

# Public Document Pack



To: Councillor Lumsden, Convener; Councillor Grant, Vice Convener; and Councillors Boulton, Donnelly, Flynn, Laing, Catriona Mackenzie, Nicoll and Yuill.

Town House,  
ABERDEEN 29 May 2019

## **CITY GROWTH AND RESOURCES COMMITTEE**

The Members of the **CITY GROWTH AND RESOURCES COMMITTEE** are requested to meet in **Committee Room 2 - Town House** on **THURSDAY, 6 JUNE 2019** at **2.00 pm**.

FRASER BELL  
CHIEF OFFICER - GOVERNANCE

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## **CITY GROWTH AND PLACE**

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EHRIA's related to reports on this agenda can be viewed at  
[Equality and Human Rights Impact Assessments](#)

To access the Service Updates for this Committee please use the following link:  
<https://committees.aberdeencity.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13450&path=0>

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Should you require any further information about this agenda, please contact Mark Masson, email [mmasson@aberdeencity.gov.uk](mailto:mmasson@aberdeencity.gov.uk), or telephone 01224 522989

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## DECLARATIONS OF INTEREST

You must consider at the earliest stage possible whether you have an interest to declare in relation to any matter which is to be considered. You should consider whether reports for meetings raise any issue of declaration of interest. Your declaration of interest must be made under the standing item on the agenda, however if you do identify the need for a declaration of interest only when a particular matter is being discussed then you must declare the interest as soon as you realise it is necessary. The following wording may be helpful for you in making your declaration.

I declare an interest in item (x) for the following reasons .....

*For example, I know the applicant / I am a member of the Board of X / I am employed by...* and I will therefore withdraw from the meeting room during any discussion and voting on that item.

### **OR**

I have considered whether I require to declare an interest in item (x) for the following reasons ..... however, having applied the objective test, I consider that my interest is so remote / insignificant that it does not require me to remove myself from consideration of the item.

### **OR**

I declare an interest in item (x) for the following reasons ..... however I consider that a specific exclusion applies as my interest is as a member of xxxx, which is

- (a) a devolved public body as defined in Schedule 3 to the Act;
- (b) a public body established by enactment or in pursuance of statutory powers or by the authority of statute or a statutory scheme;
- (c) a body with whom there is in force an agreement which has been made in pursuance of Section 19 of the Enterprise and New Towns (Scotland) Act 1990 by Scottish Enterprise or Highlands and Islands Enterprise for the discharge by that body of any of the functions of Scottish Enterprise or, as the case may be, Highlands and Islands Enterprise; or
- (d) a body being a company:-
  - i. established wholly or mainly for the purpose of providing services to the Councillor's local authority; and
  - ii. which has entered into a contractual arrangement with that local authority for the supply of goods and/or services to that local authority.

### **OR**

I declare an interest in item (x) for the following reasons.....and although the body is covered by a specific exclusion, the matter before the Committee is one that is quasi-judicial / regulatory in nature where the body I am a member of:

- is applying for a licence, a consent or an approval
- is making an objection or representation
- has a material interest concerning a licence consent or approval
- is the subject of a statutory order of a regulatory nature made or proposed to be made by the local authority.... and I will therefore withdraw from the meeting room during any discussion and voting on that item.

## CITY GROWTH AND RESOURCES COMMITTEE

ABERDEEN, 25 April 2019. Minute of Meeting of the CITY GROWTH AND RESOURCES COMMITTEE. Present:- Councillor Lumsden, Convener; Councillor Grant, Vice-Convener; and Councillors Boulton, Flynn, Laing, Avril MacKenzie (as substitute for Councillor Donnelly), Catriona Mackenzie, Nicoll and Yuill.

The agenda and reports associated with this minute can be found [here](#)

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 13.1 (Roads and Transport Related Budget Programme 2019/20 - Exempt Appendix), 13.2 (Workplans and Business Cases - Capital) and 13.3 (Disposal of the Former Cordyce School Site) with the press and public excluded.

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

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting from item 13.1 of the agenda (article 17 of this minute) so as to avoid disclosure of information of the classes described in the following paragraphs of Schedule 7(A) to the Act:- article 17 (paragraph 10), article 18 (paragraph 8) and article 19 (paragraphs 6 and 9).

### DECLARATIONS OF INTEREST

2. Members were requested to intimate any declarations of interest in respect of the items on today's agenda, thereafter the following was intimated:-

- (1) Councillor Nicoll declared an interest in item 11.7 (External Funding for Transportation Projects) by virtue of him being a Council appointed member of Nestrans Board. He considered the nature of his interest did not require him to leave the meeting and therefore chose to remain in the meeting for consideration of the item; and
- (2) The Vice Convener and Councillor Yuill declared an interest in item 11.7 (External Funding for Transportation Projects) by virtue of them being Council appointed substitute members of Nestrans Board. They considered the nature of their interest did not require them to leave the meeting and therefore chose to remain in the meeting for consideration of the item.

## CITY GROWTH AND RESOURCES COMMITTEE

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### MINUTE OF PREVIOUS MEETING OF 7 FEBRUARY 2019 - FOR APPROVAL

3. The Committee had before it the minute of its previous meeting of 7 February 2019, for approval.

**The Committee resolved:-**

- (i) that in relation to article 9 (World Energy Cities Partnership AGM, Presidency and Travel) of the minute, that officers re-issue a service update to provide the tangible economic benefits for the city in relation to the WECP presidency;
- (ii) that in relation to article 11 (Strategic Buy Back Policy) of the minute, that officers provide additional context in relation to “this figure does not include the costs incurred providing a valuation, legal fees and other miscellaneous costs” at section 4.1 (bullet point) of the report; and
- (iii) to approve the minute as a correct record.

### COMMITTEE PLANNER

4. The Committee had before it the Committee Business Planner as prepared by the Chief Officer – Governance.

**The Committee resolved:-**

- (i) to remove item 9 (Consultative Draft Sustainable Urban Mobility Plan (SUMP), item 71 (Unit 24 Howemoss Drive, Kirkhill Industrial Estate Dyce) and item 73 (87-93 Union Street and 1-6 Market Street) from the planner in terms of the explanation provided by officers within the planner;
- (ii) to transfer item 14 (Christmas Village 2018 Feedback and Proposals for 2019) to the Strategic Commissioning Committee planner in terms of the explanation provided by officers within the planner;
- (iii) to note the reasons for the reporting delays in relation to item 5 (Annual Committee Effectiveness Report), item 7 (Aberdeen Cross City Transport Connections STAG Part 2 Study), item 8 (Granite City Growing – Aberdeen Growing Food Together), item 10 (Bridge of Dee West – Walking/Cycling Improvements), item 11 (External Funding Plan), item 13 (Roads Hierarchy) and item 17 (Schoolhill Public Realm Enhancement and Living Wall);
- (iv) that in relation to item 7 (Aberdeen Cross City Transport Connections STAG Part 2 Study), to note that a report would be submitted to the next meeting of the Committee; and
- (v) that in relation to item 5 (Annual Committee Effectiveness Report), to note that following the submission of all Annual Committee Effectiveness reports for consideration to Council in June, that officers would review the process and make any necessary improvements going forward.

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### COMMUNITY ASSET TRANSFER REVIEW SUB COMMITTEE - GOV/19/231

5. The Committee had before it a report by the Chief Officer – Governance, which sought approval for the re-establishment of the Community Asset Transfer Review Sub Committee.

**The report recommended:-**

that the Committee -

- (a) approve the re-establishment of the Community Asset Transfer Review Sub Committee; and
- (b) appoint five Members (1 per Group) and five substitute Members to the Sub Committee, where none of the substantive or substitute Members have been involved in the decision-making in respect of any Community Asset Transfers considered by the City Growth and Resources Committee.

**The Committee resolved:-**

to approve the recommendations.

### COUNCIL FINANCIAL PERFORMANCE, QUARTER 4, 2018/19 - RES/19/014

6. With reference to article 6 of the minute of the previous meeting of 25 April 2019, the Committee had before it a report by the Director of Resources which provided information on the financial position of the Council against budget for the financial year 2018/19 including (1) General Fund and Housing Revenue Account (HRA) revenue and capital accounts; and (2) Common Good Revenue Account and Balance Sheet.

**The report recommended:-**

that the Committee -

- (a) note the unaudited final outturn position for financial year 2018/19 as detailed in Appendix 1;
- (b) note that the General Fund deficit for the year will be funded by the uncommitted working balance;
- (c) note that the Housing Revenue Account and Common Good surpluses for the year increase their working balances;
- (d) note that the Housing Revenue Account has acquired sites from the General Fund as approved by Council;
- (e) approve the various transfers for 2018/19, between Council Reserves and Earmarked sums for the General Fund, Housing Revenue Account, Common Good and Statutory Funds as at 31 March 2019, as detailed in Appendix 1;
- (f) approve the updated Loans Fund Repayment Policy as described as 'Proposed Policy 2018/19' in Appendix 2;

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- (g) approve the reprofiling of the 2019/20 – 2023/24 capital programmes to take account of the year end position and that the outcome of this is incorporated into the 2019/20 Quarter 1 reporting;
- (h) note that the unaudited Annual Accounts for 2018/19 will be presented to the Audit, Risk & Scrutiny Committee, along with the Annual Governance Statement and Remuneration Report, at its meeting on 30 April 2019; and
- (i) approve cost control measures continue to be in place to support the delivery of the 2019/20 budget given the continued uncertainty around reaching agreement on the teachers' pay award, with effect from 1 April 2018.

**The Committee resolved:-**

to approve the recommendations.

### **ALEXANDER OGSTON PLAQUE - PLA/19/208**

7. The Committee had before it a report by the Chief Officer – City Growth, which sought approval for the erection of a plaque to Sir Alexander Ogston, Professor of Surgery at University of Aberdeen at 252 Union Street, Aberdeen.

**The report recommended:-**

that the Committee approve the erection of a plaque to Sir Alexander Ogston, Professor of Surgery at 252 Union Street.

**The Committee resolved:-**

to approve the recommendation.

### **ABERDEEN ADAPTS: CLIMATE ADAPTATION STRATEGY - PLA/19/102**

8. With reference to article 11 of the minute of meeting of 27 November 2018, the Committee had before it a report by the Chief Officer – Strategic Place Planning which sought approval for the draft Aberdeen Adapts document and associated Environmental report to go to public consultation.

**The report recommended:-**

that the Committee –

- (a) approve the proposed Aberdeen Adapts: Climate Adaptation Framework (Appendix 1) and associated Environmental Report (Appendix 2), for an 8 week public consultation;
- (b) agree that Aberdeen City Council delegates authority to the Chief Officer - Strategic Place Planning to progress the development of a cross-sector partnership approach to climate adaptation for the city, aligning with existing relevant partnership arrangements, which will lead to the development of an Implementation Plan to deliver adaptation action;

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- (c) instruct the Chief Officer - Strategic Place Planning, to arrange for public consultation of the proposed Aberdeen Adapts: Climate Adaptation Framework and to report back to City Growth and Resources Committee on 26 November 2019 with:-
- An update on governance proposals for Aberdeen Adapts;
  - The findings of the public consultation; and
  - A final version of Aberdeen Adapts and associated Environmental Report for approval and publication.

**The Committee resolved:-**

to approve the recommendations.

### **ROADS AND TRANSPORT RELATED BUDGET PROGRAMME 2019/20 - OPE/19/217**

9. With reference to article 29 of the minute of meeting of the Communities, Housing and Infrastructure Committee of 24 January 2017, the Committee had before it a report by the Chief Operating Officer which outlined the proposed roads and transportation programme from the approved capital budgets for 2019/20.

**The report recommended:-**

that the Committee –

- (a) approve the schemes listed in the appendices as the detailed proposals for expenditure within budget heading;
- (b) instruct the Chief Officer - Operations and Protective Services to implement the detailed programme;
- (c) instruct the Chief Officer - Operations and Protective Services to undertake or instruct appropriate procedures in accordance with the council's procurement regulations to procure the works referred to in the exempt appendices for the roads capital budget programme for the financial year 2019/20 and award contracts relating thereto;
- (d) instruct the Chief Officer - Operations and Protective Services in consultation with the Chief Officer - Commissioning to award contracts on receipt of a valid tender submission subject to necessary funding in the approved capital budgets;
- (e) approve as estimated expenditure in terms of the procurement regulation 4.1.1, in order for work to commence on the capital programme, the sums shown against each heading of the roads capital budget for the financial year 2019/20 set out in exempt appendices to this report; and
- (f) note that approval of the procurement of these works contracts with estimated expenditure of £250,000 and above is sought within the Procurement Workplans and Business Cases report also presented to this committee.

**The Committee resolved:-**

to approve the recommendations.

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**BUS LANE ENFORCEMENT PROGRAMME UPDATE & FUTURE PLANNING 2019/20  
- PLA/19/226**

**10.** With reference to article 7 of the minute of meeting of the Strategic Commissioning Committee of 30 April 2018, the Committee had before it a report by the Chief Officer – Strategic Place Planning, which (1) provided an update on the status of the current Bus Lane Enforcement (BLE) programme; (2) sought approval for funding to be released for the Traffic Management of Offshore Europe 2019; and (3) requested approval to not seek any further new BLE applications until the programme is completed.

