberdeen AB15 9DJ

Objection 25

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 21 June 2016 10:11
To: James Watt
Subject: FW: Carpark charges-station road bucksburn

From: Keith Gray [REDACTED]
Sent: 20 June 2016 17:34
To: TrafficManagement
Subject: Carpark charges-station road bucksburn

Hello

Traffic management

I am writing to inform you that I strongly object to the proposal of implementing car park charges at station road Bucksburn.

Below are my reasons why.

I purchased my flat on the understanding my wife and I could park in station road car park.

I have a metal rail, double yellow lines and a pedestrian crossing outside my flat so I have no where else to park.

If implemented this will reduce the value of my property.

The cost to myself and my wife to park will force us to move house.

Unfair to all the local businesses in bucksburn, do you expect people to pay to use the undertakers, butchers, baker, fish shop, hairdresser, chemist, little Malaya and worst of all the church.

You must realise this is not the city centre and there is insufficient parking to us as it is.

By implementing these charges I hope you realise by doing so you are reducing access to business premises and property in that area.

Thereby driving everyone out of bucksburn.

Yours truly

Keith Gray
17 Inverurie Road
Bucksburn
AB21 9LJ

Objection 26

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 21 June 2016 10:11
To: James Watt
Subject: FW: Carpark Charges Station Road Bucksburn

-----Original Message-----

From: Susan Garden [REDACTED]
Sent: 20 June 2016 17:56
To: TrafficManagement
Subject: Carpark Charges Station Road Bucksburn

I am writing to strongly object to the proposal of setting car park charges at Station Road Bucksburn.

Reason are:

There are a lot of business in Bucksburn and do you expect pensioners like me to pay for example to go to butcher,baker,fish shop which my husband and I use?

Going to Church?

My son and his wife have a flat in Inverurie Road who we visit regularly do you expect us to pay to park?

Having been born and brought up in Bucksburn myself I do think it's very unfair to penalise the local residents and business with these charges

Sent from my iPhone

Objection 27

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 21 June 2016 13:02
To: James Watt
Subject: FW: Carpark Charges - Station Road, Bucksburn

From: Claire Henderson [REDACTED]
Sent: 21 June 2016 12:47
To: TrafficManagement
Subject: Carpark Charges - Station Road, Bucksburn

18 Ferguson Court
Bucksburn
Aberdeen
AB21 7AG

Dear Sir/Madam,

Carpark Charges - Station Road, Bucksburn

I am writing to you in relation to the planned parking charges for the Station Road car park Bucksburn.

As a resident of Ferguson Court I am strongly against these plans. Our car park is residents only parking, however this will likely be taken over by those who wish to avoid paying for parking. This would have a significant impact on all residents as parking would become a issue.

Yours sincerely

Claire Henderson

Objection 28

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 21 June 2016 16:58
To: James Watt
Subject: FW: Parking charges for Station Road, Bucksburn

From: Pamela Thomson [REDACTED]
Sent: 21 June 2016 13:29
To: TrafficManagement
Subject: Parking charges for Station Road, Bucksburn

Dear Sir/Madam

I'd like to register my objection to the Council's proposal to introduce parking charges for using the car park at Station Road in Bucksburn.

I'm a Blackburn resident who regularly shops at the small businesses in Bucksburn - Milne & Son Butchers, Jack Taylor Fishmonger, Flower Vogue, TSB and the Post Office in particular.

I fear the imposition of parking charges will have a detrimental effect on these small businesses. I have heard the revenue you expect from this car park may be as low as £3,000 per annum which is not going to make a big difference to the Council's financial position but £3,000 or part thereof to anyone of these small business could be the difference between survival and their demise.

Several new businesses have recently opened in Bucksburn: Aberdeen Sports Therapy, Jack Taylor Fishmonger, and Little Malaya restaurant/take away who will have, no doubt, researched the area they ultimately chose to ensure it was accessible to customers and afforded a good retail opportunity - this, of course, includes free parking. I'd imagine if parking charges were in place when they were considering their location for their new business they could well have walked away. Accessibility is paramount to ensure small businesses thrive. Without passing trade, which includes commuters such as myself, these businesses will fail.

Aberdeen City Council, along with all local authorities, have a vested interest in encouraging new business to be formed in our area. It is generally good for the local economy, can create new jobs and occupies commercial property which will generate more income for YOU.

I fully appreciate the need to make cuts and balance the books, however, I feel this is an obstructive way to generate income. You should proudly support local businesses and do all that you can to ensure their survival, not put obstacles in their way. The Council could certainly look at how they improve upon their collect of debts and fines - that would generate far more income and would make for a fairer society.

Thank you for your time and I hope you make the right decision when the time comes.

Yours faithfully

Pamela Thomson

Objection 29

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 22 June 2016 10:14
To: James Watt
Subject: FW: Station road. Bucksburn.

-----Original Message-----

From: henry bruce [REDACTED]
Sent: 22 June 2016 07:34
To: TrafficManagement
Subject: Station road. Bucksburn.

Good Morning.

In respect of the planned parking charges for the Station Road car park,(Bucksburn) we wish it to be known that we are objecting to these changes most strongly. Apart from the most obvious example of impact to businesses in the local area and the impact it will have to residents at Ferguson Court, it will also have a major impact to residents of Oldmeldrum Road Bucksburn,in what is already a busy and congested area this will lead to further battles for parking spaces outside of our residence, at the moment it is not uncommon to have had to find a parking space some 50/70 metres from our home.

In this we object.

Henry and Christine Bruce

23 Oldmeldrum Road Bucksburn Aberdeen.

And also on behalf of Mike and Sandra Beattie

27 Oldmeldrum Road Bucksburn Aberdeen.

Objection 30

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 22 June 2016 10:15
To: James Watt
Subject: FW: Carpark charges - Station Road, Bucksburn

-----Original Message-----

From: Lorraine Duncan [REDACTED]
Sent: 22 June 2016 09:20
To: TrafficManagement
Subject: Carpark charges - Station Road, Bucksburn

I wish to object to parking charges at Station Road Bucksburn, I do not want to see any local small business suffer/ leave due to parking charges, they are invaluable to our small community.

On a personal level, my house no longer has access for parking even though I have space in my garden, this access was removed when Inverurie Road was duelled, my only space to park now is Station Road.

I am an essential car user in my job as a nurse with the children's hospice. I travel all over the North East to provide care and respite to terminally ill children in their own homes.

I am expected to use my own car and as I work shifts as required I may be at home during weekday hours, this parking charge would severely impact on my finances.

We pay £2300 per year council tax as a household and in 20 years I have lived at this address the car park has never been tended, I think maybe council tax money could be used to upgrade the Carpark without the need for charges.

I would hope this carparking charge will be reconsidered and abolished as there is no need or desire from the community for it. At present there is enough free space at any time for residents and business customers use within the Carpark.

Introducing this charge will have a knock on effect on surrounding residential streets due not to people who wish to avoid parking charges but to those who will find it financially crippling to pay for them

Lorraine Duncan
30 Inverurie Road
Bucksburn
Aberdeen
AB21 9LL

Sent from my iPad

Objection 31

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 22 June 2016 10:24
To: James Watt
Subject: FW: Car parking charges, Station Road Bucksburn

-----Original Message-----

From: Lorraine Duncan [REDACTED]
Sent: 22 June 2016 09:41
To: TrafficManagement
Cc: [REDACTED]
Subject: Car parking charges, Station Road Bucksburn

Stewart Sinclair
The Manse
30 Inverurie Road
Bucksburn
Aberdeen
AB21 9LL

I am writing to object to car parking charges being levied at Station Road, Bucksburn.
I previously worked at Craiginches prison in Aberdeen and cycled my commute with no need for a car.

Since closure of Craiginches prison and transfer of all staff to Peterhead prison I now need to drive to my place of employment. I work shifts and am home during some working hours so would be liable for parking charges.

There is a huge lack of available on street parking locally and due to dual carriageway I can no longer have access to my garden/ driveway, Station Road is the only available place to park.

As a public sector employee on average pay, I would find this extra charge a heavy burden.

Sent from my iPad

Objection 32

25 Deeview Road South
Cults
ABERDEEN AB15 9NA
Tel: [REDACTED]
[REDACTED]

22 June 2016

THE ABERDEEN CITY COUNCIL (OFF-STREET CAR PARKS, ABERDEEN) (AMENDMENT) ORDER 201(X)

I object to the above order.
I am not opposed to a time limit.
I am opposed to introducing any charge.

The Dunmail carpark is a parking facility used both by persons using the shopping and other facilities but also by those visiting (including Carers and other workers).

Car parking is limited along the North Deeside Road the Dunmail carpark is frequently used when no spaces are available on the North Deeside Road. Charging would introduce a differential and encourage people to parking on residential roads nearby.

The money raised is does not justify the loss of a valuable amenity and the deleterious effects which will result.

Peter H S Smith

Objection 33

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 23 June 2016 10:19
To: James Watt
Subject: FW: Proposed parking charges

-----Original Message-----

From: KENNY MILNE [REDACTED]
Sent: 22 June 2016 19:00
To: TrafficManagement
Subject: Proposed parking charges

To whom it may concern,

I am writing to express my concerns regarding the proposal to introduce parking charges at the Station Road car park in Bucksburn.

As a business owner in Bucksburn for over thirty years, I have already seen the heart ripped out of Bucksburn with the A96 running through the village and with limited parking to serve fourteen businesses and two churches we find ourselves next to one of the busiest roads in the city with no passing trade. We therefore rely heavily on customers using the car park, with the majority spending little time in Bucksburn apart from some shopping, visits to the bank or to attend the rest rooms or funerals. There are also residents from Auchmill, Inverurie and Oldmeldrum roads who need to use this facility.

The car park itself is in a state of disrepair with no lighting, flooding in the far corner and in need of resurfacing and lining, it also houses the original wall of the northern canal which must be of no historical importance given the negligence it has suffered.

I believe that potential customers to our businesses will be driven away by parking charges, even not having change for a parking meter is an excuse not to stop. This will also encourage some to park on yellow lines or dangerously (we already have problems with visibility exiting Malcolm and Gilbert Road as cars park so close to the junctions). I hope you are inundated with protest to this proposal, but I fear you will not realise the full extent of the anger or disbelief that is being felt by the many people who use the facility. For this to be a period of public consultation the public seem unaware of the proposal and had it not been for the article in the Evening Express on Tuesday 14th June very few would know anything about it, even residents in Station Mews which faces the car park have not been notified, whilst fixing notifications to signposts have little impact as many people use the lanes next to Chalmers bakery or Sport Endurance to enter and exit from the car park.