**The report recommended:-**

that the Committee –

- (a) note the progress on the projects funded from the BLE programme up to 2018/19, as detailed in Appendix 1;
- (b) approve the request to treat as high priority and release funding when it becomes available for the temporary traffic management for Offshore Europe 2019 as detailed Appendix 2;
- (c) approve the request to commit BLE funding to Offshore Europe (when in Aberdeen) for the amount of up to £60,000 providing there is available BLE funding; and
- (d) agree not to currently seek any further new applications for the BLE programme and continue with the delivery of the current BLE programme.

**The Committee resolved:-**

to approve the recommendations.

**PERFORMANCE OF JUNCTIONS ASSOCIATED WITH THE AWPR/B-T - RES/19/220**

**11.** With reference to article 32 of the minute of meeting of Council of 15 March 2017, the Committee had before it a report by the Chief Officer – Capital, which provided a robust analysis of the performance of the new AWPR/B-T main junctions which had been undertaken and revealed that there were no significant impacts now that the AWPR/B-T was fully operational.

**The report recommended:-**

that the Committee accept the contents of the analysis and modelling carried out by the AWPR/BT Technical Advisors, with respect to the anticipated operation and performance of the main AWPR/B-T junctions.

**The Committee resolved:-**

- (i) to approve the recommendation; and
- (ii) to agree that a Service Update be circulated to members of the Committee and Local Ward Members in relation to the proposals identified by Transport Scotland to mitigate traffic issues at the Kingswells South junction.



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### **EU EXIT - WORKFORCE IMPLICATIONS - RES/19/167**

**12.** With reference to article 10 of the minute of meeting of Council of 17 December 2018, the Committee had before it a report by the Director of Resources which provided an impact assessment on the Council's workforce in terms of the UK leaving the EU.

**The report recommended:-**

that the Committee note the information provided and the actions in place to manage the impact of EU Exit on the Council's workforce.

*Officers had circulated correspondence to members of the Committee prior to the meeting, which referred to paragraph 3.84 of the report, advising that a paper released by the Home Office outlined the following new information:-*

*"You will not be required to undertake retrospective checks on existing EU employees when the UK transitions to the future skills-based immigration system."*

*In this regard, officers would seek clarity from COSLA on the details and implications of the statement, and would circulate a Service Update to members as soon as it had been made available.*

**The Committee resolved:-**

- (i) to approve the recommendation; and
- (ii) that a Service Update be circulated to members of the Committee regarding EU Exit Workforce implications relating to workforce statistics associated with Bon Accord Care; to seek information about whether the Council could assess the potential applied for status (settled or pre-settled) of Non-UK EU staff; and to include further detail obtained from Exit Interview feedback, providing that any and all of this information was available and would not be considered insensitive to current staff.

### **EXTERNAL FUNDING FOR TRANSPORTATION PROJECTS 2019/20 - PLA/19/225**

**13.** The Committee had before it a report by the Chief Officer – Strategic Place Planning which outlined a number of external funding opportunities that the Council had submitted funding applications for and may soon become available to the Council for transportation projects and, where these were successful, requests Committee approval for the use of match funding for some projects.

**The report recommended:-**

that the Committee –

- (a) note that Aberdeen City Council:-
  - (1) has been successful for funding from Paths for All to deliver projects outlined in the Smarter Choices, Smarter Places 2019/20 Programme (See Appendix 1);

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- (2) is bidding for funding from NESTRANS Revenue Programme 2019/20 to deliver projects outlined in this report (See Appendix 2A);
  - (3) is bidding for funding from NESTRANS Capital 2019/20 funds to deliver projects outlined in this report (See Appendix 2B);
  - (4) is bidding to the SUSTRANS Community Links 2019/20 to deliver projects outlined in this report (See Appendix 3);
  - (5) is bidding for Transport Scotland Low Emission Zone (LEZ) Funding (Appendix 4);
  - (6) uses Developer Obligations to construct active travel links to the A96 Corridor (Appendix 5); and
  - (7) has bid for funding, and spent funding from, Transport Scotland for EV Charge Point Warranty & Annual Service Contracts;
- (b) approve using the Civitas PORTIS project works funding as part of the match funding mechanism;
  - (c) approve the cost estimate, proposed funding sources and detailed design for the Craigshaw Drive-Cycle Lanes project;
  - (d) instruct officers to progress all necessary approvals, permissions, licenses, agreements and consents required and implement the projects;
  - (e) note that the procurement of contracts with estimated expenditure of £250,000 and above (Works) and £50,000 and above (Goods or Services) for revenue projects, was reported to, and approved at, the Strategic Commissioning Committee at its meeting on 28th March 2019 and is detailed in the Appendices; and
  - (f) to note that the procurement of contracts with estimated expenditure of £250,000 and above (Works) and £50,000 and above (Goods or Services) for capital projects is included within the procurement business case to this Committee for approval and is detailed in the relevant Appendices.

**The Committee resolved:-**

- (i) to approve the recommendations; and
- (ii) to note that officers were reviewing internal governance aspects of the process.

**ABERDEEN CITY REGION HYDROGEN STRATEGY 2015 - 2025 UPDATE-PLA/19/001**

**14.** With reference to article 21 of the minute of meeting of the Communities, Housing and Infrastructure Committee of 16 January 2018, the Committee had before it a report by the Chief Officer – City Growth which provided information on the delivery of the Aberdeen City Region Hydrogen Strategy 2015-2025 and which recommended a series of actions to ensure that the Council’s investment in hydrogen was capitalised on in order to secure future economic benefits for the city.

**The report recommended:-**

that the Committee –

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- (a) continue to support the delivery of the approved hydrogen projects in line with the Action Plan and note the 2019 delivery plan with associated resourcing requirements;
- (b) instruct the relevant Chief Officers to assign two retrofitted diesel /hydrogen Transit vans to North East Scotland College (NESCOL) as learning vehicles for the development of a NESCOL hydrogen technical training course;
- (c) delegate authority to Head of Commercial and Procurement Services to enter into contract to purchase 5 additional fuel cell buses from the UK joint Hydrogen Fuel Cell Bus contract framework at no additional cost to the council; and
- (d) instruct the relevant Chief Officers to implement the actions identified in the Council policies and plans review which could incorporate the use of hydrogen technologies in delivering our Local Outcome Improvement Plan objectives.

**The Committee resolved:-**

to approve the recommendations.

### TRADE AND EUROPEAN PARTNERSHIPS TRAVEL PLAN 2019/20 - PLA/19/230

15. With reference to article 9 of the minute of the previous meeting of 7 February 2019, the Committee had before it a report by the Chief Officer – City Growth which sought approval for international trade and European partnership priorities for 2019-20 and for associated travel expenditure.

**The report recommended:-**

that the Committee –

- (a) approve the international trade and European partnership travel priorities for 2019-20 (sections 3.7, 3.8 and 3.11.4) provided the cost of such travel does not exceed the budget envelopes set out in this report;
- (b) approve travel to two key World Energy Cities Partnership events (being the Annual General Meeting and the Working Group Meeting) in the financial years 2019/2020, 2020/2021 and 2021/2022 subject to the annual budget setting cycle;
- (c) delegate authority to the Chief Officer - City Growth (as the budget holder) to authorise only necessary and appropriate travel and associated expenditure to fulfil the agreed plans for 2019-20, provided the cost of such travel is reasonable and does not exceed the budget envelopes set out in the report. All travel will be booked in accordance with the Council's policies on travel; and
- (d) instruct the Chief Officer - City Growth to submit an annual service update to the City Growth and Resources Committee on all international travel outlining the economic benefits achieved.

**The Committee resolved:-**

to approve the recommendations.

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**CHANGING PLACES - OPPORTUNITIES WITHIN CONDITION & SUITABILITY PROGRAMME - RES/19/010**

16. With reference to article 18 of the minute of meeting of 18 September 2018, the Committee had before it a report by the Director of Resources which provided information on the potential upgrade to the toilets at Kincorth Community Centre and Rosemount Community Learning Centre to include adult changing facilities that meet 'changing place' standards.

**The report recommended:-**

that the Committee –

- (a) agree that changing place provision at Rosemount Community Learning Centre will be incorporated into the updated Condition & Suitability Programme for approval at the September 2019 meeting of this Committee; and
- (b) agree that changing place provision at Kincorth Community Centre should not be considered further at this time.

**The Committee resolved:-**

- (i) to approve the recommendations; and
- (ii) to instruct the Chief Officer - Corporate Landlord to consider inclusion of changing places facilities when progressing condition and suitability or other changes to the properties within the Aberdeen City Council estate and for the Chief Officer - Strategic Place Planning to promote the inclusion of changing places facilities by partner organisations whenever possible.

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

**ROADS AND TRANSPORT RELATED BUDGET PROGRAMME 2019/20 - EXEMPT APPENDIX**

17. The Committee had before it and exempt appendix relating to the Roads and Transport Related Budget Programme 2019/20 report, referred to article 9 of this minute.

**The Committee resolved:-**

to note the information contained within the exempt appendix.

**WORKPLANS AND BUSINESS CASES - CAPITAL - COM/19/234**

18. With reference to article 6 of the minute of the meeting of the Strategic Commissioning Committee of 28 March 2019, the Committee had before it a report by the

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Chief Operating Officer which (1) presented the procurement workplans where capital expenditure was included for Operations, Place and Resources functions to Committee for review; and (2) sought approval of the total estimated capital expenditure for each proposed contract as contained within the Procurement Business Cases appended to the report.

**The report recommended:-**

that the Committee –

- (a) review the workplans of the Operations, Place and Resources Functions as detailed in the Appendices;
- (b) where a Business Case has been submitted, approve the total estimated capital expenditure for each proposed contract and delegates authority to the Head of Commercial and Procurement Services following consultation with the relevant Chief Officer to procure appropriate works and services, and enter into any contracts relating thereto; and
- (c) note that Business Cases for procurements exercises to be commenced after 25th April 2019 will be submitted on a phased basis to future meetings of the City Growth and Resources Committee.

**The Committee resolved:-**

to approve the recommendations.

### DISPOSAL OF THE FORMER CORDYCE SCHOOL SITE - RES/19/243

19. With reference to article 13 of the minute of meeting of the Education and Children's Services Committee of 25 January 2018, the Committee had before it a report by the Director of Resources which provided details of the outcome of the marketing of the former Cordyce School site, Riverview Drive, Dyce and sought approval for the next course of action.

**The report recommended:-**

that the Committee –

- (a) note the offers received for the site and instruct the Chief Officer – Corporate Landlord to formally reject all current offers; and
- (b) instruct the Chief Officer – Corporate Landlord to remarket the site taking account of the contents of the Local Development Plan main issues report seeking a development partner who will seek to maximise the capital receipt from the site and report back to a future City Growth and Resources Committee.

**The Committee resolved:-**

to approve the recommendations subject to amending wording at recommendation (b) above, replacing the words "to maximise the capital receipt" with "best value".

- **COUNCILLOR DOUGLAS LUMSDEN, Convener.**

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	A	B	C	D	E	F	G	H	I
1	<b>CITY GROWTH AND RESOURCES COMMITTEE BUSINESS PLANNER</b> The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3			<b>06 June 2019</b>						
4	Town Centre Capital Grant Fund	The Council on 5 March 2019 agreed to note the Union of Shop, Distributive and Allied Workers Union "save our shops" campaign and instruct the appropriate officer to bring forward a report to the next appropriate City Growth and Resources Committee on how the Council can best allocate the £1.351 million awarded through the Town Centre Fund in alignment with the aims and aspirations of the City Centre Masterplan		Susan Cameron	City Growth	Place	Purpose 1 and 2		
5	Sustainable Drainage System (SUDS) Section 7	Maintenance of SuDS within the boundaries or curtilage of a private property, such as a residential driveway or a supermarket car park, is the responsibility of the land owner or occupier. The Scottish Environment Protection Agency's (SEPA's) preference is for SuDS constructed outside the boundaries or curtilage of a private property to be adopted by Scottish Water, the local authority or a public body, and as such SEPA seeks a guarantee for the long term maintenance and sustainability of any SuDS implemented.		Alan Robertson	Operations and Protective Services	Operations	Purpose 1	<b>D</b>	Delayed till September meeting. Only 8 out of 32 local authorities have signed up to the MOU with Scottish Water – another 19 are considering their options. So nationally things are less advanced than we thought they would be at this stage. Signing up to the MOU commits ACC to significant costs which would increase annually as SuDS come on stream. The lack of progress at a national level gives us more time to consider our options and in particular how future maintenance of SuDS will be funded.

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2									
6	Aberdeen City Local Housing Strategy 2018 - 2023	City Growth and Resources Committee of 18 September 2018 agreed to instruct Chief Officer - Strategic Place Planning to produce an annual update report on progress for each of the strategic outcomes to allow progress to be monitored and evaluated and to report back to City Growth & Resources Committee in June each year.	A service update was circulated on 28 May 2019	Mel Booth	Strategic Place Planning	Place	Purpose 4 & 5	R	It was proposed that this be circulated as a service update as only progress is being monitored and there are no committee decisions to be taken.
7	Smart City Action Plan	The purpose of this report is to seek approval from the Committee for the implementation of the Smart City Action Plan	Further work is being undertaken on the alignment to the Council's Digital Transformation programme, current Smart Cities projects and the City Region Deal Digital programme. Officers will update the City Region Deal Joint Committee at their meeting in May 2019 and a report will be submitted to CG&R Committee in June 2019.	Wendy Robertson	City Growth	Place	2.2	D	An Aberdeen Smart City Strategy will be submitted to the Committee in September 2019, after which the Action Plan will follow at a subsequent committee
8	Workplans and Business Cases - Capital	To present (If there are any) the procurement workplans for review and to seek approval of the estimated expenditure on the procurement business cases.		Craig Innes/Carol Wright	Commercial and Procurement	Commissioning	Purpose 2		



	A	B	C	D	E	F	G	H	I
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2									
9	Revised Policy for Bookings and Lettings in Education Buildings	To seek committee approval for the implementation of a revised policy for the administration of bookings and lettings within education buildings, to coincide with the introduction of a new online lets booking system.		Andrew Jones	Corporate Landlord	Resources	Purpose 4 and 2.2	D	Work is continuing to develop a new online booking system for the administration of lets in schools and community learning centres, and the proposed new policy will establish revised procedures to support the implementation of the booking system. The report has been deferred to the next committee meeting in September 2019 to allow time for further officer consideration of the content of the draft policy.
10	South College Street - Corridor Improvement - Business Case	CH&I Committee 8/11/17 - The Committee agreed to instruct the interim Head of Planning and Sustainable Development to update the business case, detailed design and cost estimate of the currently approved scheme (Option 1) and report back these details within twelve months.  Transferred form Capital Programme Committee as a result of the changes to the Terms of Reference agreed by Council.	"The Business Case for South College Street has been delayed due to the prioritisation of other schemes.  The Chief Officer – Capital will bring an updated Business Case to the 21 May 2019 Committee."	Alan McKay	Strategic Place Planning	Place	1.1	D	The report has been delayed until the next meeting of the Committee in September 2019 to ensure the report correctly reflect decisions by committee relating to the Roads Hierarchy particularly in relation to the phased delivery of the project.
11	Marywell to A956 Wellington Road	To inform committee of recommendations of Options Appraisal Report and obtain approval to progress with a detailed design of the preferred route. This scheme is 100% external funding from start to finish (i.e. current Options Appraisal Report to proposed 19/20 design and thereafter 20/21 construction).		Kevin Pert	Strategic Place Planning	Place	2.2		





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2									
18	Aberdeen Cross City Connections – STAG Part 2 Appraisal	This report will advise Members of the outcomes of the Scottish Transport Appraisal Guidance (STAG) Part 2 Appraisal that have been submitted by Peter Brett Associates consultants for Aberdeen Cross City Transport Connections.	This was originally due to be reported at the April 2019 meeting, however officers were working with partners to review the outcomes and determine next steps from the consultant's report.	Ken Neil	Strategic Place Planning	Place	2.3		
19	External Funding Plan	To seek approval of the external funding plan; to note the success of the funding team for 17/18 and to note the implications of EU Exit on future funding opportunities	This was due to be reported at the April 2019 meeting, but had been delayed a cycle to ensure that the specific instructions in respect of external funding from the Council Budget can be included within this report.	Susan Cameron	City Growth	Place	Purpose 1	D	EU Exit will impact the funds available to ACC and local organisations. Information on the replacement UK Shared Prosperity Fund is not available yet. This information is required to Plan based on evidence, therefore the paper is delayed as we await the release of that information from UK Government.
20	North East Scotland Roads Hierarchy	Communities, Housing and Infrastructure 29/08/17 - The Committee requested that officers report back with the next level of detail as described in para 3.6 the first half of 2018, and consider the responses to the recent Strategic Car Parking Review as well as the objectives of the new Quality Partnership.	This was due at April 2019 meeting, however it was delayed till June as officers had not received the final report from the consultants and wished to allow sufficient time for Elected Member engagement	Will Hekelaar	Strategic Place Planning	Place	Purpose 5 and 2.2		
21	Sale of Site, Springfield Road	To seek approval for the sale of the site based on the previously agreed terms.		Peter Thatcher	Corporate Landlord	Resources	3.4		
22	Charging Policy for Adult Social Care Services	To seek approval to update the previously approved charging policy for adult social care. The updates cover legislative developments and the re-introduction of Housing Support.		Alison MacLeod	Health and Social Care Partnership	ACH&SCP	Purpose 1		

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2									
23	Invest Aberdeen Annual Report	To update Committee on the work of Invest Aberdeen.		Matt Lockley	City Growth	Place	2.2; 2.3		
24			<b>31 July 2019 (Special)</b>						
25	Council Financial Performance, Quarter 1, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
26			<b>26 September 2019</b>						
27	Following the Public Pound	To present the reviewed following the public pound policy.		Sandra Buthlay	Resources	Finance	1.3.7		
28	Granite City Growing; Aberdeen's Food Growing Strategy	Advise committee of the duty to prepare a food growing strategy under the Community Empowerment (Scotland) Act 2015. Present and seek approval for the draft strategy (Granite City Growing), and associated Environmental Report, to go for public consultation. Update committee on the progress of the community food-growing programme.		Sandy Gustar	Strategic Place Planning	Place	2.2		
29	Developer Obligation Review - Community Asset Plans	Communities, Housing and Infrastructure on 8/11/17 - The Committee instructed the interim Head of Planning and Sustainable Development to prepare Community Asset Plans on a secondary school catchment basis and to return to committee at the next available opportunity to seek approval(s) of these plans.	A service update was circulated on 30 January 2019 and a report will be presented to the Committee in September 2019, thereafter service updates will be provided on a bi-annual basis during the development of community asset plans.	David Dunne	Strategic Place Planning	Place	2.2		

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2									
30	A90 Murcar North Cycleway	To seek approval from members to construct cycleway between A90 Ellon Road (Murcar roundabout) and Blackdog	This was originally due to be reported at the meeting in February 2019. This has been delayed due to confirming land ownership and will be reported in September 2019. This is fully funded by AWPR NMU mitigation monies.	Claire Royce	Operations and Protective Services	Operations	2.2		
31	Workplans and Business Cases - Capital	To present (if there are any) the procurement workplans for review and to seek approval of the estimated expenditure on the procurement business cases.		Craig Innes/Carol Wright	Commercial and Procurement	Commissioning	Purpose 2		
32	Business Case for the refurbishment of Harlaw Road Pavilion	<p>A provisional allocation of funding for the refurbishment of the Harlaw Road Pavilion was approved within the Condition and Suitability Programme by the City Growth and Resources Committee on 18 September 2018. This report is to seek the approval of Capital Programme Committee for the full business case for this project. Procurement regulation 4.1.1.2 also requires that individual works contracts with an estimated value above £250,000 require a business case to the Strategic Commissioning Committee, and that the approval of that Committee is required prior to the procurement being undertaken. The estimated cost of the proposed refurbishment of Harlaw Road Pavilion is above this threshold, and so the business case for this project will also be presented to the Strategic Commissioning Committee for its approval.</p> <p>The Capital Programme Committee on 19/3/19 agreed to note the update provided by the Chief Officer Corporate Landlord and that the item would transfer to the City Growth and Resources Committee and be reported to the first committee cycle after the summer.</p>		Andrew Jones	Corporate Landlord	Resources			

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2									
33	Introduction of a Cycle Hire Scheme	Council on 6/3/18 agreed to note the success of similar projects in UK cities and instructs the Chief Officer – Strategic Place Planning to provide a business case to the Capital Programme Committee around the introduction of a cycle hire scheme which would have the potential to bring a real sea-change to transport in the city.		Gale Beattie	Strategic Place Planning	Place			
34	Condition and Suitability 3 Year Programme.	Council on 5/3/18 agreed to instruct the Chief Officer - Corporate Landlord to incorporate the Northfield Pool Refurbishment and Balnagask Motte projects into the Corporate Condition and Suitability Programme, and present an updated 3 year programme to the September meeting of the relevant Committee		Alastair Reid	Corporate Landlord	Resources			
35	Visit Aberdeenshire - 2020/21 Financial Position	Council on 5 March 2019 agreed to instruct the Chief Officer - City Growth to investigate the feasibility of Visit Aberdeenshire being financially self-sufficient for the financial year 2020/21 and report back to the relevant Committee;		Richard Sweetnam	City Growth	Place			
36	Granite City Growing – Aberdeen Growing Food Together	To advise committee about the requirement to have and implement a Food Growing Strategy under the requirements of the Community Empowerment (Scotland) Act 2015.	This report was due in April, however the draft Food Growing Strategy was being informed/shaped by a number of information sources which were yet to be received as detailed in the Service Update which was circulated in April 2019.	Sandy Gustar	Strategic Place Planning	Place	2.2		
37	Schoolhill Public Realm Enhancement and Living Wall	The Strategic Commissioning Committee on 7/6/18 agreed amongst other things to delegate authority to the Chief Officer – Place to bring forward a comprehensive public realm enhancement design for the wider Schoolhill area as future stages of works and report to appropriate committees.  The Council on 5 March agreed to instruct the Chief Officer - City Growth to determine if any external funding can be secured for Phase 2 Public Realm Works and a Living Wall at Flourmill Lane and to report back to the relevant Committee.	This was originally due to be reported in April, however it was delayed in light of the Council decision on 5 March 2019. A report outlining the outcome of whether external funding can be secured is likely to be presented to the Committee in September 2019.	Stuart Bews/Susan Cameron	City Growth	Place			

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2									
38	Mortuary Provision	The Council on 5 March 2019 agreed to instruct the Director of Resources to bring back a business case outlining the options available to the relevant Committee in respect of a permanent Mortuary provision and take steps to help ensure that any new provision should work towards the facilities being provided in Health Board (NHS) facilities		Steve Whyte		Resources			
39			<b>30 October 2019 (Special)</b>						
40	Council Financial Performance, Quarter 2, 2019/20	To present the Council's financial position for the quarter.		Lesley Fullerton	Finance	Resources	1.2		
41			<b>26 November 2019</b>						
42	Workplans and Business Cases - Capital	To present if there are any) the procurement workplans for review and to seek approval of the estimated expenditure on the procurement business cases.		Craig Innes/Carol Wright	Commercial and Procurement	Commissioning	Purpose 2		
43	Review of School Estate	Council on 6/3/18 agreed to instruct the Chief Officer – Corporate Landlord to bring a review of the School Estate report within the next 9 months to the Education Operational Delivery Committee, thereafter to forward the report to the Capital Programme Committee.  Transferred from the Capital Programme Committee Planner in line with the changes to the Terms of Reference agreed by Council.		Stephen Booth	Corporate Landlord	Resources			
44	Community Transfer - Leased Community Centres	Council on 5 March 2019 agreed to instruct the Chief Officer - Early Intervention and Community Empowerment to progress Community transfer discussions with Management Committees of leased Community Centres and report back to the relevant committee.		Derek McGowan	Early Intervention and Community Empowerment	Customer			



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2									
45	Aberdeen Adapts: Aberdeen's Climate Adaptation	The City Growth and Resources Committee on 25 April 2019 agreed to instruct the Chief Officer - Strategic Place Planning, to arrange for public consultation of the proposed Aberdeen Adapts: Climate Adaptation Framework and to report back to City Growth and Resources Committee on 26 November 2019 with:- <ul style="list-style-type: none"> <li>• An update on governance proposals for Aberdeen Adapts;</li> <li>• The findings of the public consultation; and</li> <li>• A final version of Aberdeen Adapts and associated Environmental Report for approval and publication.</li> </ul>		Alison Leslie	Strategic Place Planning	Place	2.2		
46			<b>DATE TBC</b>						
47	Impact on Aberdeen of Scottish Government Funding	Council on 5/3/18 agreed As part of our commitment to Civic Leadership and Urban Governance instruct the Chief Executive to bring a report to the City Growth and Resources Committee working with partners to include our ALEOs, Aberdeen and Grampian Chamber of Commerce, Aberdeen Burgesses Federation of Small Businesses, Opportunity North East, and Scottish Enterprise to assess the impact on Aberdeen of Scottish Government funding in comparison to the funding received by other local authorities and identify how the council can encourage the Scottish Government to provide a better financial settlement for Aberdeen.		Richard Sweetnam	City Growth	Place	1.2		
48	Wellington Road Multimodal Corridor Study - STAG Part 2	The City Growth and Resources Committee on 18 September 2018 agreed to instruct the Chief Officer – Strategic Place Planning to conduct a STAG Part 2 Appraisal, to consider the eight options identified in the STAG Part 1 report, as detailed in section 3.4, and that consideration be given to the emerging options from the STAG Part 1 External Transportation Links to Aberdeen South Harbour and ensure that both STAG Part 2 reports are submitted to this committee for consideration at the same time.	Given the length of time needed to undertake a full STAG 2 Appraisal, we wouldn't expect this work to be complete until late 2020 so we would be anticipating reporting March/April 2021 (or nearest appropriate committee around that time).	Will Hekelaar/Gale Beattie	Strategic Place Planning	Place	2.2		







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2									
57	CCTV and Traffic Management Services - Marischal College Relocation	The Council on 5 March 2019 agreed to instruct the Chief Officer - Corporate Landlord to work with Police Scotland and the private sector to relocate the CCTV and Traffic Management to the same location within Marischal College and to explore further synergies of co-locating services within Marischal College with business cases to be presented to the relevant Committee as required		Stephen Booth	Corporate Landlord	Resources			
58	Bridge of Dee West – Walking/Cycling Improvements	Approval to begin detailed design.	This was originally due in April 2019, however the complexity of this project and proximity of the Special Area of Conservation (River Dee) means that further work is required. The impact of the AWPR requires to be factored in and additional traffic counts and modelling are due to be carried out later this year which will help determine the scope of the project and the commissioning intentions. Report due possibly April 2020.	Kevin Pert	Strategic Place Planning	Place	2.2		
59	<b>All of the below have been recommended/agreed to be reported by means of a Service Update report, and should any decisions on any of the below be required then a report would be added to the planner and submitted to Committee at the appropriate time.</b>								
60	Economic Policy Panel	The City Growth and Resources Committee on 27 November 2018 agreed to note the recommendations of the policy panel in appendix 1 and to approve the officers proposed response to recommendations, with a Service Update being provided by the Chief Officer - City Growth, by the 25th April 2019 to members of the City Growth and Resources Committee noting progress on each recommendation.		Richard Sweetnam/ Jamie Coventry	City Growth	Place	2.1	R	Service Update to be circulated prior to the meeting on 6 June 2019

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## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	City Growth and Resources
<b>DATE</b>	6 June 2019
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	City Growth and Resources Committee Annual Effectiveness Report
<b>REPORT NUMBER</b>	GOV/19/240
<b>CHIEF OFFICER</b>	Fraser Bell
<b>REPORT AUTHOR</b>	Mark Masson
<b>TERMS OF REFERENCE</b>	GD 7.5

### 1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present the annual effectiveness report of the City Growth and Resources Committee.