In the last week I have been inundated with requests from customers and residents of Bucksburn to start a petition so they can add their backing to throw out this proposal. If this is a business decision to "BRIDGE A FUNDING GAP" in councillor Willie Young's words, then charging one pound to park in Bucksburn may not be the answer to the problem.
Regards Kenny Milne H & S Milne butchers

Sent from my iPhone

Objection 34



CULTS BIELDSIDE AND MILLTIMBER COMMUNITY COUNCIL

22 June 2016

Traffic Management Team,
Business Hub 11,
Second Floor West,
Marischal College,
Broad Street,
Aberdeen,
AB10 1AB

Dear Sir

Proposed Parking Charges at Dunmail Avenue Car Park, Cults

Cults, Bieldside and Milltimber Community Council wishes to re-iterate its objection to Aberdeen City Council's proposal to make the Dunmail Avenue Car Park subject to a £1 charge for two hours parking. As you know, this community has a significant proportion of elderly people who make relatively short visits to the Cults shopping centre by car for whom this is the only public off-road parking available. We are also concerned that carers attending residents of Dunmail Manor should not be disadvantaged.

We recognize that this car park is vulnerable to use as an informal park and ride facility by Aberdeen-bound commuters. In order to discourage this use, we consider that a better course of action would be to introduce time-limited parking and would propose a limit of two hours with appropriate regular enforcement.

We also note from the report submitted to the Communities, Housing and Infrastructure Committee on 17 May the relatively trivial net revenue expected from this proposal. While we understand that the £3k quoted is for 9 months revenue after installation costs for the machines (and therefore higher in a full year) this does suggest a very small return given the inconvenience and cost which would be experienced by visitors to Cults.

Thank you for the opportunity to comment again on this matter. Please keep us informed of further developments.

Yours faithfully



C F Morsley

Colin Morsley: Correspondence Secretary, CMBCC
188 North Deeside Road, Milltimber, Aberdeen AB13 0HL
Website: www.cbmccommunity.org.uk

Objection 35

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 23 June 2016 10:20
To: James Watt
Subject: FW: Car park charges in Bucksburn

-----Original Message-----

From: Lynne Tough [REDACTED]
Sent: 22 June 2016 21:54
To: TrafficManagement
Subject: Car park charges in Bucksburn

I am writing regarding the planned parking charge for parking at Station Road in Bucksburn. I have stayed in Bucksburn for 47 years and feel it ridiculous to charge for parking at this car park. Bucksburn is dead to what it used to be shop wise and I feel that you are going to drive people away all together if they have to pay. I wouldn't pay for that car park as the last time I did park in it there were pot holes that you had to dodge for a start. I feel that the shops that are still there need as much support from the local community and people just wouldn't pay to park there. I feel that this is purely a money making scheme! Residents who are in Ferguson court would have trouble with people parking in their area. I await you reply regarding this matter.

Regards

Lynne Tough

Sent from my iPad

Objection 36

Traffic management team

24 Malcolm Road
Bucksburn
Aberdeen
AB21 9LN

Dear Sir or Madam,

I wish to object to the proposal under consideration for the introduction of parking charges at Station Road Bucksburn Aberdeen.

As a resident of Malcolm Road I am concerned regarding the knock on effect should the council approve this. While I accept there is a need for the council to work within a budget I doubt if this would generate sufficient income to justify the expense of setting this up and the running cost and maintenance.

If parking charges are introduced many motorists will look for alternative parking adding to those already using Malcolm Road.

Residents already have difficulty parking near their home due to offshore workers leaving their cars for two weeks while working off shore. Adding to this we have a number of people parking on Malcolm Road while using the bus to go into town for the day.

The Britannia Hotel over the last year has been very successful in attracting large numbers of customers many are working at various sites in the area, and arrive with vans and trucks after 6pm.

The council approved the additional 100-room extension and ignored the residents concern regarding emergency vehicles access, and the recent fire at the hotel highlighted the residents concern about access and the volume of cars and vans parking in Malcolm Road.

Planning officers may say these matters cannot be taken into consideration, but I would ask the councillors on the committee to consider the knock on effect which I have no doubt will be detrimental to residents of Malcolm Road Bucksburn.

Yours sincerely

Brian Rattray

I wish to object to the proposal



Objection 37

Derick Murray
42 Gilbert Road
Bucksburn
Aberdeen
AB21 9AN

Traffic Management Team
Business Hub 11, Second Floor West,
Marischal College, Broad Street, Aberdeen.
AB101AB

Dear sirs,

Public Statutory Consultation – Conversion of Free Car Parks (Crombie Road, Torry/ Dunmail Avenue, Cults/ Station Road, Bucksburn) to £1 for 2 hour maximum stay chargeable car parks.

I am writing this letter of objection in my capacity as a resident of Bucksburn rather than my professional employment capacity.

I wish to object to the proposed charge for the Station Road, Bucksburn car park.

I have no objection to the charge per se, but to the impacts that the charge is likely to cause.

There does appear to be a high number of vehicles that use this car park on a longer than 2 hour stay basis. Whilst the intention of creating turn over spaces for visitors to the local shopping is laudable there are likely to be a number of consequences with this.

The background to this is the current situation. The Station Road Car Park is adjacent to a residents car park for Ferguson Court. It is accessed from Station Road which itself accesses from Oldmeldrum Road at a junction extremely close to Inverurie Road. Station Road itself is narrow and very windy, not suitable for the current volume of traffic trying to bypass the Haudagain roundabout. The Staging Post pub has a car park close by. The Britannia Hotel has recently been refurbished to increase the number of available bedrooms. There are yellow line restrictions on Oldmeldrum Road to attempt to keep this section of road near Inverurie Road clear.

The effect of this is that:

- The traffic bypassing Haudagain (both morning but more particularly pm peak) either turns right into Station Road or right into Mugiemooss Road near Bankhead Road. The

queue back from the Station Road/ Mugiemoss Road junction often reaches Inverurie Road causing queueing on Inverurie Road for the left turn into Oldmeldrum Road

- The yellow line restrictions on Oldmeldrum Road are often overlooked with cars parked meaning traffic cannot pass those trying to turn right into Station Road
- Displaced traffic from the current Station Road Car Park (those unwilling to pay) is likely to displace to:
 - The Ferguson Court residents car park – an annoyance for the residents
 - The unsuitable Station Road – creating a difficult situation with parked traffic obstructing use of the road given its nature
 - Oldmeldrum Road – increased parking on this street which has over the years experienced a considerable increase in parking resulting in regular parking on the yellow lined areas
 - Or Malcolm Road/ Gilbert Road – with Malcolm Road experiencing the overspill from the Britannia hotel with occasionally overspill to Gilbert Road in addition to the overspill parking from the Doctors surgery

The Staging Post used to regularly have people park in its car park and when, a few years ago it, rightly, tried to limit the use of its car park to customers there was an increase in parking on Oldmeldrum Road. There is nothing to suggest this proposal would have any different effect.

The recent refurbishment of the Britannia Hotel has seen a significant increase of parking on Oldmeldrum Road. This has included coaches, HGV vehicles as well as LGV and cars. This parking, an overspill from the Britannia's car parks takes up the space that any overspill from the Station Road Car Park is likely to try and use meaning that parking on the existing yellow lines is likely to increase.

There are currently proposals to:

- Open the AWPR which will significantly reduce traffic on Inverurie Road
- Improve the Haudagain junction which will reduce traffic wishing to bypass it
- Re-configure Mugiemoss to make it more difficult to use the route as a bypass to Haudagain

These changes will have an impact on the issues I've raised above. I believe the proposal for charging won't improve the traffic management in the area and will raise a very small sum in revenue. I think that the improvements described above should be implemented at which time it would be more appropriate to consider the car parking charges being proposed since the effects of the proposal are likely to be considerably reduced.

I hope you will consider these points before coming to a decision.

Yours Sincerely

A large black rectangular box redacting the signature of R.G. Murray.

R.G. Murray



VICTORIA CARPETS (SCOTLAND) LTD.

99 Victoria Road, Torry, Aberdeen AB11 9LX

RECEIVED
27 MAY 2016

Wed May 25th 2016
Complaints Dept
Traffic Management
Aberdeen City Council (Copy Retained)
Business Hub 11
Level 2 West Marischal College, Broad Street
Aberdeen AB10 1AB.

N Brown
Director
ABAE. Co

I write to Complain About your future bad intentions Ref charging for Parking. Geomvie Ro Torry Plus other two suburb Areas as mentioned in the Press. I would Also like to object to the Closure of Haglehead & Kewen Bars. All of these Plans are irresponsible and notibly timed After the By Elections. Has your Greed for Revenue got no Barrier People are losing their JOBS in Aberdeen on A large Scale. Your Greed for Revenue is totally illogical and its about time you had People with some Business Acumen before the whole City is destroyed with Extremely Bad Planning motivated by Greed! UNION ST George Street totally destroyed AS Shopping Centres Everywhere you go 7 Days & Nights Revenue I've traded in Torry for 15 years. And Employ 6 People. I will Close my Doors through your Greed. Get Someone who Knows How to generate Business AND listen Disgusted N Brown

Registered in Scotland No. SC239875

PS Your Attitude and disrespect for
Peoples JOBS STINKS You tell us we CAN
object HASNT done ANY good SO FAR
You still want Ahead with that Concrete
Monstrosity OPPOSITE MARSHALL College
You will still Probably go Ahead with
the Victoria Rd School etc etc The Public
Should have the Right to have a Panel
and be Present at your Meetings SO TOO
Should The Press. You have destroyed
Abedeen I await your Reply

Ravenous Collectors
PARKING charges. CRAZY
So much FOR Democracy
Thats Phoney TOO

MR A. Z. DUGUID
2 HOPCROFT DRIVE
BUCKSBURN
ABERDEEN
AB21 9RJ

I AM WRITING TO YOU
TO STOP THE PAYMENT
THE PROPOSING PARKING
CHARGE AT BUCKSBURN CAR
PARK. IF YOU GO AHEAD
WITH THIS PROPOSING CHARGE
IT WILL BE THE FINAL NAIL
IN THE COFFIN FOR THE FUEL
SHOPS LEFT STRUGGLING ^{PUBLIC}
AT BUCKSBURN. THE ~~PEOPLE~~
SHALL GO TO SUPERMARKETS
ELICE WHERE IT IS FREE
I USE THE CAR PARK
EVERY DAY FOR MY WORK
I WORK AT LOCAL BAKERY
I NEED THE CAR HEART PROBLEMS
I CAN NOT CANT AFFORD THAT
CHARGES A-Z-DUGUID

Objection 40

Wm. GILCHRIST
Funeral Directors & Monumental Masons

10 Oldmeldrum Road,
Bucksburn,
Aberdeen AB21 9DT

14th June 2016

Traffic Management Team,
Business Hub 11, Second Floor West,
Marischal College,
Broad Street,
Aberdeen
AB10 1AB.

Proposed Parking Charges at Station Road, Car Park Stoneywood.

Dear Sir,

Please accept this letter as an **objection** to the proposed parking charge levy at Station Road Car Park, Stoneywood.

1. As a business in the area, our client use this valuable service to visit our premises on a short and medium term basis. I feel it would be in-appropriate to charge them for use of the car park and may force them to use the highway instead for short visits which I believe would clog up the road network and also provided an additional risk to road users and pedestrians.
2. This car park is not in the town centre and is only used by the Stoneywood/Bucksburn Community using the services in the community. This may drive some to use other business in other areas which may have better access and or no parking levy. We wish to encourage our community to use the services on their doorsteps, not push them to out of town developments.

As Aberdeen City Council has an obligation to make sure this carp park is well kept and the lighting is adequate I sincerely hope that the following areas will be address as a matter of priority.

1. Pot Holes.
2. Lighting.
3. Weeds and Rubbish.
4. Markings.

Yours

Neil Herd.
Manager

RECEIVED
17 JUN 2016

Funeral Services Limited, registered in England and Wales
with number 30808R at registered office 1 Angel Square,
Manchester, M60 0AG.

VAT registered 403 3146 04 Part of Corporation Group Limited



INVESTORS
IN PEOPLE



Objection 41

Aberdeen City Council,
Car Parks,
Marischal College,
Broad Street,
Aberdeen.

11, South Avenue,
Cults,
Aberdeen AB15 9LB.
20.05.16.



Dear Sirs,

Car Park at Cults.

I read in CMB news that there are proposals to make the car park at Cults into a paying car park. I pass this car park on foot every day and am convinced that it is misused by some to park all day while they take the bus into town.

I would be in favour of charging for parking with one proviso. Cults is still a good shopping area but people need to be able to park while shopping. I suggest that parking for under two hours is free. That would give shoppers time to have a coffee, have their hair done etc, but the two hour limit would stop the all day parking.

Charges for parking for more than two hours should not be excessive as it will drive away those who need over two hours.

ABERDEEN CITY COUNCIL	
ROADS SERVICES	
REF	
ACTION	
25 MAY 2016	
11130	
COPIES	

Yours faithfully,
C. Miller.

Objection 42

3. OLD STREET
ABERDEEN
AB15 6FT
22.06.16

TO WHOM IT MAY CONCERN,

IN REGARD TO THE INTENDED PARKING CHARGES AT THE CROMBIE ROAD CAR PARK, I WISH TO OBJECT ON THE GROUNDS THAT THE CAR PARK IS A TIP. HAVE ANY COUNCIL REPRESENTATIVES ACTUALLY BEEN TO INSPECT IT? RUBBISH IS REGULARLY DUMPED THERE ALTHOUGH I KNOW THAT THIS IS NOT YOUR PROBLEM AS SUCH, BUT TO CHARGE TO PARK THERE SOLELY REQUIRES A LEVEL OF ADEQUATE MAINTENANCE. THE SCRUBBERY IS SO BADLY OVERGROWN THAT SEVERAL SPACES CANNOT BE USED. IT IS ALSO EXTREMELY DANGEROUS EXITING THE CAR PARK AS YOU CANNOT SEE PROPERLY DUE TO THE OVERGROWTH AND I DREAD TO THINK OF A SMALL CHILD RUNNING ALONG THE PAVEMENT. THE FENCING IS ALSO BROKEN. IS IT REALLY NECESSARY TO HAVE THE WHOLE CAR PARK RESTRICTED TO TWO HOURS.

YOURS SINCERELY

Winda Argo.

MRS WINDA ARGO.

Objection 43

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 23 June 2016 14:03
To: James Watt
Subject: FW: Station Road Car Park, Bucksburn

-----Original Message-----

From: Daniel [REDACTED]
Sent: 23 June 2016 11:40
To: TrafficManagement
Subject: Station Road Car Park, Bucksburn

To whom this may concern,

I am writing in protest to the proposed parking charges to be issued behind the station road car park in bucksburn. As a resident in station mews and an employee of a local business that would be directly affected by the absurd suggestion, Not only on a business point of view but from my prospective as a very nearby resident I fear that people will feel forced to park in our private car park and also affect those of Ferguson court. Also Surely the expense of bringing the car park now up to a higher standard suitable of charging would be a ridiculous waste of your financial resources.

Daniel Dewars, Station Mews Resident

Sent from my iPhone

Objection 44

Aberdeen City Council
Communities, Housing & Infrastructure
Traffic Management
Business Hub 11
Marischal College
Broad Street
Aberdeen
AB10 1AB

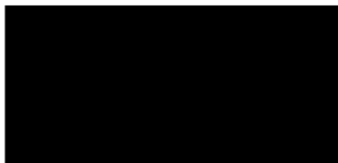
24 June 2016

I wish to object to proposals to introduce parking fees at Station Road Car Park, Bucksburn. It's difficult enough as it is to support local businesses and keep them open without the added pressures of customers having to pay to park. I can't imagine that the amount of money it will cost the Council to resurface the car park, line it, install payment machines, maintain it, 'police' it for the amount of income it could possibly generate could be justified. I can only imagine the problems it will cause in the surrounding area with people parking/deserting their cars outwith the paying area which will inevitably create the need for parking restrictions on other streets which will then also inconvenience the residents.

I want to know why this car park has been chosen as a possible pay and display car park.

Have there been complaints about people abusing it?

I want to know if Aberdeen City Council have even counted how many vehicles are parking in this car park during the day.



Karen Kench
15 Berrywell Gardens
Dyce
Aberdeen
AB21 7BR

RECEIVED
24 JUN 2016

Objection 45

Aberdeen City Council
Communities, Housing & Infrastructure
Traffic Management
Business Hub 11
Marischal College
Broad Street
Aberdeen
AB10 1AB

24 June 2016

I wish to object to proposals to introduce parking fees at Station Road Car Park, Bucksburn.

I have stayed all my life in Bucksburn and it is difficult enough to have a main road cutting through the centre of Bucksburn disrupting the community life and there are still local businesses which need to be supported by the local community and further afield. If this car park is changed to pay and display, people will park outwith the car park and use other streets which would possibly causing an obstruction and disruption to resident living in the area. Bucksburn has a high percentage of elderly people and disabled people who have stayed all their lives in the area and need to park close to shops to support the local businesses. The car park needs resurfacing and installing pay and display machines at a cost to the Council, I want to know why this car park has been chosen as a possible pay and display car park.

Anne-Marie McPherson
59 Inverurie Road
Bucksburn
ABERDEEN
AB21 9LJ

Objection 46

Aberdeen City Council
Communities, Housing & Infrastructure
Traffic Management
Business Hub 11
Marischal College
Broad Street
Aberdeen
AB10 1AB

24 June 2016

I wish to object to proposals to introduce parking fees at Station Road Car Park, Bucksburn.

Bucksburn has changed over the years but there are still a few good local businesses which are used by residents and people from surrounding areas. The community has a percentage of disabled people and elderly people who use their vehicles to come to Bucksburn to shop rather than go to the supermarkets and to support the local businesses. If this car park is changed to pay and display, people will park outwith the car park and use other streets which would possibly causing an obstruction and disruption to resident living in the area.

The car park needs resurfacing and installing pay and display machines at a cost to the Council, I want to know why this car park has been chosen as a possible pay and display car park.

Sandra Mahoney
23 Hopecroft Avenue
Bucksburn
ABERDEEN
AB21 9RN

Objection 47

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 23 June 2016 17:14
To: James Watt
Subject: FW: Introduce parking charges to Station Road car Park Bucksburn

Follow Up Flag: Follow up
Flag Status: Flagged

From: Ken Mathieson [REDACTED]
Sent: 23 June 2016 16:06
To: TrafficManagement
Subject: Introduce parking charges to Station Road car Park Bucksburn

Hi,

I would like to take this opportunity to **OBJECT** to these proposals.

I have a business in Bucksburn and have a number of employees and they unfortunately require to drive to work.

I choose to have my business on the outskirts of the city in Bucksburn so the customers could park easily without paying as well as my staff.

I feel that this is purely a money making exercise and will not benefit the local community & in fact may drive business away.

With regards to the shops the only people that will benefit are the retail parks with free parking as the shops and the viability of Bucksburn will suffer.

I thought the idea of the local authority was to look after and serve the community not take facilities away.

If approved then the neighbouring streets will become very busy and unfair to local residents.

I do hope that this can be stopped.

Kind Regards

Ken

on behalf of
KEN MATHIESON ARCHITECTURAL DESIGN Ltd.

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& DEVELOPMENT CONSULTANT

Objection 48

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 23 June 2016 17:15
To: James Watt
Subject: FW: Station Road Car Park, Bucksburn - CHI/16/068

Follow Up Flag: Follow up
Flag Status: Flagged

From: stuart mathieson [REDACTED]
Sent: 23 June 2016 16:06
To: TrafficManagement
Subject: Station Road Car Park, Bucksburn - CHI/16/068

Dear Sirs,

I am writing to object to Aberdeen City Councils proposals to introduce parking charges and associated limits on time when parked at Station Road, Bucksburn.

I have worked in Oldmeldrum Road, Bucksburn for over 10 years and have seen the benefit the free car parking has had to the local businesses and for parents dropping off and collecting their children from Bucksburn Primary School. Any change to this will cause people to park their cars for on the surrounding streets. There is a very large volume of traffic going through Oldmeldrum Road and the recent road closure due to the fire at the Britannia Hotel has highlighted the number of Heavy Goods vehicles which are taken through this road via their Sat Nav systems. I truly believe that if cars are forced to park on the street rather than the car park then there will be an increase in the number of accidents.

I object to the parking charges and would like confirmation that this email has been received.

Kind Regards

Stuart Mathieson

Objection 49 – received after the statutory consultation period

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 27 June 2016 10:07
To: James Watt
Subject: FW: Car park charges - torry

Follow Up Flag: Follow up
Flag Status: Flagged

From: Fiona Hamilton [REDACTED]
Sent: 25 June 2016 00:07
To: TrafficManagement
Subject: Car park charges - torry

To whom it may concern

I am writing to you regarding the planned parking charges at Crombie Road.

I am concerned that the charges are going to be detrimental to my business and local businesses in the area as well as residents of the area.

There is much said about attracting people to the area to support the local area. In this case I believe charging to park will have the opposite effect and drive customers and business away.