### 2. RECOMMENDATION

That Committee:-

- 2.1 note the annual report.

### 3. BACKGROUND

#### Annual Reports on Committee Terms of Reference

- 3.1 The Governance Review of 2017/18 was initiated as part of the Council's work with the Chartered Institute of Public Finance and Accountancy (CIPFA) and the aim to secure that organisation's accreditation in governance excellence. As part of CIPFA's interim assessment of the Council's governance arrangements, CIPFA recommended that each Committee should annually review its effectiveness, including its information and reporting needs, to help ensure that it is following its Terms of Reference, is operating effectively and to identify any training needs or improvements to the Council's decision making structures. When approving the new Terms of Reference in March 2018, the Council agreed that each Committee would be required to review their own effectiveness against their Terms of Reference through an annual report and approved the proposed template for those reports.

- 3.2 CIPFA reviewed the approved template and in general terms stated:

*A committee effectiveness report has the potential to support the improvement journey by accounting for the ways that committees support a quality improvement culture with quality assurance of services and feedback loops. A template that goes beyond tick box and more clearly offers the opportunity to address some current and historic issues and, importantly give a clear signal that good governance is taken seriously. It could therefore provide support to a number of the developments that Aberdeen City Council seeks in its journey towards achieving the excellence in governance mark.*

3.3 The first annual report for 2018/2019 is appended for the Committee's consideration. Following consideration by the Committee, the report will be submitted to Council on 24 June 2019 for noting.

#### **4. FINANCIAL IMPLICATIONS**

4.1 There are no direct financial consequences from the recommendation.

#### **5. LEGAL IMPLICATIONS**

5.1 There are no direct legal implications arising from the recommendation of this report.

#### **6. MANAGEMENT OF RISK**

	<b>Risk</b>	<b>Low (L), Medium (M), High (H)</b>	<b>Mitigation</b>
<b>Financial</b>	None	N/A	N/A
<b>Legal</b>	None	N/A	N/A
<b>Employee</b>	None	N/A	N/A
<b>Customer</b>	None	N/A	N/A
<b>Environment</b>	None	N/A	N/A
<b>Technology</b>	None	N/A	N/A
<b>Reputational</b>	None	N/A	N/A

#### **7. OUTCOMES**

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Organisational Design</b>	The report reflects recognition of the process of organisational design and provides assurance through scrutiny of committee effectiveness. The review of the Committee will support the redesign of the organisation and ensure that the Committee



	discharges its role in accordance with the Scheme of Governance.
<b>Governance</b>	The committee effectiveness report enhances transparency and understanding of the Committee as well as help to address any areas for improvement.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	Not required
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not applicable

## 9. BACKGROUND PAPERS

None.

## 10. APPENDICES

- 10.1 City Growth and Resources Annual Effectiveness Report 6 March 2018 to 29 April 2019.

## 11. REPORT AUTHOR CONTACT DETAILS

Mark Masson  
 Committee Services Officer  
[mmasson@aberdeencity.gov.uk](mailto:mmasson@aberdeencity.gov.uk)  
 01224 522989

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# City Growth and Resources Committee Annual Effectiveness Report



# City Growth and Resources Committee Annual Effectiveness Report

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## 1. INTRODUCTION

- 1.1 I am pleased to present the first annual effectiveness report for the City Growth and Resources Committee. As members will be aware, as part of their interim assessment of the Council's governance arrangements in 2016, CIPFA recommended that committees review the extent to which they have operated within their Terms of Reference, through an annual report. This has been an aspiration for some time, representing good practice in governance terms and evidencing the Council's progress towards achieving CIPFA accreditation and I'm glad to see the first report for the City Growth and Resources Committee presented.
- 1.2 This first annual report is a good mechanism for the Committee to support the Council's improvement journey by demonstrating the ways that the Committee supports the principles of the Target Operating Model; contributes to the Local Outcome Improvement Plan, whilst also providing the opportunity to reflect on the business of the Committee over the past year and to look to the Committee's focus for the year ahead.



Councillor Douglas Lumsden  
Convener, City Growth and Resources Committee

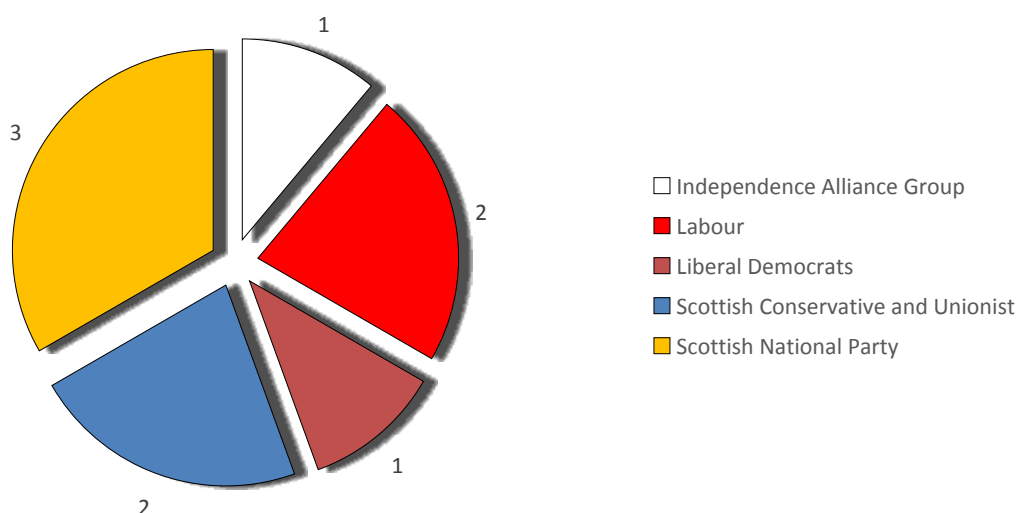
## 2. THE ROLE OF THE COMMITTEE

- 2.1 The role of the Committee is to focus on the Council's management of the institution's resources and place shaping strategies for the future growth of the city. This will include for example, local transport strategies. This mirrors the focus on the annual credit rating assessment.
- 2.2 The Terms of Reference for the Committee as approved by Council on 5 March 2018 are appended to the report.

## 3. MEMBERSHIP OF THE COMMITTEE DURING 2018/2019

- 3.1 The City Growth and Resources Committee has 9 members and the composition is presented below.

Committee political balance (seats)



#### 4. MEMBERSHIP CHANGES

- 4.1 There were two changes to the Committee’s membership throughout the reporting period with Councillor Catriona Mackenzie replacing Councillor Jackie Dunbar in September 2018 and Councillor Ross Grant replacing Councillor Gordon Graham as Vice Convener in April 2019.

#### 5. MEMBER ATTENDANCE

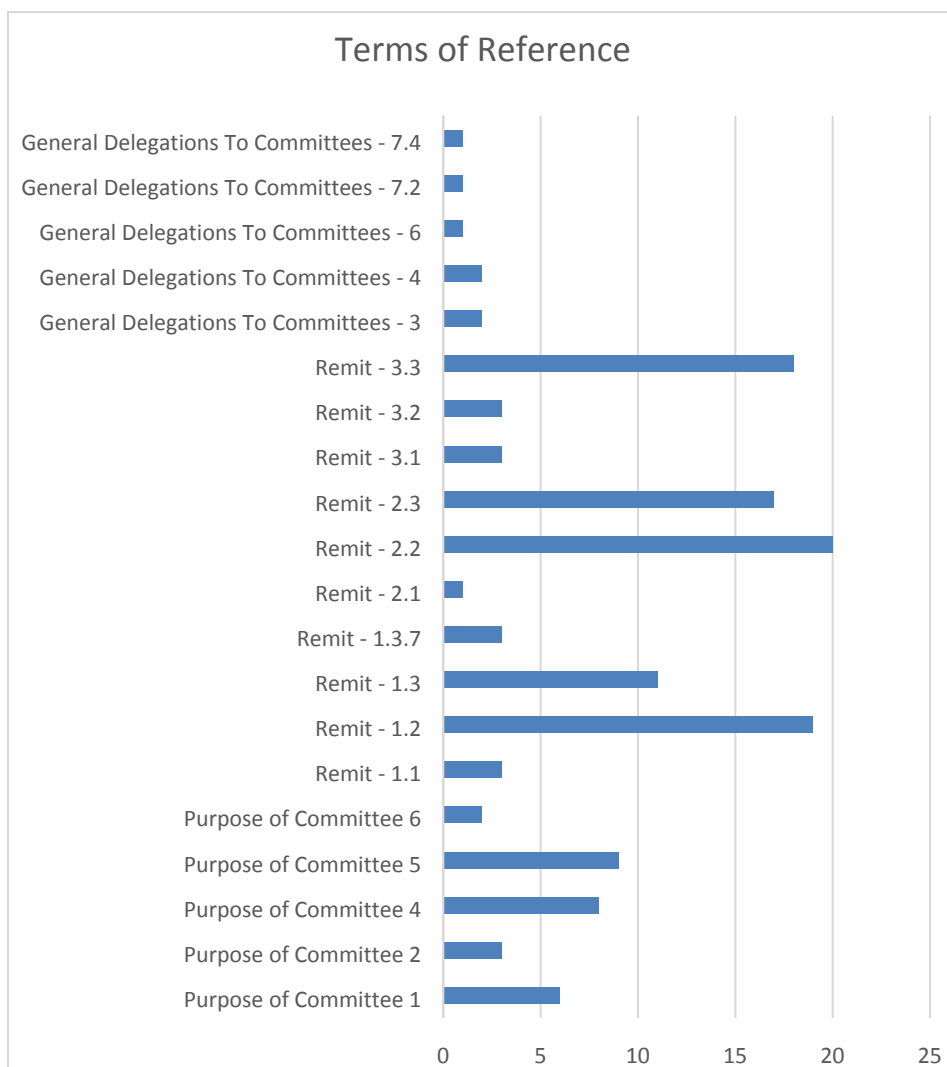
Member	Total Anticipated Attendances	Total Attendances	Nominated Substitute
Douglas Lumsden (Convener)	8	8	
Gordon Graham (Vice Convener)	7	7	
Ross Grant (Vice Convener)	1	1	
Marie Boulton	8	7	1 – Councillor Malik
Alan Donnelly	8	6	1 – Councillors Grant and Avril McKenzie
Jackie Dunbar	3	3	
Stephen Flynn	8	7	1 – Councillor McLennan
Jenny Laing	8	8	
Alex Nicoll	8	8	
Ian Yuill	8	7	1 – Councillor Greig
Catriona Mackenzie	5	5	

#### 6. MEETING CONTENT

- 6.1 During the 2018/2019 reporting period (6 March 2018 to 29 April 2019) the Committee had 8 meetings and considered a total of 95 reports.