In the case of myself, my customers are often if booking weddings or funerals more than an hour or two hours. There are others who make a trip across town to specifically come and support my business. Charging for parking will only drive them to supermarkets or else where, where they can either do a one stop shop or go somewhere they can park for free. This does not encourage them to shop locally.

It will make the running of my business near impossible as I cannot travel by bus to work as before I ever start work I have been to wholesales and collected flower and vases and other sundries on a daily basis. There is no option for us to park for more than two hours or for customwrs to do sobeither. We cannot make out deliveries by bus and as it is I have parking tickets issued almost on a daily/weekly basis as I cannot load or unload my vehicle. I do not need to run my business from Torry. I can convert the property into a residential property and close another business in the area and put several members of staff out of work. My business can open in another area but it certainly won't be in Aberdeen or Aberdeenshire as you do not encourage or support that idea.

People are very loyal supporters to the shops in Torry and all businesses support each other but this will take the heart out of the community.

The state of the car park of which you do not maintain does not give reason to charge and looks very much as a money making plan. It is obvious there has been little done for the upkeep if the car park. The placement of rubbish bins and recycling bins outside the shop on Victoria Road also adds to lack of parking as a space the existed before has now been lost with placement of bins in the middle of the space.

I look forward to your response.

Yours sincerely
Fiona Hamilton
Aberflora
89 Victoria Road
Aberdeen
Ab11 9lu

Objection 50 – received after the statutory consultation period

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 27 June 2016 10:08
To: James Watt
Subject: FW: Objection to proposed charges to Station Road Car Park

Follow Up Flag: Follow up
Flag Status: Flagged

From: [REDACTED]
Sent: 26 June 2016 19:13
To: TrafficManagement
Subject: Objection to proposed charges to Station Road Car Park

Dear Madam

I write to object to the proposed parking charges at Station Road car park, Bucksburn. I live within Ferguson Court which is adjacent to the car park and am also chair of the residents' association.

Our car park has no secure entry system which means it is open to abuse from the public and nearby residents. It is regularly full and our residents struggle to find a space. If you were to introduce charges to the public car park then the public will seek to park elsewhere and in especially our car park. We would be forced to spend money on a barrier system to prevent unauthorised entry. This money could be better spent on essential maintenance to the court.

The public will also park on Oldmeldrum Road, Station Road and other surrounding streets. Will charges be introduced on these streets as there be additional congestion here on already busy roads?

I would also like to point out that Station Road car park is not maintained appropriately by the Council. It is prone to flooding and this overflows into our car park. My neighbour has requested the drains be cleared in the past. It should not be our responsibility to request this. Rubbish is regularly strewn around from overflowing bins.

Regards
Marie Henderson
45 Ferguson Court
Bucksburn
Aberdeen
AB21 9AG

Objection 51 – received after the statutory consultation period

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 27 June 2016 17:49
To: James Watt
Subject: FW: Station Road Car Park Bucksburn

Follow Up Flag: Follow up
Flag Status: Flagged

From: Chris Smith [REDACTED]
Sent: 27 June 2016 14:49
To: TrafficManagement
Subject: Station Road Car Park Bucksburn

Good afternoon,

I write to express my concerns with the proposed implementation of parking charges at the Station Road Bucksburn Car Park.

This car park is essential to the local businesses who are competing with others in the area that offer free parking. This to me seems very unfair and will not encourage people to visit these shops / businesses over the ones with free parking. I would have thought that this goes against the fair and equal opportunities of the councils local business plan. The car park is also beneficial to me as I am of limited mobility after a serious industrial accident and rely on my wife to drive me everywhere. I have an appointment at one of the businesses that will be effected every week and we rely on the free car park being there and for it to be well maintained - i.e no potholes for my wheelchair or when I use my walking sticks.

I hope this can be resolved and that the parking charges are never implemented.

Kind regards
Chris Smith

8 meadowlands park
westhill
aberdeenshire
ab32 6el

Objection 52 – received after the statutory consultation period

[REDACTED]

From: Graeme McKenzie on behalf of TrafficManagement
Sent: 27 June 2016 17:50
To: James Watt
Subject: FW: Parking at Station Road Bucksburn

Follow Up Flag: Follow up
Flag Status: Flagged

-----Original Message-----

From: [REDACTED]
Sent: 27 June 2016 16:48
To: TrafficManagement
Subject: Parking at Station Road Bucksburn

I wish to object to the forthcoming plan to charge for parking in the above mentioned car park.

As a small business in Oldmeldrum Road I feel it would be a huge disadvantage to all the small businesses in the area to implement parking charges. People are not going to pay to purchase several of the products we supply in this area, eg flowers, butchery, fishmongers, bakers. The public will drive past if there is a space on the roadside they will stop but I cannot see them deliberately paying for parking to use our services. Small businesses are struggling to keep customers from going to supermarkets and I was under the impression Aberdeen Council supported small businesses, this plan is not a supportive one.

The other objection is the traffic will cause congestion by parking on the roadside while they pop into the local shops instead of using the car park.

Do the costs of employing a parking attendant surpass the revenue you propose to raise from the car park and will the car park be properly maintained unlike it is at the present time.

Regards

Susan Stevenson
Flowerscene

2 STATION MEWS
STATION ROAD
BUCKSBURN
AB21 9PE
24/6/16

Dear Sir/Madam

CAR PARKING CHARGES - BUCKSBURN

I am writing to convey my objection to planned car parking charges.

It would be the end of the businesses which depend on this parking facility - people will choose to use alternatives where parking is free.

On a personal note - I am a pensioner, having these shops is important.

My family visit on a regular basis coming and going often during the day. I often look after my grandchildren when they walk. Why should they pay to come visit or stay, it would be unfair and unrealistic.

There are 8 properties in Station
Mews some have the ability to
park one car behind the other, but
unfortunately, my slot does not allow this
facility, I would block exit.

My family have to park on
kerb at entrance to car parks at
Station Mews, If parking restrictions
take place it will make visiting me
very expensive and difficult.

I sincerely hope a sensible
decision will be made with regard
to this,

Yours faithfully



ELEANOR Mc GREGOR

Objection 54 – received after the statutory consultation period



From: Secretary Torry Community Council <contactus@torrycommunitycouncil.org.uk>
Sent: 17 July 2016 21:26
To: James Watt
Subject: Re: Public Statutory Consultation - Conversion of Free Car Parks (Crombie Road, Torry / Dunmail Avenue, Cults / Station Road, Bucksburn) to £1 for 2 hour max stay chargeable car parks

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning James

Torry Community Council, as a statutory consultee re-affirms its opposition to the introduction of parking charges at Crombie Road. Such a move will be harmful for local businesses, create un-necessary on-street parking and will create hazardous conditions for traffic and pedestrian safety in a busy area.

Please can you advise on the responses you have received to date, and it is still intended to report this matter to Committee on 25th August

Thanks and regards
David

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ABERDEEN CITY COUNCIL

COMMITTEE	Communities, Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Parking Issues Around Hill of Rubislaw - Informal Consultation Results
REPORT NUMBER	CHI/16/081
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

The report will advise the Committee on the results of the recent public consultation into the options for a Controlled Parking Zone (CPZ) or Priority Parking around Hill of Rubislaw and a proposed extension to the Zone X CPZ.

The comments received as a result of this consultation will be analysed and used to develop the detailed design of any schemes that will be progressed. Specific queries raised by residents or proprietors on their response forms will be investigated and responded to accordingly. All comments provided have been fully considered with regards to the recommendations set forth in this report. The information gathered will be kept on record for reference at the next stage of formal preliminary statutory and public consultation.

2. RECOMMENDATIONS

It is recommended this Committee:

- i) note the content of the report; and
- ii) seek the required funding for implementing the proposed extension of the Zone X CPZ;
- iii) subject to the above, instruct the appropriate officers to progress the detailed design of the proposal to extend the Zone X CPZ to the preliminary statutory consultation stage and, if no objections are received, to proceed with the public advertisement.

- iv) instruct the appropriate officers not to progress the proposals for controlled parking measures in the area surrounding the Hill of Rubislaw office complex at this time and instead undertake further consultation at a future time, should the parking issues in the area significantly worsen, and report the findings to a future Committee meeting.

3. FINANCIAL IMPLICATIONS

There would be cost implications should the proposed extension to the Zone X CPZ be approved for implementation. The estimated cost for the necessary signage and road markings £26,000. There is currently no funding within the approved Capital Programme for the aforementioned work, so this must be sought before this scheme can be implemented. Based on the uptake of parking permits on streets, within the existing the Zone X CPZ, with similar characteristics to those proposed for inclusion within the CPZ, officers estimate there would be a demand for around 40 first permits and 22 second permits. This would generate revenue of around £4640 per year, with minimal additional revenue from short-term visitor parking. In this respect officers estimate the implementation costs will be covered within 6-7 years following the scheme coming into effect.

The existing budget allocated for the initial phase of the project, will cover the funding required for further consultation in relation to the parking issues in the area surrounding the Hill of Rubislaw.

4. OTHER IMPLICATIONS

There is currently an application for planning permission to construct additional parking (up to an additional 191 spaces) at the Hill of Rubislaw complex. Should this additional parking provision be provided, it is anticipated that the requirement for controlled parking measures within Hill of Rubislaw would be significantly reduced.

The recent downturn in the oil and gas industry has also had a substantial impact on the current level of commuter parking in the area surrounding the Hill of Rubislaw complex. Aberdeen City Council undertook a parking survey to determine the level of commuter parking which was taking place in 2013. This survey was undertaken at a time when the oil industry was more buoyant thus the Hill of Rubislaw development was occupied by a greater number of employees and contractors. Further parking surveys were undertaken on 26 January 2016, 27 January 2016 and 10 March 2016. Table 4.1 (below) compares the 2013 and 2016 survey results to understand how much parking behaviour has changed.

STREET	2013 Survey		2016 Survey		Difference	
	<i>Baseline</i>	<i>Day</i>	<i>Baseline</i>	<i>Peak</i>	<i>Baseline</i>	<i>Day</i>
SPRINGFIELD AVENUE	13	32	29	17	+16	-15
SPRINGFIELD LANE	2	0	0	0	-2	0
RUBISLAW PARK ROAD	6	16	9	18	+3	+2
ANGUSFIELD AVENUE	44	111	60	80	+16	-31
ANGUSFIELD LANE/PLACE	5	36	5	9	0	-27
KING'S CROSS ROAD	16	39	16	24	0	-15
CARNEGIE CRESCENT	14	39	14	25	0	-14

Table 4.1 – Parking Capacity Analysis

This table indicates that day time parking has reduced in all but one of the streets surveyed. Particularly in Angusfield Avenue, where overall parking has fallen by 31 vehicles, which is a decline of almost 28%. Overall, the results show a significant decline in the level of commuter parking to that occurring in 2013.

The recent survey indicated that current commuter parking, associated with Hill of Rubislaw, is concentrated around a small number of roads, which are;

- Angusfield Avenue (southern end);
- Rubislaw Park Road;
- Viewfield Road; and
- Kepplestone Avenue.

Commuter parking was also observed on Morningfield Road and to a lesser extent on Moray Place, Carnegie Crescent and King' Cross Road. However, this parking appears to be more associated with the proximity to key transport corridors rather than the Hill of Rubislaw development. Similarly, the non-residential parking on Rubislaw Park Road could be attributed, in some part, to the businesses at the north end of this street.

It is appreciated that some properties on Angusfield Avenue are acutely affected by commuter parking, although this is limited to the section between Rubislaw Burn and Queen's Road. Accounting for commuter parking in other streets, it is estimated that approximately 7% of the area west of Anderson Drive is affected. Due to the limited effects of commuter parking on the whole area, it is anticipated that a CPZ would receive significant levels of objection, should the scheme be progressed to formal public consultation. This is reaffirmed by many of the responses to the informal consultation questionnaire, as detailed in Section 5 of this report.

The area east of Anderson Drive has been treated separately from the main study area. Primarily as the commuter parking is associated with the effects of the Zone X CPZ, rather than the Hill of Rubislaw development. It is acknowledged that a significant number of commuters were observed parking on Morningfield Road. Parking is concentrated towards the eastern end of the road, close to the frontier with Zone X.

5. BACKGROUND/MAIN ISSUES

5.1 Overview

The consultation exercise consisted of a questionnaire issued to 1,265 households and businesses over an 'area of influence' comprised of streets previously identified as being affected by parking problems, and those unaffected streets that would be impacted upon through the displacement of parking should controls be introduced. (See Appendix 1 for a copy of the questionnaire issued and the contents on the consultation package). The purpose of this exercise was to allow officers to ascertain whether a desire for the introduction of parking measures exists and further inform elected members on the current situation.

Residents were asked whether they want a Controlled Parking Zone (CPZ) with Priority Parking scheme (Option 1) to be taken forward, if residents consider the alternative option of a Priority Parking scheme on the streets most impacted by overspill parking (Option 2) to be preferable, or indeed if residents feel there is currently no requirement for either of these schemes to be progressed. The streets from the neighbouring CPZ X that were removed from the original design of that zone were also included in the survey and asked to comment on separate proposals that would see this area included within Zone X. Residents were also invited to attend consultation 'workshops', conducted by officers from the Aberdeen City Council Traffic Management team, should they have queries relating to any of the aforementioned proposals. These sessions were well attended, with roughly 75 residents present.

The questionnaire generated a reasonable rate of response with 333 addressees responding. It should be noted that within the consultation area there are two distinct residential areas in which parking for non-residents is already restricted in some way. The first is Morningfield Mews, a gated estate within the Zone X extension area. The second is the Kepplestone development, located off the signalised junction of Queen's Road and Queen's Parade, in which all of the kerbside space is subject to yellow line restrictions and parking is restricted to private driveways, gated underground car parking or allocated off-street car parking. These two areas represent 351 of the households surveyed, however provided just 8 responses between them. Officers surmise that the apathy reflected in the response rate for these areas is likely because the parking situation within these developments will remain largely unaffected, whether parking controls are introduced or not. When disregarding these two areas, there was a 36% response rate from the households within the Hill of Rubislaw consultation area and a 46% response rate from the Zone X extension consultation area. In this respect, streets within these areas have been omitted from the results provided in the subsequent sections of this report.

5.2 Hill of Rubislaw Consultation Area - Results

The tables provided below illustrate the street-by-street responses to the two questions within the survey that officers consider to be the most pertinent with regards to making a decision on whether or not to progress with either of the proposed controlled parking measures.

STREET	Do you consider there to be a need for parking controls restricting non-residents from parking on your street?					
	NO		YES		NO RESPONSE	
	Count	%	Count	%	Count	%
ANDERSON DRIVE	6	17.14%	2	5.71%	27	77.14%
ANGUSFIELD AVENUE	24	32.43%	17	22.97%	33	44.59%
BALFRON PLACE	3	30.00%		0.00%	7	70.00%
KEPPLESTONE AVENUE	9	30.00%	2	6.67%	19	63.33%
KEPPLESTONE GARDENS	13	48.15%	0	0.00%	14	51.85%
KING'S CROSS AVENUE	8	46.67%	0	0.00%	7	53.33%
KING'S CROSS ROAD	2	15.38%	5	38.46%	6	46.15%
KING'S CROSS TERRACE	5	45.45%	0	0.00%	6	54.55%
KING'S GATE	5	10.87%	0	0.00%	41	89.13%
NORTHBURN AVENUE/LANE	13	48.15%	1	3.70%	13	48.15%
ORD STREET	14	45.16%	2	6.45%	15	48.39%
QUEEN'S AVENUE	2	7.69%	1	3.85%	23	88.46%
QUEEN'S ROAD	18	12.95%	6	4.32%	115	82.73%
ROSEWELL DRIVE	5	38.46%	0	0.00%	8	61.54%
ROSEWELL PLACE	7	25.00%	0	0.00%	21	75.00%
ROSEWELL TERRACE	4	20.00%	0	0.00%	16	80.00%
RUBISLAW PARK CRESCENT	12	25.53%	0	0.00%	35	74.47%
RUBISLAW PARK ROAD	8	25.00%	1	3.13%	23	71.88%
SPRINGFIELD AVENUE/LANE	18	39.13%	5	10.87%	23	50.00%
SPRINGFIELD ROAD	11	29.73%	1	2.70%	25	67.57%
SUMMERHILL ROAD	1	11.11%	0	0.00%	8	88.89%
VIEWFIELD ROAD	2	13.33%	0	0.00%	13	86.67%
WESTHOLME AVENUE	20	46.51%	1	2.33%	22	51.16%
WESTHOLME CRESCENT NORTH	2	25.00%	0	0.00%	6	75.00%
WESTHOLME CRESCENT SOUTH	7	87.50%	0	0.00%	1	12.50%
WESTHOLME TERRACE	3	23.08%	0	0.00%	10	76.92%
NO ADDRESS	6	60.00%	3	30.00%	1	10.00%
Grand Total	228	27.92%	47	5.78%	538	66.30%

Table 5.1 - Response to the question: "Do you consider there to be a need for parking controls restricting non-residents from parking on your street?" (HoR consultation area)

Table 5.1 illustrates that only 6% of the households surveyed consider there to be a need to introduce parking measures in the area surrounding the Hill of Rubislaw complex. Only one of the streets, King's Cross Avenue, had a higher number of households responding in favour of some form of controlled parking than the number households who saw no requirement for there to be a need for parking controls from restricted non-residents from parking on their street.

The highest response rate for a single street came from Westholme Crescent South, with all 7 respondents from this street answering against the introduction of controlled parking measures. The second highest response rate came from Angusfield Avenue, which is unsurprising given that this has been consistently identified as the street most acutely affected by non-residential parking. However, there were still more households that expressed that there was no requirement for controlled parking on this street, albeit this was a small majority with 17 in favour and 24 against.

34 respondents from within this area have stated that the issues caused by commuter parking have not been as substantial since the recent downturn in the oil and gas industry, resulting in fewer employees and contractors commuting to the Hill of Rubislaw office complex, although 3 of these respondents would still like to see controlled parking measures introduced, should the parking issues worsen if employment at the Hill of Rubislaw development was to increase to previous levels.

Residents were also asked which of the proposed schemes they would like to see progressed, or indeed if they felt there is currently no requirement for either of these schemes to be implemented. The responses to this question are presented in Table 5.2:

STREET	Which of the schemes outlined in this consultation package would you like to see progressed?							
	NEITHER		ONE		TWO		NO RESPONSE	
	Count	%	Count	%	Count	%	Count	%
ANDERSON DRIVE	2	5.71%	0	0.00%	3	8.57%	30	85.71%
ANGUSFIELD AVENUE	14	18.92%	12	16.22%	13	17.57%	35	47.30%
BALFRON PLACE	0	0.00%	0	0.00%	1	10.00%	9	90.00%
KEPPLESTONE AVENUE	4	13.33%	3	10.00%	2	6.67%	21	70.00%
KEPPLESTONE GARDENS	6	22.22%	2	7.41%	0	0.00%	19	70.37%
KING'S CROSS AVENUE	6	33.33%	2	13.33%	0	0.00%	7	53.33%
KING'S CROSS ROAD	1	7.69%	3	23.08%	3	23.08%	6	46.15%
KING'S CROSS TERRACE	2	18.18%	1	9.09%	1	9.09%	7	63.64%
KING'S GATE	2	4.35%	1	2.17%	0	0.00%	43	93.48%

NORTHBURN AVENUE/LANE	7	25.93%	1	3.70%	4	14.81%	15	55.56%
ORD STREET	6	19.35%	0	0.00%	7	22.58%	18	58.06%
QUEEN'S AVENUE	1	3.85%	1	3.85%	1	3.85%	23	88.46%
QUEEN'S ROAD	3	2.16%	10	6.47%	8	5.76%	118	85.61%
ROSEWELL DRIVE	2	15.38%	0	0.00%	1	7.69%	10	76.92%
ROSEWELL PLACE	2	7.14%	0	0.00%	1	3.57%	25	89.29%
ROSEWELL TERRACE	1	5.00%	0	0.00%	1	5.00%	18	90.00%
RUBISLAW PARK CRESCENT	6	12.77%	0	0.00%	2	4.26%	39	82.98%
RUBISLAW PARK ROAD	3	9.38%	1	3.13%	1	0.00%	27	87.50%
SPRINGFIELD AVENUE/LANE	13	26.67%	2	4.44%	8	17.78%	23	51.11%
SPRINGFIELD ROAD	3	8.11%	4	10.81%	1	2.70%	29	78.38%
SUMMERHILL ROAD	0	0.00%	0	0.00%	0	0.00%	9	100.00%
VIEWFIELD ROAD	2	10.53%	0	0.00%	0	0.00%	13	89.47%
WESTHOLME AVENUE	10	23.26%	2	4.65%	7	16.28%	24	55.81%
WESTHOLME CRESCENT NORTH	1	12.50%	0	0.00%	1	12.50%	6	75.00%
WESTHOLME CRESCENT SOUTH	5	62.50%	1	12.50%	0	0.00%	2	25.00%
WESTHOLME TERRACE	2	15.38%	0	0.00%	1	7.69%	10	76.92%
NO ADDRESS	4	40.00%	2	20.00%	0	0.00%	4	40.00%
Grand Total	108	12.99%	48	5.76%	67	8.09%	590	73.16%

Table 5.2 - Response to the question: "Which of the schemes outlined in this consultation package would you like to see progressed?" (HoR consultation area)

**Shaded rows indicate streets to be considered for 'Priority Parking' under Option 2*

There was a comparatively lower response rate to this question, with 53 fewer responses when compared with the previous question. Of these 53 respondents, 35 did not consider there was a need to introduce any parking controls and 18 felt there was (based on their response to the previous question). It is critical to consider these figures when interpreting the responses to this question. The lower response rate to this question may be due to the amount of information provided, with respect to the various different too time consuming to fully consider. Furthermore, those who expressed that they were currently against the introduction of any form of permit parking, i.e. the majority of those who did not provide a response, may not have felt the need to reiterate this opinion.