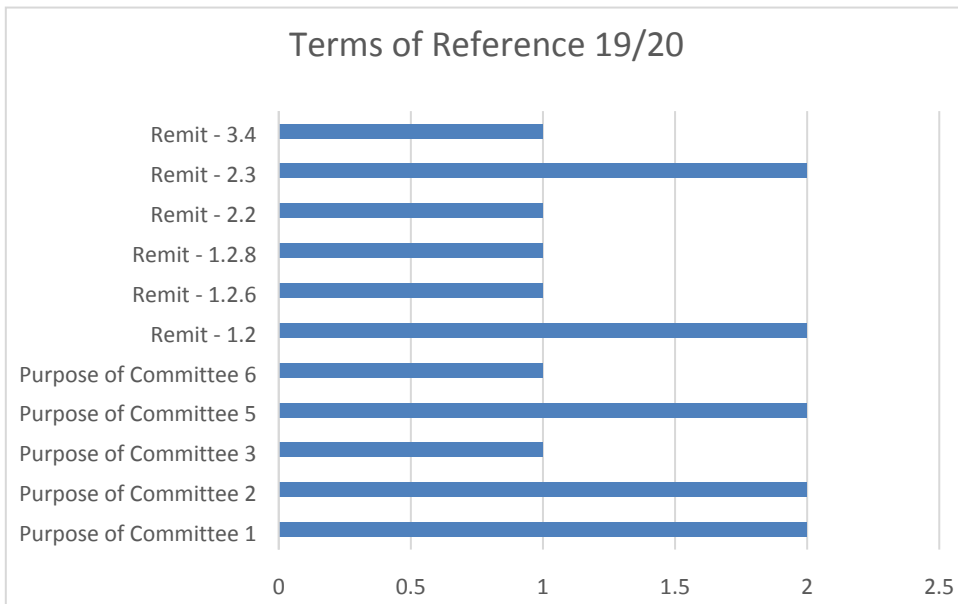
## 6.2 Terms of Reference

Of the 95 committee reports received during the reporting period, 81 reports were considered under the Terms of Reference approved by Council on 5 March 2018 and the following table details how the reports aligned to the Terms of Reference for the Committee:-



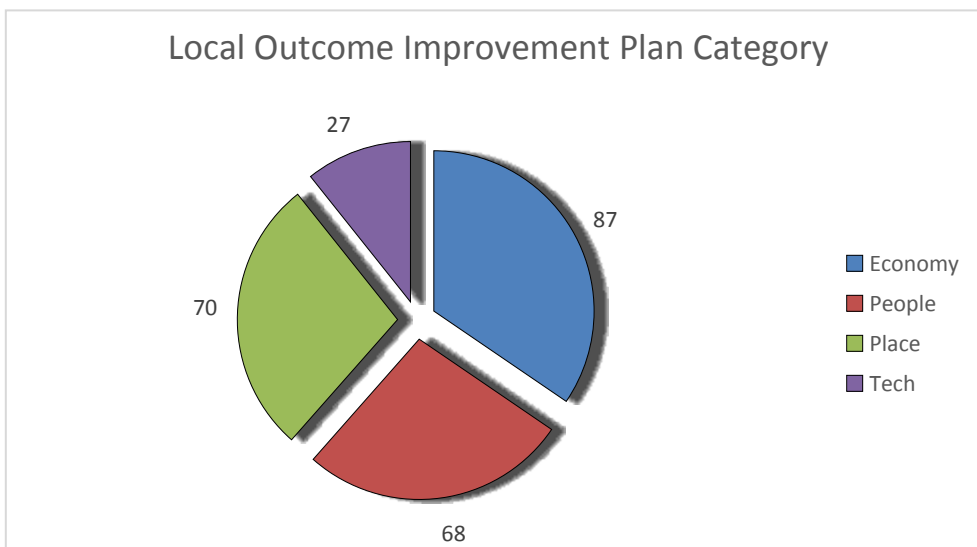
The vast majority of reports have fallen under Remits 1.2 (Oversee the Council's Resources – Finance, Systems and Technology, Staff and Property), 2.2 (Determine the Council's Strategies for City Growth and Place Planning Except in Relation to Major Infrastructural Planning) and 3.3 (Oversee the Acquisition and Disposal of Land and Property). Purpose 3 (Oversee and Ensure Adherence to the Council's Budgetary Control System) had not been reported.

The last Committee meeting on 24 April 2019 had 14 reports which were considered under the new Terms of Reference approved by Council on 4 March 2019 and the following table details how the reports aligned to those Terms of Reference for the Committee:-



### 6.3 Local Outcome Improvement Plan

The following details the 95 reports which had links to the themes of the Local Outcome Improvement Plan.



### 6.4 Reports and Committee Decisions

The following table details the outcome of the Committee's consideration of the 95 reports presented to it throughout the year.

	Total	% Total Reports
Number of confidential reports	1	1.2%
Number of exempt reports	24	29.6%
Number of reports where the Committee has amended officer recommendations	17	21.0%
Number and percentage of reports approved unanimously	56	69.1%



	Total	% Total Reports
Number of reports requested by members during the consideration of another report to provide additional assurance and not in forward planner	4	
Number of service updates requested by members during the consideration of another report to provide additional assurance and not in forward planner	1	
Number of decisions delayed for further information	0	0.0%
Number of times the Convener has had to remind Members about acceptable behaviour and the ethical values of Public Life	0	0.0%
Number of late reports received by the Committee (i.e. reports not available for inspection by members of the public at least three clear days before a meeting)	2	2.5%
Number of referrals to Council, or other Committees in terms of Standing Order 33.1	0	0.0%

## 6.5 Notices of Motion, Suspension of Standing Orders, Interface with the Public

	Total
Number of Notices of Motion	4
Number of times Standing Orders were suspended	0
The specific Standing Orders suspended	N/A
Number of deputations	0
Number of Petitions Considered	0
Number of Members attending meetings of the committee as observers	9
Number of Meetings held by the Convener with other Conveners, relevant parties, to discuss joint working and key issues being raised at other Committee meetings	Weekly

## 7. TRAINING REQUIREMENTS AND ATTENDANCE

- 7.1 The following specific Scheme of Governance training which is related to the operation of all Committees was provided:-
- Scheme of Governance Effective Decision Making on 23, 27 and 28 March 2018;
  - Financial and Procurement Regulations on 23 and 29 March 2018.
- 7.2 Training on the Councillors' Code of Conduct was provided in January and February 2018.

## 8. CODE OF CONDUCT – DECLARATIONS OF INTEREST

- 8.1 Thirty-eight declarations of interest were made by Councillors during the reporting period. We measure this information to evidence awareness of the requirements to adhere to the Councillors' Code of Conduct and the responsibility to ensure fair decision making.

## 9. CIVIC ENGAGEMENT

- 9.1 In relation to the preparation of the Budget for financial year 2019/20 an engagement event on 1 February 2019 was undertaken with a wide range of stakeholders on the financial challenges that the Council faces. This event was very well attended and included, representatives from the third sector, local communities, trade unions, private sector and political parties, providing an opportunity for information sharing and for hearing the views of others.

- 9.2 In addition, engagement with individual stakeholder organisations happen on a regular basis through the Council's representation on a number of external boards.

## 10. OFFICER SUPPORT TO THE COMMITTEE

10.1

Officer	Total Expected Attendances	Total Attendances	Substitute Attendances
Steve Whyte, Director of Resources	8	6	0
Stephen Booth, Chief Officer - Corporate Landlord	8	6	0
Richard Sweetnam, Chief Officer - City Growth	8	6	0
Gale Beattie, Chief Officer - Strategic Place Planning	8	6	0
Sandra Buthlay, Interim Chief Officer - Finance	3	3	0
Jonathan Belford, Chief Officer - Finance	4	4	0
John Wilson - Chief Officer Capital	4	4	0

## 11. EXECUTIVE LEAD'S COMMENTS

- 11.1 One of the Council's transformation projects is to deliver the CIPFA Mark of Excellence in Good Governance. As part of this project, CIPFA recommended that each Committee should annually review its effectiveness, including its information reporting needs, to help ensure that each Committee was following its Terms of Reference; operating effectively; and would assist in identifying any training needs or improvements to the Council's decision-making structures.

- 11.2 This was a busy Committee with the statistics indicating, on average, 12 reports considered at each meeting, although this is a little understated as two of the Committee meetings were Special meetings for single reports (the Quarterly monitoring), which means that each regular meeting of the Committee considered 15 or 16 reports. Often a considerable commitment in time for both Members and officers.

- 11.3 A substantial amount of business was undertaken in public, which assists in

maintaining transparency in the democratic process. Given the nature of the Committee and specifically the financial nature of some of the subjects there was a proportion of business conducted in private. Exempt and confidential reports are only used where they meet the legal definitions set out in the Local Government (Access to Information) Act 1973 (Schedule 7A). Where appropriate reports have been split so that exempt information is considered separately from information that can be included in a public report.

- 11.4 Compliance with London Stock Exchange (LSE) reporting requirements have been maintained throughout the year, notice being given to the LSE ahead of Quarterly financial reports being published for the Committee.
- 11.5 Strong continuity is evident in the membership of the Committee with Members rarely being absent and knowledge built up over time can assist in the effective operation of the Committee.
- 11.6 A substantial number of motions and amendments were considered by the Committee during the year and some of these have been submitted very close to the start of the Committee, although this has been the exception rather than the norm. Proper consideration of motions and amendments by officers is an important part of the decision-making process and the Executive Lead may seek short adjournments where appropriate to ensure robust consideration has been given to ensure all Members are suitably advised to assist with making fully informed decisions.
- 11.7 Giving due consideration and making fully informed decisions are founded upon having access to reports in line with the approved Scheme of Governance. In pursuit of this late reports are not helpful. The Committee had two reports that were not issued in sufficient time to give 3 clear days notice prior to being considered. The Executive Lead will endeavor to eliminate late reports in the future.
- 11.8 Changes were made to the Committee's Terms of Reference when they were presented to Council in March 2019, which were mainly of a minor nature. One additional purpose was added, in relation to the approval of additional projects and associated budgets of a capital nature, and also to approve procurement related to the Capital Programme. These additions were as a result of changes to the Terms of Reference for the Capital Programme Committee.

## **12. NEXT YEAR'S FOCUS**

- 12.1 On 5 March 2019 the Council approved a budget for financial year 2019/20. In order to effectively and efficiently monitor the progress of the budget and the forecast for the year a continued emphasis will be placed on presenting comprehensive quarterly reports one month after the quarter end. This requires two 'special' meetings of the Committee to meet, end of July and October.
- 12.2 The approved changes to the Committee Terms of Reference will bring additional emphasis on the Capital Programme and, specifically, making changes or approving procurement. The scrutiny of the delivery of the Capital Programme will continue to be undertaken by the Capital Programme Committee.
- 12.3 The Business Planner shows a focus on Strategic Place Planning, City Growth, Capital and Resources. The Committee expects to receive reports on the School Estate and business cases for four new schools that are outlined in the Capital Programme; the condition and suitability of Council buildings/properties; developer obligations; and Following the Public Pound. Regular reports on performance, quarterly financial

monitoring reports and an update on the Credit Rating annual review will be prepared for the Committee.

- 12.4 Council on 4 March 2019 approved new Terms of Reference and a further review will be reported to Council in March 2020. Throughout the next reporting year, we will review the Terms of Reference in line with the business submitted to the Committee and reflect on whether any areas require refinement moving forward to ensure the efficient operation of the Committee.

## **CITY GROWTH AND RESOURCES COMMITTEE**

### **PURPOSE OF COMMITTEE**

1. To oversee and monitor the development and approval of appropriate short, medium and long term financial strategies and plans for the Council in light of available funding.
2. To review the in-year financial performance of the Council and its committees and to make appropriate recommendations where a forecast overspend is projected.
3. To oversee and ensure adherence to the Council's budgetary control system.
4. To oversee and monitor the development and approval of an appropriate strategy for the Council's estate, including plans for investment, disposal and maintenance.
5. To oversee and monitor the development, approval and delivery of Council place based strategies to support the City's plans for future economic growth.
6. On receipt of the annual re-assessment of the Council's credit rating, to advise Council on appropriate financial strategies in order to preserve or improve the Council's credit rating.

### **REMIT OF COMMITTEE**

#### **1. Budgets**

The Committee will:

- 1.1 approve an Investment Strategy for the Council;
- 1.2 oversee the Council's resources – finance, systems and technology, staff and property; and
- 1.3 monitor all Councils budgets, and in particular:
  - 1.3.1 scrutinise service budget monitoring reports;
  - 1.3.2 hold budget holders to account for the proper control of the budget which they are responsible;
  - 1.3.3 ensure that the Council's budget is always balanced;
  - 1.3.4 approve changes to the budget including to vire between Service budgets where this is in excess of the amount delegated in the Financial Regulations and Scheme of Delegation;

- 1.3.5 approve use of the Council's General Reserve;
- 1.3.6 scrutinise the implementation of plans and monitor budgets accordingly; and
- 1.3.7 oversee the Code of Guidance on Funding External Bodies and Following the Public Pound to ensure that the Council meets its duties.

## 2. City Growth and Place

The Committee will:

- 2.1 receive the annual report from the Economic Policy Panel set up to support the annual re-assessment of the council's credit rating;
- 2.2 determine the Council's strategies for city growth and place planning except in relation to major infrastructural planning; and
- 2.3 consider reports on key actions by the Council towards the delivery of the Regional Strategy and the Inward Investment Plan.

## 3. Property and Estates

The Committee will:

- 3.1 oversee a Portfolio Management Strategy for the Council;
- 3.2 approve an Estate and Investment Strategy; and
- 3.3 Oversee the acquisition and disposal of land and property.

### JOINT WORKING WITH OTHER COMMITTEES:

The Committee will maintain an awareness of key issues arising through the work of other committees of the Council, through lead officers, conveners and vice conveners working together, and attending other committees as observers. Specifically:-

The City Growth and Resources Committee and Strategic Commissioning Committee will cooperate to ensure that resources are allocated strategically to support outcomes.

The City Growth and Resources Committee and the Capital Programme Committee will cooperate in promoting City Growth and Place Planning.

### JOINT WORKING WITH NON COUNCIL BODIES:

The Committee, through its lead officers, will regularly consider key issues arising through other external organisations, including:

- the Aberdeen City Region Deal Joint Committee
- Opportunity North East
- the Regional Advisory Board

- Aberdeen Inspired
- VisitAberdeenshire
- the Scottish Cities Alliance
- the Aberdeen Renewables Energy Group
- the Strategic Development Planning Authority
- EU Regional and Thematic Groups
- the World Energy Cities partnership
- CoSLA
- coordinating structures emerging from the Council's Urban Governance Framework

**Executive Lead: Director of Resources**





## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	City Growth Committee
<b>DATE</b>	6 <sup>th</sup> June 2019
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Performance Management Framework Reporting – Place Function
<b>REPORT NUMBER</b>	COM/19/289
<b>DIRECTOR</b>	Steve Whyte
<b>CHIEF OFFICER</b>	Martin Murchie
<b>REPORT AUTHOR</b>	Alex Paterson
<b>TERMS OF REFERENCE</b>	2.2

### 1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to present Committee with the status of key performance management framework measures relating to the City Growth and Strategic Place Planning Clusters under the Place function.

### 2. RECOMMENDATION(S)

That the Committee

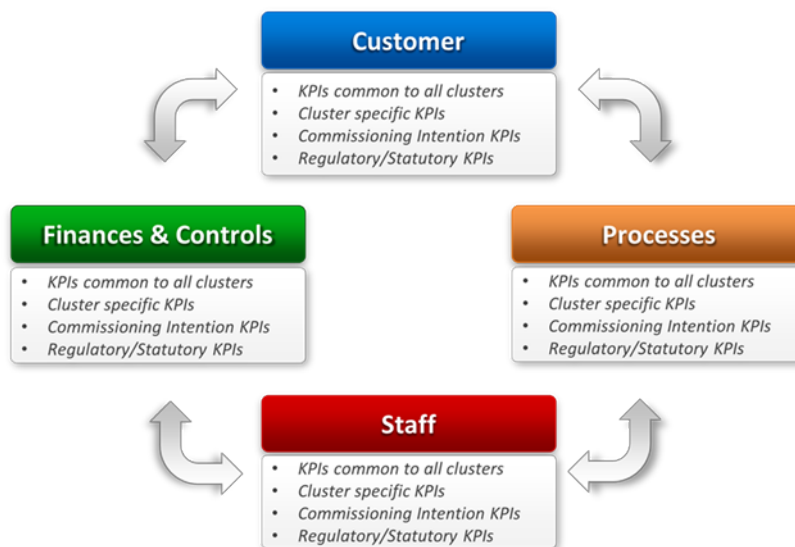
- 2.1 Scrutinises the performance information contained in the Appendix A.
- 2.2 Notes the outline proposals for reporting of performance in 2019/20, subject to continuing development of the Performance Management Framework, as captured within Appendix B

### 3. BACKGROUND

- 3.1 This report is to provide members with key performance measures in relation the Place function.
- 3.2 On 28<sup>th</sup> March 2019, the Council’s Strategic Commissioning Committee agreed a revised Performance Management Framework which set out arrangements

for establishing and reporting performance measures to the Council's Committees. The Framework recognises that the City's refreshed Local Outcome Improvement Plan (LOIP) has put in place updated measures, through stretch outcomes and key improvement measures, and that these have been aligned to the Council Delivery Plan, agreed by Council on 5<sup>th</sup> March 2019. These significant changes require to be integrated within the Council's performance management arrangements.

- 3.3 In addition, the Framework provides an amended approach within which performance will be reported to committees. This presents performance data and analysis within four perspectives as shown below.



- 3.4 This report, as far as possible, reports performance up to the end of financial year 2018/19. Necessarily this includes only some of the required measures which have been established from April 2019 onwards.
- 3.5 Appendix A provides an overview of current performance across the Place function, with reference to recent trends and performance against target, based on the 2018-19 fiscal year and existing measures.
- 3.6 Additional measure proposals for reporting will be included in future reports and data presented in line with appropriate collection frequencies i.e. monthly, quarterly or annually, and are outlined as an example against the Strategic Planning Cluster at Appendix B
- 3.7 Within the summary dashboards (Appendices A and B) the following symbols are used:

**Performance Measures**

**Traffic Light Icon**



On target or within 5% of target



Within 5% and 20% of target and being monitored



Below 20% of target and being actively pursued



Data only – target not appropriate

#### 4. FINANCIAL IMPLICATIONS

There are no direct implications arising out of this report.

#### 5. LEGAL IMPLICATIONS

There are no direct implications arising out of this report regarding legal issues.

#### 6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
<b>Financial</b>	No related financial risks.	L	N/A
<b>Legal</b>	The Council fails to meet requirements relating to the Public Performance Reporting	L	Publication of service performance information in the public domain ensures that the Council is meeting its legal obligations in the context of Best value reporting.
<b>Employee</b>	No related employee risks	L	N/A
<b>Customer</b>	Lack of sufficient access to information for citizens	L	Placing of information in the public domain contributed to by this report
<b>Environment</b>	That the Council fails to make best use of resources and materials	L	The increasing use of digital data gathering and circulation for reporting purposes serves to limit use of materials
<b>Technology</b>	Available technology is not utilised to full effect	L	Best practice data management and sharing (GDPR compliance) sits at

	or used inappropriately for purpose		the centre of the Council's digital data reporting framework
<b>Reputational</b>	That the Council fails to communicate openly and effectively in scrutiny of service delivery	L	Reporting of service performance serves to enhance the Council's reputation for transparency and accountability.

## 7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
<b>Prosperous Economy</b>	<p>The activities reflected within this report support the delivery of LOIP Stretch Outcomes 1 and 2</p> <p>Stretch Outcome 1: "10% increase in employment across priority and volume growth sectors by 2026" and</p> <p>Outcome 1 Improvement Project Aims:</p> <p>Stimulate a 5% increase in the number of start-up businesses in growth sectors by 2021.</p> <p>Increase the number of people employed in growth sectors (digital/ creative; food and drink; life sciences; tourism; social care and health and construction) by 5% by 2021.</p> <p>Stretch Outcome 2 – "90% of working people in Living Wage employment by 2026 (Aberdeen Prospers)</p> <p>Outcome 2 Improvement Aims:</p> <p>Increase the number of people from priority groups (care experienced young people, people with convictions, people with housing need) employed by public sector partners by 2021.</p> <p>90% of employers reporting that they have appropriately skilled people in their workforce by 2026</p>
<b>Prosperous People</b>	<p>This report captures activity which contributes to delivery of Stretch Outcomes 5 and 6 –</p>

	<p>Stretch Outcome 5 - “95% of care experienced children and young people will have the same levels of attainment in education, emotional wellbeing, and positive destinations as their peers by 2026</p> <p>Outcome 5 Improvement Aim:</p> <p>Increase the number of care experienced young people accessing a positive and sustained destination by 25% by 2022</p> <p>Stretch Outcome 6 - “95% of children living in our priority localities will sustain a positive destination upon leaving school by 2026”</p> <p>Outcome 6 Improvement Aim</p> <p>Increase the number of young people living in Quintiles 1,2 and 3 who achieve a sustained positive destination by working with communities to 90% by 2022</p>
<b>Prosperous Place</b>	<p>The report reflects on activity which contributes to Stretch Outcome 15:</p> <p>Stretch Outcome 15 - “38% of people walking and 5% of people cycling as main mode of travel by 2026” (Sustainable City Group)</p> <p>Outcome 15 Improvement Aims</p> <p>Increase % of people who walk as main mode of travel to 31% by 2021</p> <p>Increase % of people who cycle as main mode of travel to 3% by 2021</p>

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	The report supports a focus on the delivery of customer centric services through the scrutiny of service delivery to customers. The review and realignment of performance measures will be done in the context of a customer centric service design and delivery.
<b>Organisational Design</b>	The report reflects recognition of the process of organisational design and provides assurance

	through scrutiny of operational effectiveness. The review and realignment of performance measures will support the redesign of the organisation.
<b>Governance</b>	Oversight and scrutiny of operational performance, including that provided by external inspection, supports the robustness of governance arrangements between and across internal and external providers
<b>Workforce</b>	The performance report does and will continue to support understanding of the role and development of the workforce.
<b>Process Design</b>	As the interim structure embeds, development and integration of process design will be influenced by continual evaluation of the performance and outcome measures applied to service provision.
<b>Technology</b>	Technology is being used both in the capture and analysis of data and in the improvement planning of services.
<b>Partnerships and Alliances</b>	Continuous review of the outcomes, and effectiveness, of in house services provides assurance to critical partners where there are shared objectives. Where available data sharing between partners will be used to monitor performance and support improvement.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	The recommendations arising from this report do not require that full Equality and Human Rights Impact Assessment is completed
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not applicable

## 9. BACKGROUND PAPERS

[Local Outcome Improvement Plan](#)  
[Aberdeen City Council Delivery Plan](#)

## 10. APPENDICES (if applicable)

Appendix A – Performance Summary Dashboard  
Appendix B – Example 2019-20 Performance Summary Dashboard

## 11. REPORT AUTHOR CONTACT DETAILS

Alex Paterson  
Strategic Performance and Improvement Officer  
[apaterson@aberdeencity.gov.uk](mailto:apaterson@aberdeencity.gov.uk)  
01224522137

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Appendix A – Performance Management Framework Report – Place (City Growth and Strategic Place Planning Clusters)

City Growth Cluster

1. Customer



Performance Measure	Quarter 1	Quarter 2	Quarter 3	Quarter 4	2018/19	Status	Long Trend
	Value	Value	Value	Value	Value		
Total No. complaints received (stage 1 and 2) – City Growth	0	2	0	1	3		
% of complaints resolved within timescale stage 1 and 2) – City Growth		100%		100%	100%		
**% of complaints with at least one point upheld (stage 1 and 2) – City Growth		100%		0%	66%		
*Total No. of lessons learnt identified (stage 1 and 2) – City Growth		0		0	0		

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\* Further Customer PI's under development

\*\* These are revised measures which have been applied to existing datasets and are not comparable with previously reported information, Lessons learnt referred to throughout this Appendix are lasting actions taken/changes made to resolve an issue and to prevent future re-occurrence for example amending an existing procedure or revising training processes.

Performance Indicator	2016-17		2017-18		2018-19	
	Value	Status	Value	Status	Value	Status

% of adult population expressing satisfaction with Museum and Galleries services provision	68.3%		68.3%		November 2019	
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**2. Processes \***

Performance Indicator – Local Measures	2016-17		2017-18		2018-19	
	Value	Status	Value	Status	Value	Status
Number of visits to/attendances at museums and galleries in person	104,407		110,367		104,111	
Number of visits to/attendances at Beach Ballroom	76,282		100,923		91,411	
% of Activity Agreement completers in a positive destination	78.4%		89.9%		94%	
Number of young people participating in an Activity Agreement	56		63		60	
Number of attendees at Business events provided by the Council	1,760		948		Pending	

Performance Indicator – National Measures	2016-17		2017-18		2018-19	
	Value	Status	Value	Status	Value	Status
Proportion of 16-19-year olds in a positive participation destination	89.4%		89.9%		August 2019	
% Unemployed People assisted into work from Council operated / funded Employability Programmes. (model-based indicator)	7.02%		5.8%		November 2019	
No of business gateway start-ups per 10,000 population	18.1		23,34		November 2019	
Proportion of properties receiving superfast broadband	91.0%		92.95%		July 2019	
Numbers employed in Creative & Cultural business enterprises	4,550		4,040		October 2019	
Number of business enterprises involved in Creative and Cultural sectors	915		855		October 2019	

- An extended range of Economic Development measures relating to the Process theme is captured annually through publication of the national [SLAED National Headline Indicator Report](#) There are currently being reviewed with services for potential inclusion in the future City Growth PMF reporting framework.

**4. Staff**

Performance Measure	January 2019	February 2019	March 2019	2018/19 Average	Status	Long Trend - Monthly
	Value	Value	Value	Value		
Average number of days lost through sickness absence – City Growth (rolling 12 months)	10.0	9.3	7.6	7.6		

Performance Measure	Quarter 1	Quarter 2	Quarter 3	Quarter 4	2018/19	Status	Long Trend - Quarterly
	Value	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – City Growth	0	0	0	0	0		
H&S Employee Non-Reportable by Cluster – City Growth	0	2	1	1	4		
H&S Near Misses by Cluster – City Growth	0	0	0	2	2		
Establishment actual FTE	127.82	123.12	122.34	123.34			
Establishment Headcount vs budget provision FTE – City Growth ( quarterly snapshot)	94.85%	91.08%	90.84%	91.23%			

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\*Staffing costs referred to throughout this Appendix exclude any adjustments for the corporate vacancy factor.

**5. Finance & Controls ^^**

\*\* Work ongoing to develop individual cluster-based measures which will be reflected in future reporting. Function level data relating to financial performance is provided through City Growth (Finance) reporting. ( see Appendix B )

Strategic Place Planning

1. Customer \*

Performance Measure	Quarter 1	Quarter 2	Quarter 3	Quarter 4	2018/19	Status	Long Trend - Quarterly
	Value	Value	Value	Value	Value		
Total No. complaints received (stage 1 and 2) – Strategic Place Planning	0	4	4	5	13		
% of complaints resolved within timescale stage 1 and 2) – Strategic Place Planning		50%	100%	60.0%	69.2%		
% of complaints with at least one point upheld (stage 1 and 2) – Strategic Place Planning **		75%	100%	20%	61.5%		
Total No. of lessons learnt identified (stage 1 and 2) – Strategic Place Planning **		3	0	0	3		

\*Further Customer PI's under development

\*\* These are revised measures which have been applied to existing datasets and are not comparable with previously reported information, Lessons learnt referred to throughout this Appendix are lasting actions taken/changes made to resolve an issue and to prevent future re-occurrence, for example amending an existing procedure or revising training processes.