With regards to the responses received, the largest proportion (13% of households surveyed) did not want to see either of the proposals progressed, 6% expressed a preference for a Controlled Parking Zone with Priority Parking on the zone's peripheral streets (Option 1) to be

taken forward and 8% of households surveyed favoured a Priority Parking scheme on the streets most impacted by overspill parking. It should be noted that a number of responses received in support of Option 2 came from out with the area being considered for this scheme. This is likely due to residents that do not want to see parking controls implemented on their own street deeming that opting for this scheme means that a full CPZ, covering a wider area, is less likely to be progressed.

With respect to the street-by-street responses, only Queen's Road conveyed an overall preference for the introduction of a full CPZ, in terms of the responses received. Similarly, Ord Street and Balfron Place were the only streets to express an overall preference for 'Priority Parking'. King's Cross Road responded 50/50 in terms of respondents' preferences for the proposed two schemes. The largest proportional response on all other streets surveyed, in terms of responses received, was for neither scheme to be progressed.

5.3 Zone X Extension Consultation Area - Results

The tables provided below illustrates the street-by-street responses to the question within the survey that officers consider to be the most pertinent with regards to making a decision on whether or not to progress with an extension to the Zone X CPZ.

STREET	Would you like to see Option 3 progressed?					
	NO		YES		NO RESPONSE	
	Count	%	Count	%	Count	%
CARNEGIE CRESCENT	8	27.59%	4	13.79%	17	58.62%
CARNEGIE GARDENS	0	0.00%	1	11.11%	8	88.89%
MORAY PLACE	3	30.00%	2	20.00%	5	50.00%
MORNINGFIELD ROAD	3	5.36%	27	48.21%	26	46.43%
ANDERSON DRIVE	0	0.00%	0	0.00%	4	100%
Grand Total	14	12.96%	34	31.48%	60	55.56%

**Table 5.3 - Response to the question: "Would you like to see Option 3 progressed?"
(Zone X consultation area)**

As evident from the results displayed in Table 5.3, there is fairly significant support for these streets to be included within the Zone X CPZ, particularly on Morningfield Road where there was a response rate of over 50%, with 27 households in support of the proposal and just 3 of the households surveyed opposed to the extension of Zone X. The support for the scheme lessens on the streets further away from the existing boundary of Zone X, however if controlled parking measures were introduced on only Morningfield Road, the parking issues currently faced on this street would merely be displaced onto these neighbouring streets.

5.4 Conclusions

The results of the informal consultation, as presented above, indicate that there is, at present, not enough support for the introduction of controlled parking measures in the area surrounding the Hill of

Rubislaw complex to justify commencing the legal process required to implement either proposed scheme, due to the number of formal objections that we would expect to receive. Furthermore, both the parking survey results, and the responses of the informal consultation, imply a correlation between the levels of commuter parking in the area and the buoyancy of the oil and gas industry. Given the uncertainty surrounding employment levels at the Hill of Rubislaw complex, it would be imprudent to progress a scheme that may not be necessary. Officers consider a more judicious option to be to continue to monitor the parking situation in the area surrounding the Hill of Rubislaw complex and undertake further consultation with the residents of this area at a later date.

With regard to the potential extension of the Zone X CPZ, the consultation results show a clear support for the implementation of this proposal from residents of the area, albeit this support is heavily concentrated on Morningfield Road. However if controlled parking measures were introduced on only Morningfield Road, the parking issues currently faced on this street would merely be displaced onto the neighbouring streets to the west. In this respect officers consider there to be sufficient support for the scheme for this proposal to be progressed to the statutory consultation.

6. IMPACT

Improving Customer Experience – The Local Transport Strategy (LTS) aims to minimise single occupancy use of the private car in favour of more sustainable modes of travel. The LTS commits Aberdeen City Council to ‘continue to extend CPZs to areas where residential amenity is affected by commuter parking or where there is public support, recognising that this can further discourage parking of non-priority users’. The LDP defines this as ‘the attributes which create and influence the quality of life of individuals or communities’. The aim of introducing a CPZ extension is to protect on-street residential parking, to discourage commuters from using private vehicles and to reduce the volume of traffic on the distributor roads leading to the proposed extension area and on the residential streets within this area. The implementation of the proposed scheme is considered to adhere to these policies.

Improving Staff Experience – Not Applicable

Improving our use of Resources – Not Applicable

Corporate – The content of the report meets with the Local Community Plan objectives to continually improve road safety and maximize accessibility for pedestrians and all modes of transport. The proposals are in line with the Council’s Transportation Strategy to improve safety for all road users by continuing to reduce the number of casualties in traffic collisions.

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 projects will contribute to the 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.”

This project supports the 5 year Corporate Business Plan which includes an aim of delivering a fully integrated transport network to support movement and economic growth.

Public – There is no Equality and Human Rights Impact Assessment required as this report only recommends these proposals progress to the statutory consultation for the Zone X extension proposal. Accordingly there will be no changes effected as a result of the recommendations being approved by this Committee.

The content of this report will be of interest to the residents/proprietors/businesses within the consultation areas.

7. MANAGEMENT OF RISK

Where the recommendations of this report are not accepted there is the risk that road safety levels and traffic management could be compromised, thereby resulting in on-going public concern, negative media reporting, and reputational damage.

This proposal however could prove contentious and it is therefore possible that it could be subject to negative feedback and/or comments. In this respect, concerned parties would be provided with a thorough rationale as to the necessity of the proposal.

8. BACKGROUND PAPERS

Area Around Hill of Rubislaw - Parking Review - EPI/13/123

<http://committees.aberdeencity.gov.uk/documents/s41562/CHI-14-013%20Area%20Around%20Hill%20of%20Rubislaw%20-%20Parking%20Review.pdf>

Parking Issues around Hill of Rubislaw Office Developments - CHI/14/013

<http://committees.aberdeencity.gov.uk/documents/s41562/CHI-14-013%20Area%20Around%20Hill%20of%20Rubislaw%20-%20Parking%20Review.pdf>

Parking Issues around Hill of Rubislaw Office Developments - Business Case and Preliminary Design - CHI/15/110

<http://committees.aberdeencity.gov.uk/documents/s45284/Parking%20Issues%20Around%20Hill%20of%20Rubislaw%20Office%20Developments%20Business%20Case%20Preliminary%20Design.pdf>

Introduction of a Controlled Parking Zone with Priority Parking in the area around Hill of Rubislaw - Initial Statutory Consultation - CHI/15/286

<http://committees.aberdeencity.gov.uk/documents/s51185/CHI.15.286%20-%20Hill%20of%20Rubislaw%20Initial%20Statutory.pdf>

9. REPORT AUTHOR DETAILS

James Watt
Engineering Assistant
Email: JameWatt@aberdeencity.gov.uk
Tel. 01224 (52)2319

Appendix 1 - Consultation Package

Our Ref. HoR/
Your Ref.
Contact James Watt
Email JameWatt@aberdeencity.gov.uk
Direct Dial (01224) 522319
Direct Fax (01224) 523315



20 April 2016

Resident(s)

Communities, Housing and Infrastructure

Aberdeen City Council
Business Hub 11
Level 2 West
Marischal College
Broad Street
Aberdeen
AB10 1AB

Tel 08456 08 09 10
Minicom 01224 522381
DX 529451, Aberdeen 9
www.aberdeencity.gov.uk

Dear Resident(s)

Informal consultation regarding controlled parking measures in the area surrounding the Hill of Rubislaw complex

Aberdeen City Council has received numerous representations from residents over the last few years in the vicinity of the Hill of Rubislaw complex regarding overspill parking. In particular, residents have reported: being unable to take access/egress from driveways; disabled persons being unable to stop on-street; residents being unable to receive deliveries; and a general deterioration of residential amenity. Council officers have an outstanding remit from the Communities Housing & Infrastructure committee to deliver a detailed design for controlled parking measures in this area, to alleviate these issues.

As you may be aware, previous consultation with residents has been sought on this issue and a preliminary design for Controlled Parking Zone (CPZ) in the area was subsequently produced. This was also based on parking surveys, which gave an indication of the level of commuter parking on each street within the study area. A CPZ is an area wide scheme, which regulates the entire length of street with either yellow line or parking bay restrictions. The restrictions can be used to discourage commuter parking by way of parking charges and allow for residential parking by way of a permit scheme. Given the adverse effects of the overspill parking from the Hill of Rubislaw complex are constrained to a relatively small number of streets, if implemented, the CPZ would most likely move the problem to streets immediately outside the zone. To avoid this, the council have developed a 'buffer zone' solution, termed 'Priority Parking', between the proposed CPZ area and the unrestricted roads beyond.

Unlike a CPZ, where every length of kerb space is regulated, Priority Parking only regulates sections of the road. Under a Priority Parking scheme, a road would be lined with a mixture of residential parking bays and unregulated parking spaces. Only permit holders would be permitted to park in a residential bay, residents or visitors without a permit would require to park in an unregulated bay. The number of residents wishing to participate in the Priority Parking scheme would determine the length of kerb-space designated for residential parking.

PETE LEONARD
DIRECTOR



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Please see the enclosed leaflet for further details on how a Priority Parking Scheme would operate. Also enclosed is a plan (titled 'Option 1') indicating the detailed design for the full CPZ with peripheral Priority Parking zones.

During the detailed design phase of this scheme, further parking surveys were conducted to determine if the current levels of overspill parking reflected those recorded for the preliminary design of this scheme. Officers found a significant reduction in commuter parking on residential streets surrounding the Hill of Rubislaw complex, most likely due to the recent downturn the North Sea oil industry is suffering from. Officers have therefore developed an alternative scheme that would see Priority Parking introduced on only those streets affected by the current level of commuter parking. (titled 'Option 2')

Officers have also been asked to consider the current commuter parking issues on the streets to the east of Anderson Drive.(titled 'Option 3') This proposal is for a traditional CPZ and would be incorporated as an extension to the existing CPZ Zone X.

Prior to formally promoting any of these options through the formal public consultation stage of the legislative process, we would like to hear from you.

We are looking to understand whether Hill of Rubislaw residents want a CPZ with Priority Parking scheme (Option 1) to be taken forward, if you consider the alternative option of a Priority Parking scheme on the streets most impacted by overspill parking (Option 2) to be preferable, or indeed if you feel there is currently no requirement for either of these schemes to be progressed.

We also wish to understand whether residents of Carnegie Crescent, Moray Place and Morningfield Road would support the proposed extension to the existing Zone X (CPZ), incorporating the streets to the east of Anderson Drive (Option 3).

To let us know your views, please complete the response form enclosed and return to the Council via the pre-paid envelope provided. Responses are sought by Friday 20 May 2016.

We would also like to invite you to attend one of the informal consultation workshops that officers from the Traffic Management team will be offering. These will be drop-in sessions that will allow residents to speak with officers and discuss the options in more detail, ask questions about aspects of the scheme they feel have not been addressed, and view larger scale plans for each option. These workshops will be conducted at Airyhall Library, Springfield Road, Aberdeen at the following times:

- Tuesday 10 May 2016, 13:00 to 16:00 hours.
- Tuesday 10 May 2016, 17:00 to 21:00 hours.
- Wednesday 11 May 2016, 17:00 to 21:00 hours.

If any of these dates are not suitable and you wish to discuss the options further then please contact me on 01224 522319

Yours sincerely,

James Watt

Engineering Assistant
Traffic Management and Road Safety

Informal consultation regarding controlled parking measures in the area surrounding the Hill of Rubislaw complex

RESPONSE FORM (1 PER HOUSEHOLD)

Do you currently have difficulty parking near to your home?	YES	NO

Do you consider there to be a commuter parking problem on your street?	YES	NO

Do you consider there to be a need for parking controls restricting non-residents parking on your street?	YES	NO

Do you consider there to be other parking problems on your street (please state)?	
---	--

HILL OF RUBISLAW RESIDENTS

Which of the schemes outlined in this consultation package would you like to see progressed?	OPTION 1	OPTION 2	NEITHER

Should Priority Parking be introduced on your street, would you want to sign-up to the scheme?	YES	NO

Should Priority Parking be introduced on your street, how many permits would you require?	NONE	ONE	TWO (max)

CARNEGIE CRESCENT/ MORAY PLACE/ MORNINGFIELD ROAD RESIDENTS

Would you like to see Option 3 progressed?	YES	NO

Priority Parking Permits

Qualifying Residents would be entitled to a maximum of two permits per household. Households are entitled to a maximum of two permits (if applying for only one, this can be either fixed or flexible. If applying for two, either at the same time or while one permit is already valid, one permit must be fixed, i.e. vehicle specific)

As this scheme has not previously been implemented in Aberdeen, the cost per permit has not yet been set by committee however officers would be recommending that priority parking permits are lower than within a traditional CPZ.

Currently parking permits within the City are £50 for the first permit / 12 month period and £120 for the second permit / 12 month period.

Please provide any general comments in the space below.
COMMENT:

Please provide the following details:	
Name	
Address	
Postcode	
Signed	

The information provided by you upon this form is recorded manually and on computer, stored securely and processed for the purpose of determining public opinion in relation to the implementation of controlled parking measures in the area around the Hill of Rubislaw complex and helping to inform the design of these measures.

Aberdeen City Council (ACC) will process your personal information (in this case your name and address) fairly and lawfully and in accordance with the principles of the Data Protection Act 1998. In order to comply with legal obligations, including the Freedom of Information (Scotland) Act 2002, ACC may require to make copies of this form available to the public. In that event your address will be removed prior to disclosure of the form.

Aberdeen City Council

PRIORITY PARKING FACTSHEET



General Overview of Priority Parking

Priority Parking is a part-time permit scheme, in which:

- controls will operate for a short period each day Monday to Friday;
- permit places are limited in number, but will generally meet the residential demand for parking in each street during the working day;
- the remainder of the area will remain uncontrolled;
- there are permit parking places only, limited to use by:
 - Resident Permit Holders from within the defined Priority Parking zone
 - Trades Permit Holders
- there is no option to pay-and-display;
- there may be some provision provided for limited waiting, for example in the vicinity of local shops etc.
- a resident (or visitor) with a Blue Badge will be able to park their vehicle, without requiring a permit/ in the 'Residents Only' parking bays providing their Blue Badge is displayed in their windscreen and is current.

The proposed levels of parking provided:

- should normally exceed observed levels of daytime residential demand;
- will be located in proximity to those properties without off-street parking;
- will be located in order to minimise the need for additional street furniture;
- could be adjusted, by legal process, to take account of changing demand.

Reasons for introducing Priority Parking

The proposal has been designed to:

- prevent all-day commuter parking and long-term non-residential parking from taking place within areas set aside as permit holder parking;
- protect parking opportunities for Resident Permit Holders;
- make it easier for residents to park near their homes;

- provide improved parking opportunities, when compared with areas subject to full controls (CPZ), for:
 - Visitors (to residents and businesses);
 - Non-Trades Permit Holder tradesmen, delivery vehicles etc.
- create a buffer between areas subject to full controls (CPZ) and uncontrolled areas;
- reduce the potential for migration of problems into other areas;
- reduce the initial implementation costs when compared to full CPZ control;
- require significantly less enforcement than full CPZ, thereby reducing the ongoing costs of managing parking in areas subject to this form of control;
- reduce the potential impact on the amenity of the area by minimising street furniture and negating the need for ticket machines related to pay-and-display;

Priority Parking Permits

Qualifying Residents would be entitled to a maximum of two permits per household. Households are entitled to a maximum of two permits (if applying for only one, this can be either fixed or flexible. If applying for two, either at the same time or while one permit is already valid, one permit must be fixed, i.e. vehicle specific)

As this scheme has not previously been implemented in Aberdeen, the cost per permit has not yet been set by committee however officers would be recommending that priority parking permits are lower than within a traditional CPZ.

Currently parking permits within the City are £50 for the first permit / 12 month period and £120 for the second permit / 12 month period.

PRIORITY PARKING – How does it work?

Priority Parking gives residents the flexibility to choose whether or not they wish to obtain a Residents Parking Permit. A street will be separated into sections of Resident Permit Only and Non-Regulated Parking Bays. Residents who chose to obtain a permit would be able to park in either a Resident Permit Only or Non-Regulated Parking Bay. Residents who chose not to obtain a permit would only be permitted to park within a Non-Regulated Parking bay.

The primary role of Priority Parking is to give priority to residents, whilst permitting visitors and some commuter parking within designated areas. Therefore, it is envisaged that the Priority Parking Restrictions would operate during the day, typically when there is a demand for parking from both residents and commuters.

How the scheme may work in practice is summarised below.

Situation A – Quiet Daytime Period

Resident E with an appropriate permit can choose to park in either the Resident Permit Only or Non Regulated Bay. But is likely to park outside their house.

Resident D with no permit can only park in a Non Regulated Bay. Which is OK as there are plenty of spaces available.