2. Processes

Performance Measure	2016/17	2017/18	2018/19	Status	Long Trend
	Value	Value	Value		
Average Determination Times of Major Development Planning Applications (weeks)	46.9	23.1	June 2019		
Average Determination Times of Non-Householder Local Planning Applications (weeks)	12.8	10.2	June 2019		

Performance Measure	2016/17	2017/18	2018/19	Status	Long Trend
	Value	Value	Value		
Average Determination Times of Householder Planning Applications (weeks)	8.9	7.3	June 2019		

An extended range of Strategic Place Planning measures relating to both Customer and Process themes is captured annually through publication of the [Planning Performance Framework](#) document

**3. Staff**

Performance Measure	January 2019	February 2019	March 2019	2018/19 Average	Status	Long Trend - Monthly
	Value	Value	Value	Value		
Average number of days lost through sickness absence – Strategic Place Planning (rolling 12 months)	4.9	3.6	3.2	3.2		

Performance Measure	Quarter 1	Quarter 2	Quarter 3	Quarter 4	2018/19	Status	Long Trend - Quarterly
	Value	Value	Value	Value	Value		
H&S Employee Reportable by Cluster – Strategic Place Planning	0	0	1	0	1		
H&S Employee Non-Reportable by Cluster – Strategic Place Planning	1	0	0	0	1		
H&S Near Misses – Strategic Place Planning	2	3	1	0	6		
Establishment actual FTE – Strategic Place Planning	147.94	131.19	124.36	128.6			
Establishment Headcount vs budget provision - Strategic Place Planning (quarterly snapshot)	85.71%	83.17%	80.63%	82.45%			

\*Staffing budget referred to throughout this Appendix exclude any adjustments for the corporate vacancy factor.

**4. Finance & Controls \*\***

Performance Measure	2016/17	2017/18	2018/19	Status	Long Trend
	Value	Value	Value		
Cost per planning application processed and completed (Inc. all central costs)	£7,504	£9,930	September 2019		

**\*\* Work ongoing to develop individual cluster-based measures which will be reflected in future reporting. Function level data relating to financial performance is provided through City Growth (Finance) reporting.**

PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving/Increasing		Improving/Increasing
	Warning		No Change		No Change
	OK		Getting Worse/Decreasing		Getting Worse/Decreasing
	Unknown				
	Data Only				

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## Appendix B – Draft Example 2019-20 Performance Management Framework Reporting Template (Strategic Place Planning)

### 1. Customer \*

Service Specific Indicators – Strategic Planning Service

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20	
	Value	Status	Value	Status	Value	Status	Value	Status
Number of complaints received	TBC		TBC		TBC		TBC	
Number of complaints resolved within timescale	TBC		TBC		TBC		TBC	
Number of complaints upheld against closed (Stages 1 and 2)	TBC		TBC		TBC		TBC	

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20	
	Value	Status	Value	Status	Value	Status	Value	Status
Uses of Pre-Application Advice Service	TBC		TBC		TBC		TBC	

- Additional common cluster measures relating to the Customer theme are in development

### 2. Processes

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20	
	Value	Status	Value	Status	Value	Status	Value	Status
Percentage of major planning applications subject to processing agreement	TBC		TBC		TBC		TBC	
Percentage of applications subject to pre-application advice	TBC		TBC		TBC		TBC	
Average time (weeks) to deliver commercial planning applications	TBC		TBC		TBC		TBC	
% of traffic regulation order applications processed within agreed timescale	TBC		TBC		TBC		TBC	

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20	
	Value	Status	Value	Status	Value	Status	Value	Status
% of building warrant applications processed within agreed timescale	TBC		TBC		TBC		TBC	

Annual Service Specific Indicators – Strategic Place Planning

Performance Measure	2017/18	2018/19	2019/20
	Value	Value	Value
Average Determination Times of Major Development Planning Applications (across 12-month period)	23.1 weeks	TBC	TBC
Average Determination Times of Non-Householder Local Planning Applications across year (across 12-month period)	10.2 weeks	TBC	TBC
Application approval rates for Planning (across 12-month period)	90.5%	TBC	TBC

Performance Measure	2017/18		2018/19		2019/20		2019/20 National Figure
	Value	Status	Value	Status	Value	Status	
Cost per planning application	£9,930		TBC		TBC		TBC
Average time per business and industry planning application (weeks)	8.46		TBC		TBC		TBC

**3. Staff \*\***

Common Cluster Indicators – Strategic Place Planning

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20		2019-20 Target
	Value	Status	Value	Status	Value	Status	Value	Status	

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20		2019-20 Target
	Value	Status	Value	Status	Value	Status	Value	Status	
Sickness Absence - Average Number of Days Lost – Strategic Place Planning	TBC		TBC		TBC		TBC		10.0

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20	
	Value	Status	Value	Status	Value	Status	Value	Status
Staff Costs - % Budget Spend to Date (FYB) Strategic Place Planning	Finance Report		Finance Report		Finance Report		Finance Report	

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20	
	Value	Status	Value	Status	Value	Status	Value	Status
H&S Employee Reportable by Service - Strategic Place Planning	TBC		TBC		TBC		TBC	
H&S Employee Non-Reportable by Service – Strategic Place Planning	TBC		TBC		TBC		TBC	

Performance Indicator	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Value	Status	Value	Status	Value	Status	Value	Status
Establishment Headcount FTE – Strategic Place Planning	TBC		TBC		TBC		TBC	
% establishment headcount vs budget (FTE) - Strategic Place Planning (quarterly snapshot)	TBC		TBC		TBC		TBC	

**\*\*Additional common cluster measures relating to the Staffing theme are in development**

## 4. Finance & Controls \*\*\*

### Common Cluster Indicators – Strategic Place Planning

#### i) Finance – Proposals for 2019-20 onwards

Performance Indicator	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Value	Status	Value	Status	Value	Status	Value	Status
Revenue Budget - % Expenditure v Budget (Full Year) – Strategic Place Planning	Finance Report		Finance Report		Finance Report		Finance Report	
Revenue Budget - % Forecast v Budget (Full Year) – Strategic Place Planning	Finance Report		Finance Report		Finance Report		Finance Report	












### Service Specific Indicators – Strategic Place Planning

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20	
	Value	Status	Value	Status	Value	Status	Value	Status
Value of Community Benefits Contributions (1,000's)	Finance Report		Finance Report		Finance Report		Finance Report	

#### ii) Controls – Proposals for 2019-20 onwards

Performance Indicator	Quarter 1 2019-20		Quarter 2 2019-20		Quarter 3 2019-20		Quarter 4 2019-20	
	Value	Status	Value	Status	Value	Status	Value	Status
% of outstanding internal audit recommendations – Strategic Place Planning (%)	Audit and Risk Report		Audit and Risk Report		Audit and Risk Report		Audit and Risk Report	
% of outstanding external audit/inspection recommendations – Strategic Place Planning (%)	Audit and Risk Report		Audit and Risk Report		Audit and Risk Report		Audit and Risk Report	

\*\*\* Highlighted cells are current proposals and work is on-going around final content of the Finance and Controls sections

PI Status		Long Term Trends		Short Term Trends	
	Alert		Improving/Increasing		Improving/Increasing
	Warning		No Change		No Change
	OK		Getting Worse/Decreasing		Getting Worse/Decreasing
	Unknown				
	Data Only				

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## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	City Growth and Resources Committee
<b>DATE</b>	6 <sup>th</sup> June 2019
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Charging Policy for Adult Social Care Services
<b>REPORT NUMBER</b>	-
<b>CHIEF OFFICER</b>	Sandra Ross
<b>REPORT AUTHOR</b>	Alison MacLeod
<b>TERMS OF REFERENCE</b>	Purpose 1

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### 1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek approval from the City Growth and Resources Committee to update the previously approved Charging Policy for Adult Social Care known as Contributing to Your Care as a result of recent legislative developments and review.

### 2. RECOMMENDATION(S)

That the City Growth and Resources Committee: -

- 2.1 approves the updates to the charging policy for adult social care services known as “Contributing to your Care and Support” and notes it will be implemented from 1st July 2019.

### 3. BACKGROUND

- 3.1 In June 2015 the Education and Children’s Services Committee of Aberdeen City Council approved a revised charging policy for adult social care entitled “Contributing to your care and support”. Following this approval, implementation of the policy stalled. Progress on developing the appropriate technical and procedural arrangements was interrupted as staff attention was diverted to the integration of health and social care.
- 3.2 At the point of integration, the authority to approve the charging policy for adult social care services was not delegated to the Integrated Joint Board. That authority remains with Aberdeen City Council.

- 3.3 Work on implementation was subsequently reinstated and initially a review of the revised policy was undertaken to check that it was still relevant. The review identified that there were two legislative changes that had occurred in the intervening period and that the policy would need to be updated to take these into account.
- 3.4 The legislative changes were the Carers (Waiving of Charges for Support) (Scotland) Amendment Regulations 2018 and the Community Care (Personal Care and Nursing Care) (Scotland) Amendment (No. 2) Regulations 2018. The former regulations were introduced as a result of the Carers (Scotland) Act 2016 and state that any charge for support which is provided to an unpaid carer to meet the outcomes identified in an Adult Carers Support Plan must be waived. The latter regulations extend free personal care to anyone, regardless of age, who is assessed as requiring this. This is commonly known as Frank's Law. Previously free personal care was only available to those over 65.
- 3.5 In addition, recommendation xi. of the June 2015 report sought approval that "charges for Housing Support services in Sheltered and Very Sheltered Housing remain separate to this policy". The review of the revised policy identified that including Housing Support along with the other care and support charging would make the policy more complete, accessible and transparent providing a single reference source for all adult social care and support related charges.
- 3.6 Further, it has been identified that some individuals attending day services who are in receipt of the higher rate of Disability Living Allowance (HDLA) Mobility Component or equivalent Personal Independence Payment (PIP) are also accessing the free transport provided. Receipt of these allowances is to cover transport costs. The revised policy seeks to clarify that if individuals receiving these allowances choose to use the transport provided, a charge equivalent to the existing charge for Community Transport i.e. £3.10 per single journey and £5.00 per return journey will be levied.
- 3.7 At its budget setting meeting on 5<sup>th</sup> March 2019 Aberdeen City Council approved service income charges for 2019/20. Adult social care and support charges were included in this approval and these new rates are included in the updated policy.
- 3.8 COSLA issues guidance on charging for non-residential social care services. This is updated every year and provides guidance not only on what services are chargeable but also on the rates for personal allowances which form part of the financial assessment. The final revised policy for implementation includes the rates for 2019/20.
- 3.9 Changes have been made to the way the information contained in the policy is presented. An easy read version of the policy has also been developed for use with the client groups.
- 3.10 It is proposed that the Charging Policy is reviewed annually in line with the annual uplift negotiated for commissioned services and the annual review of the guidance in relation to charging produced by COSLA. This will also provide



further opportunity to review how and what we charge for and take cognisance of any further changes in policy and legislation. It is anticipated that an exemption from charging for Housing First customers will require to be included in the Charging Policy from 2020/21.

- 3.11 The technical and procedural arrangements required to implement the policy are well developed and will be in place to meet the planned implementation date of 1<sup>st</sup> July 2019. Our implementation plan is contained in Appendix b).

#### 4. FINANCIAL IMPLICATIONS

- 4.1 Additional income has already been accounted for in the budget setting process. The legislative changes included in the policy mean that there will be reduced income from carers support and from personal care for under 65s however additional funding has been received as part of the budget settlement to offset this.

#### 5. LEGAL IMPLICATIONS

- 5.1 The power to charge for some aspects of adult social care is based in statute, but there is no legal requirement to have a charging policy. Having this policy in place, however, allows ACC to manage the process and is recommended by COSLA guidance and best practice. The revised policy takes cognisance of the implementation of the Carers (Scotland) Act 2016 in April 2018 and Franks Law in April 2019.

#### 6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
<b>Financial</b>	Reduced income from carers and personal care for under 65s	H	Additional funding to offset
<b>Legal</b>	None		
<b>Employee</b>	Staff are unaware of revisions to policy	H	Staff briefing and training sessions are included in the implementation plan
<b>Customer</b>	Customers do not understand the changes made.	H	Easy read communication developed for customers.
<b>Environment</b>	None		

<b>Technology</b>	CareFirst system unable to support policy implementation	L	Issue identified is around capacity rather than capability and this is being addressed by the identification of additional resources.
<b>Reputational</b>	None		

## 7. OUTCOMES

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	The proposals in this report have no impact on the LOIP/ TOM
<b>Prosperous People</b>	The proposals in this report have no impact on the LOIP/ TOM
<b>Prosperous Place</b>	The proposals in this report have no impact on the LOIP/ TOM'

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	Improving the personal experiences and outcomes of those who use our social care services is a key aim of the ACHSCP.
<b>Workforce</b>	Processes within the charging policy are designed to empower the workforce bringing structure and consistency to the way they do their job ultimately providing increased job satisfaction.
<b>Technology</b>	There are proposals to review the Financial Assessment process with a view to digitising this where possible to reduce the workload on staff and make it easier for customers.
<b>Partnerships and Alliances</b>	There are positive relationships between ACHSCP and ACC colleagues in Finance and Housing who have both been key to the development of the policy and this report.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	An EHRIA was provided to Education and Children's Services Committee when the first version of Contributing to Your Care was approved. The amendments to this version do not alter the fundamental principles of the approach and therefore a revised EHRIA is not required.
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	The implications of the Fairer Scotland Duty in respect of this report have been considered. The proposed approach is considered fair and not in breach of our duty.

## 9. BACKGROUND PAPERS

Report on Review of Social Work Non-Residential Charging Policy to Education and Children's Services Committee, 2 June 2015 and related Equality and Human Right Impact Assessment

## 10. APPENDICES

- a) ACHSCP draft Charging Policy for Adult Social Care Services – Contributing to Your Care and Support 2019; and
- b) Implementation Plan

## 11. REPORT AUTHOR CONTACT DETAILS

Alison MacLeod, Lead Strategy and Performance Manager  
[AliMacLeod@aberdeencity.gov.uk](mailto:AliMacLeod@aberdeencity.gov.uk)  
01224-523650

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**CONTRIBUTING TO YOUR CARE AND SUPPORT  
(ADULT SOCIAL CARE NON-RESIDENTIAL CHARGING POLICY)**

**JULY 2019**



**Aberdeen City Health & Social Care Partnership**  
*A caring partnership*

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## BACKGROUND

Aberdeen City Health and Social Care Partnership (ACHSCP) aims to help people live at home independently, safely, and for as long as possible. To help us to continue to be able to provide services to people with a range of needs, we ask them, if they can afford it, to make a contribution towards the cost of certain aspects of their care and support services.