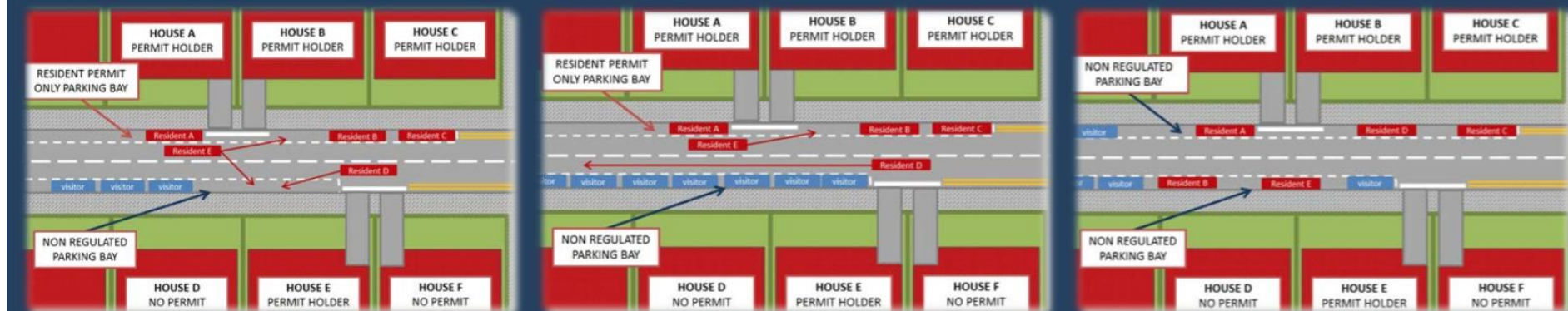
Situation B – Busy Daytime Period

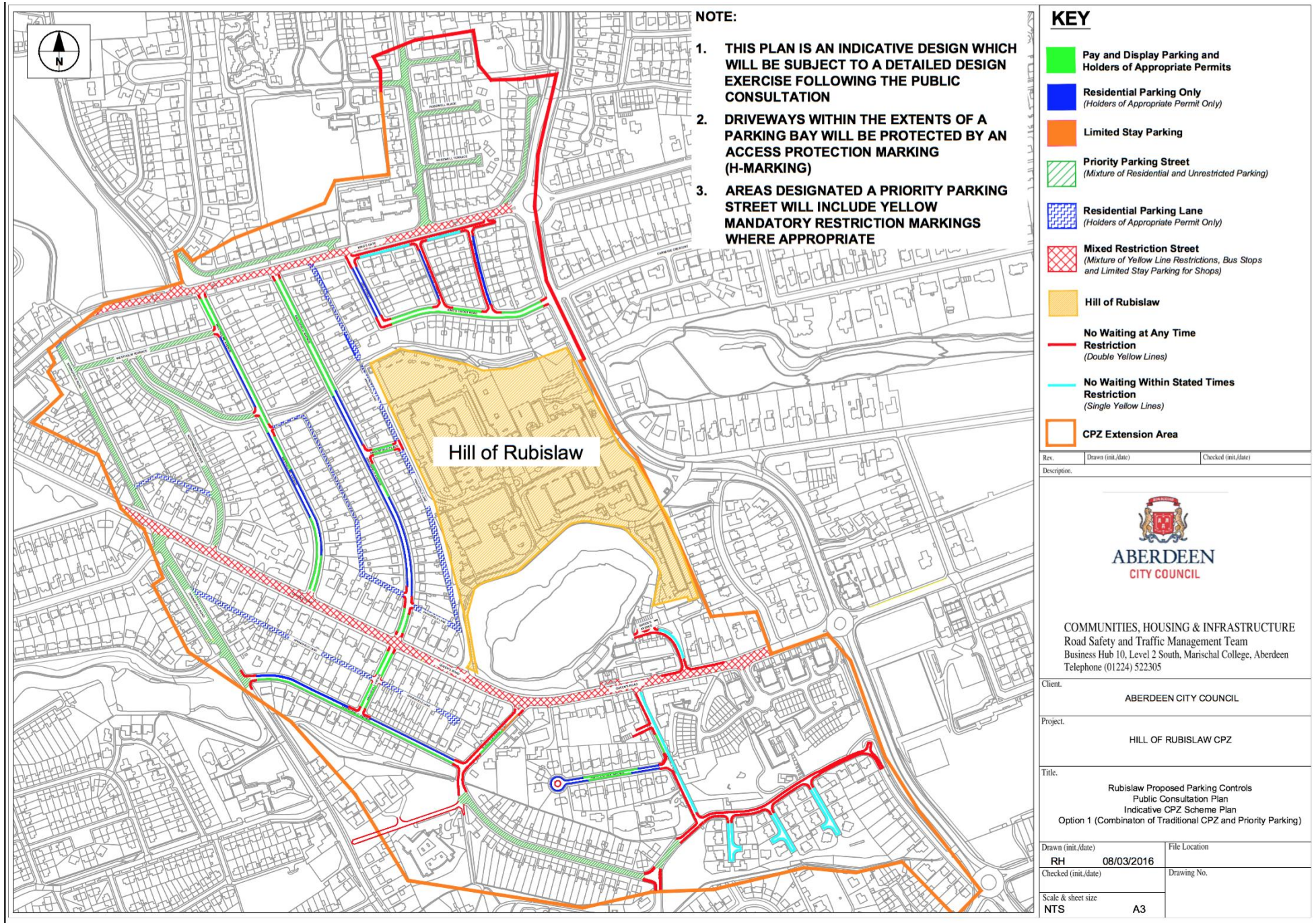
Resident E with an appropriate permit can choose to park in the Resident Permit Only when the Non Regulated Bays are full.

Resident D with no permit cannot park in the Resident Permit Only Bay, even if there is space. Resident D will need to find alternative parking if the Non Regulated Bays are full.

Situation C – Non Operational Hours

During times when the scheme is not operational, typically an evening, visitors and residents can park in any bay.






Priority Parking Street
(Mixture of Residential and Unrestricted Parking)

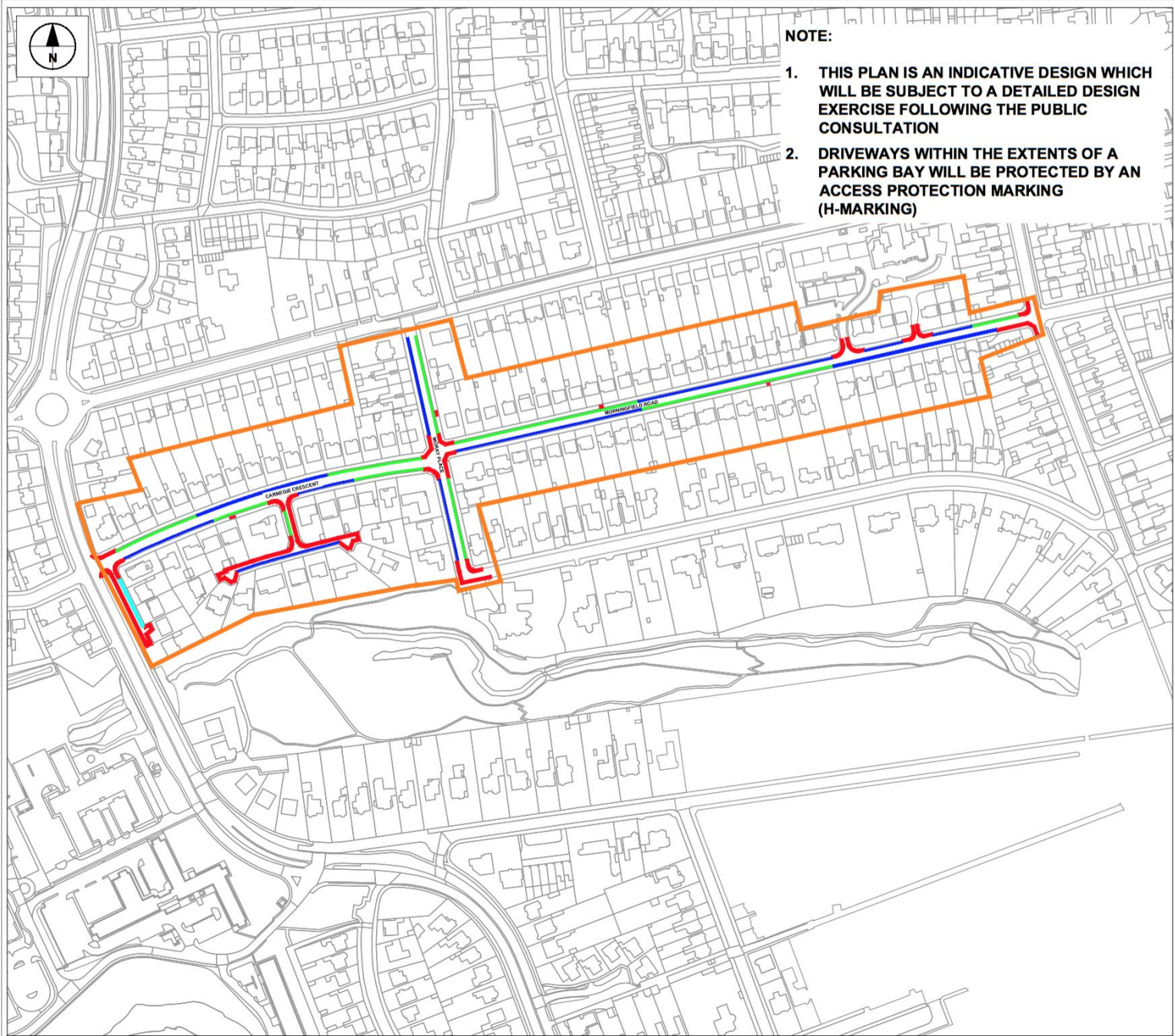
Mixed Restriction Street
(Mixture of Yellow Line Restrictions, Bus Stops and Limited Stay Parking for Shops)

Residential Parking Only Lane

Hill of Rubislaw

General Scheme Extends

Rev.	Drawn (init./date)	Checked (init./date)
Description.		
 <p>ABERDEEN CITY COUNCIL</p> <p>COMMUNITIES, HOUSING & INFRASTRUCTURE Road Safety and Traffic Management Team Business Hub 10, Level 2 South, Marischal College, Aberdeen Telephone (01224) 522305</p>		
Client.		
ABERDEEN CITY COUNCIL		
Project.		
HILL OF RUBISLAW PARKING MANAGEMENT		
Title.		
<p>Rubislaw Proposed Parking Controls Public Consultation Plan Indicative Scheme Plan Option 2 (Priority Parking)</p>		
Drawn (init./date)	File Location	
RH 24/03/2016		
Checked (init./date)	Drawing No.	
Scale & sheet size		
NTS A3		



NOTE:

1. THIS PLAN IS AN INDICATIVE DESIGN WHICH WILL BE SUBJECT TO A DETAILED DESIGN EXERCISE FOLLOWING THE PUBLIC CONSULTATION
2. DRIVEWAYS WITHIN THE EXTENTS OF A PARKING BAY WILL BE PROTECTED BY AN ACCESS PROTECTION MARKING (H-MARKING)

KEY

- Pay and Display Parking and Holders of Appropriate Permits
- Residential Parking Only (Holders of Appropriate Permit Only)
- No Waiting at Any Time Restriction (Double Yellow Lines)
- No Waiting Within Stated Times Restriction (Single Yellow Lines)
- ZONE X Extension Area
- Indicative Location for Parking Ticket Machine (Plus Pay By Phone)

Rev.	Drawn (init./date)	Checked (init./date)
Description.		
 ABERDEEN CITY COUNCIL		
COMMUNITIES, HOUSING & INFRASTRUCTURE Road Safety and Traffic Management Team Business Hub 10, Level 2 South, Marischal College, Aberdeen Telephone (01224) 522305		
Client.	ABERDEEN CITY COUNCIL	
Project.	ZONE X EXTENSION PARKING MANAGEMENT	
Title.	ZONE X Proposed Extension Public Consultation Plan Indicative Scheme Plan Option 3 (Zone X Extension)	
Drawn (init./date)	08/03/2016	File Location
Checked (init./date)		Drawing No.
Scale & sheet size	NTS	A3

ABERDEEN CITY COUNCIL

COMMITTEE	Communities Housing and Infrastructure
DATE	25 August 2016
DIRECTOR	Pete Leonard
TITLE OF REPORT	Donmouth Emergency Works
REPORT NUMBER	CHI/16/141
CHECKLIST COMPLETED	Yes

1. PURPOSE OF REPORT

To request retrospective approval for exemption to standing orders, necessary to allow officers to award a contract for emergency embankment repair works at Donmouth Road.

2. RECOMMENDATION(S)

That the Committee approve the above request.

3. FINANCIAL IMPLICATIONS

The cost of the works was £81k less than the estimated cost of £100k and will be funded from existing budgets.

4. OTHER IMPLICATIONS

None

5. BACKGROUND/MAIN ISSUES

A landslip at Donmouth had endangered the public road and utilities within the road. The slip was likely to worsen particularly at times of heavy rainfall and early intervention was necessary to preserve the integrity of the road and limit the cost of repairs. The works have been completed and embankment stabilised.

6. IMPACT

Completion of the repairs has allowed the continued use of Donmouth Road.

Improving Customer Experience –

A successful response to the situation has been welcomed by the community.

Improving Staff Experience –

N/A

Improving our use of Resources –

N/A

Corporate -

N/A

Public –

The repair has been welcomed by the local community.

7. MANAGEMENT OF RISK

An early response has reduced the risk of progressive failure of the embankment and preserved the integrity of Donmouth Road.

8. BACKGROUND PAPERS

None

9. REPORT AUTHOR DETAILS

Alan Robertson

Structures Flooding and Coastal Engineering Manager

alanr@aberdeencity.gov.uk

01224 522384

Exempt information as described in paragraph(s) 10 of Schedule 7A of the Local Government (Scotland) Act 1973.

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Exempt information as described in paragraph(s) 8 of Schedule 7A of the Local Government (Scotland) Act 1973.

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