Local authorities are empowered by statute to make decisions about charging for non-residential community care services provided or arranged under the Social Work (Scotland) Act 1968 and sections 7 and 8 of the Mental Health (Scotland) Act 1984 and other relevant Social Work Legislation and Guidance. In developing this policy, ACHSCP has also considered: -

- The Human Rights Act 1998
- The Equalities Act 2010
- Housing Support Duty (Scotland) 2012
- Social Care (Self Directed Support) (Scotland) Act 2013
- The Carers (Waiving of Charges for Support) (Scotland) Amendment Regulations 2018.
- The Community Care (Personal Care and Nursing Care) (Scotland) Amendment (No. 2) Regulations 2018

Decisions made in relation to charging are set within the overall context of increasing demand for services as a result of a growing, ageing population with increased incidences of multiple and complex needs and a corresponding reduction in the budget available. ACHSCP are having to provide more services with less money. We are continually reviewing our service delivery and changing the way we do things to try to reduce costs, increase efficiency and achieve best value to avoid increasing the charges to those who use our services. Some level of charging is, however, inevitable.

The charges are carefully considered to ensure they are reasonable for people to pay; they take into account the type of service provided and the recipient of the service; the person's ability to meet the cost; and what others in similar circumstances but living in different areas across Scotland are asked to pay. Any charge made will not exceed the actual cost of providing the service.

During financial year 2017/18 it cost £217m to provide social care services in Aberdeen. In the same period, £2.1m was raised in income generated from the charges raised. This equates to a contribution of 1% of the total cost of the services delivered. Were charges not to be levied for some services, difficult decisions about reducing or stopping some service provision would have to be made.

This policy introduces a new approach to charging for Adult Social Care Services and is designed to align with national and strategic priorities for Self-directed Support (SDS). It relates to non-residential services only and includes Housing Support services that are commissioned by our partners in Aberdeen City Council's Housing Access and Support team and some services provided by Registered Social Landlords (RSLs).

Charges for residential services are made in accordance with the national Charging for Residential Accommodation Guide (CRAG).

## SELF-DIRECTED SUPPORT

The Social Care (Self-Directed Support) (Scotland) Act 2013 came into effect on 1 April 2014. This act changed the way in which local authorities and Health and Social Care Partnerships deliver social care and support services. Self-Directed Support (SDS) is all about individuals having **choice, control and flexibility** around the means by which their identified support needs are met.

Following assessment, most individuals will be offered the choice of **4 options** in relation to how they receive a service. SDS is not available for residential services or for certain individuals who lack the capacity, or legal representation, to direct their own support.

The 4 options are: -

Option 1 Direct Payment - the supported person manages and administers their own personal budget which is paid into a separate bank account opened by the individual and managed separately from any other accounts they have. Direct payments can be used to purchase services from a care services provider or agency, including ACHSCP, or it can be used to employ a Personal Assistant (PA).

Option 2 Directing the available support – with this option the individual still has choice and control over the support they get, but elects for a 3<sup>rd</sup> party, which could be ACHSCP or another independent provider, to manage the budget rather than doing this themselves (as with option 1).

Option 3 Local authority arranged care – this option is where the supported person elects to have ACHSCP arrange the support. This is the default option for those who do not have the capacity or legal representation to make a choice.

Option 4 Any combination of the above - the supported person chooses a mixture of any of the first 3 options, probably different choices for different aspects of their agreed outcomes.



## INDIVIDUAL BUDGETS

The assessment process will indicate an individual's needs and a support plan to meet those needs will be generated. In order to provide as much equity as possible across the SDS options, the total cost of providing the care and support is calculated and this determines the Individual Budget for those using option 2 and 3 and anyone using option 1 to purchase their package of care from a care service provider/agency.

The majority of ACHSCP social care services are externally commissioned from third and independent sector partners. The cost of the care and support is calculated from the absolute (or average where multiple rates exist) **equivalent commissioned rate (ECR)**.

A separate rate is calculated for those using option 1 to employ their own **Personal Assistant** as this situation does not incur the same overhead costs as care service providers however there are specific costs related to becoming an employer (such as pensions, insurance etc.) that are taken into account.

The Individual Budget is the starting point for the calculation of the contribution individuals will be asked to make towards the cost of their care. Initially a "**Planning Amount**" is calculated for the individual budget. This can be adjusted once the actual services are identified. These services take account of particular circumstances, levels of need or availability of service provision. For example, the planning amount, although based on an equivalent rate to the average rate of commissioned services may be insufficient, as due to the complexity and intensity of need, service provision is limited and attracts a premium rate.

The following support services provided centrally by ACHSP and ACC staff are **exempt** from being considered as part of the cost of a package of care and support:

- Information and Advice
- Needs Assessment
- Care Management
- Housing Support provided by ACC Internal Team

In order to make best use of limited resources and ensure equity of decision making across individuals and services, the approval for significant packages of care, either new packages or changes to existing packages, is sought from the **Resource Allocation Panel (RAP)**. The RAP meets regularly (currently fortnightly) and consists of Adult Social Care Service Managers and Finance colleagues. It considers the detail of the care to be provided and the costs identified.

There will be times where care is required to be delivered immediately. In such **emergency situations**, a Service Manager can authorise the care to be commenced in the absence of an Individual Budget being set and/or approval from the RAP. Retrospective budget setting is undertaken, and retrospective approval from the RAP sought. No client contributions are collected initially although the client will be advised that should the financial assessment indicate that a contribution is to be made this will be collected from an agreed point, normally the point the individual is advised what the value of that contribution will be.

## WHAT WE CHARGE FOR

Those services that are in scope for charging, are:

- **Care at Home – Non-Personal Care:** including laundry and other domestic support
- **Supported Living** (commissioned mainly for clients with learning difficulties or mental health problems)
- **Housing Support** (provided in Amenity+ Housing (in transition blocks) \*)
- **Housing Support** (provided in Sheltered Housing (Aberdeen City Council (ACC))
- **Housing Support** (provided in Very Sheltered and Extra Care Housing) (Bon Accord Care (BAC). Description of service provided in Appendix A on page 17)
- **Housing Support** (in Registered Social Landlord (RSL) properties NB: this is currently capped at 50% of the total cost of the charge)
- **Outreach Housing Support** (if this is to be provided for more than 2 years)
- **Day Care** (care provided at a Day Centre or other community location, for varying periods across the week, to help people maintain or regain their independence and/or provides carers with a short break from their caring role)
- **Day and home-based Respite services \*\***, (care provided in a Day Care setting or the supported person's own home that either provides additional temporary care or provides carers with a short break from their caring role)
- **Social/Educational/Recreational Support** (this would cover 1:1 support, sitting service/family support and support to attend college etc):
- **Community Alarm Telecare** (the equipment that allows emergency help to be called at any time, day or night and the service provided for Amenity Housing)
- **GPS option for Community Alarm Telecare** (in conjunction with the Community Alarm equipment, the option that allows an individual's movements to be monitored through GPS)
- **Overnight/Residential Respite Services \*\*** (care provided in a residential setting that either provides additional temporary care to the supported person or provides carers with a short break from their caring role).
- **Meals provided at Day Care**
- **Meals provided at Very Sheltered Housing**
- **Meals provided in the Community**

\* Amenity+ is housing designed and adapted for people usually 55 years and above with functional and support issues including a 24-hour response service.

\*\*Respite services are only chargeable if they are provided for the benefit of the cared for person. If the respite is provided to meet the needs of the carer as identified in an Adult Carer Support Plan or a care assessment, then the charges must be waived under the Carers (Waiving of Charges for Support) (Scotland) Amendment Regulations 2018.

## HOW WE CHARGE

Not all of the chargeable services listed above are included in individual budgets and not all form part of the financial assessment for charging. Some will be charged at a flat rate (FR) and others at the equivalent commissioned rate (ECR). The table below indicates the arrangements for each chargeable service.

Chargeable Service	Individual Budget	Financially Assessed	FR or ECR
Care at Home – Non-Personal Care	Y	Y	ECR
Supported Living	Y	Y	ECR
Housing Support (Amenity+ (in transition blocks),	N	Y	FR
Housing Support Sheltered Housing) (ACC)	N	Y	FR
Housing Support (Very Sheltered and Extra Care Housing) (Bon Accord Care (BAC))	N	Y	ECR
Housing Support (RSLs)	Y	Y	ECR
Outreach Housing Support (if this is expected to be provided for more than 2 years)	N	Y	FR
Day Care	Y	Y	FR
Day and Home-Based Respite	Y	Y	ECR
Social/Educational/Recreational Support	Y	Y	ECR
Community Alarm Telecare	N	N	FR
GPS Option for Community Alarm Telecare	N	N	FR
Overnight/Residential Respite	Y	Y	FR
Meals (provided at a Day Centre)	N	N	FR
Meals (provided at Very Sheltered Housing)	N	N	FR
Meals (provided in the community)	N	N	FR

Although some elements may not be financially assessed a financial assessment may still be undertaken to determine an individual's contribution in relation to other elements of their care.

**Appendix B on page 18** - provides the list of current flat rate charges. This policy and the rates charged will be **reviewed on an annual basis** in line with the annual uplift negotiated for commissioned services and the annual review of the guidance in relation to charging produced by COSLA.

## EXEMPTIONS

The following are exempt from being asked to contribute towards the cost of their care and support:

- People who have a progressive disease where death as a consequence of that disease can be reasonably expected within 6 months (as evidenced through consultation with a health care professional e.g. DS1500, or letter). The exemption is not limited to the 6 months.
- People aged over 65, or under 65 who are deemed to require it, receiving Personal Care in their own home (Personal Care element only)
- People aged over 65, or under 65 who are deemed to require it, receiving new or additional care in their own home following a one-off hospital discharge for 42 days in accordance with national guidance, and subject to the eligibility criteria
- People with a mental illness who are subject to Compulsory Treatment Orders under the Mental Health (Care and Treatment) (Scotland) Act 2003
- People in receipt of Criminal Justice Social Work Services, including those who are subject to Compulsion Orders under the Criminal Procedure (Scotland) Act 2003
- Services for people who are subject to the conditions of a Short Scottish Secure Tenancy (SSST)
- Outreach Housing Support Services to people in receipt of support as a result of the Housing Support Duty (Scotland) 2012 where the support is likely to last under two years.
- Carers who are eligible for the provision of services to allow them a break from their caring roles, where this need has been identified following an Adult Carers Support Plan or care assessment
- Any service provided to children under 18 years of age.

NB: The preparation of food where it is in conjunction with free personal care is also exempt from charging.

Should a supported person's circumstances change the onus is on them to alert ACHSCP and request a review of their care and charging arrangements.

## TRANSPORT

Those who are in receipt of the Higher Disability Living Allowance (DLA) Mobility Component or equivalent Personal Independence Payment (PIP), and/or those who have Motability vehicles will **not** also be entitled to free transport to services. Should these individuals choose to use the transport provided then a charge equivalent to the rate levied for Community Transport will be raised. Currently this is £3.10 per single journey and £5 per return.

## FINANCIAL ASSESSMENT

Once it has been determined that a supported person is eligible for a service and that service is chargeable and no exemptions apply, the individual's level of contribution will be determined using a process known as a **financial assessment**. The services received will always be based on the supported person's needs and the contribution will be based on their **ability to pay**. Many people either contribute nothing to the cost of their care or only pay part of the cost. Everyone is liable to pay their contribution from the day the care and/or support is provided and, normally, invoices will be raised from that date.

The **forms** required to undertake a financial assessment are available from care management staff and support is available to complete them. The forms request details of an individual's **income, assets and expenditure**. Details of what is taken into account and what is disregarded is given in the section entitled Income and Allowances later in this policy. All details will be captured even although some of this may be disregarded during the financial assessment process. If a supported person has appointed someone else to manage their financial affairs, they will be contacted to assist with the assessment process.

The financial assessment is undertaken by a dedicated team within the Finance section of Aberdeen City Council. The outcome of the financial assessment confirming the level of the contribution required will be advised to the supported person by letter. Individuals have the **right to appeal** against the advised level of contribution they are expected to pay (see later section entitled Appeals). In certain circumstances, the Chief Finance Officer of ACHSCP can authorise the charge for an individual's contribution to be **waived** (see later section entitled Waiving of Charge).

Individuals can choose whether to divulge their finances. Where the supported person **refuses a financial assessment, or refuses to provide the information requested**, it will be assumed that they can make the **full contribution** towards the cost of their package of care and support and full costs will be invoiced from the day care provision started.

The supported person will be **financially assessed as an individual**. Income of others in the household/family is not taken into account. If a person is married or living with a partner, half of the rent or mortgage, council tax, board and lodgings, property insurance will be allocated as allowances. Any joint bank accounts, investments or savings will be divided equally between the joint owners and only the supported person's share will be taken into account.

It is the responsibility of the supported person to advise if their situation changes, as their contribution may need to be adjusted. Financial Assessments will be **reviewed on an annual or as requested basis**.

## INCOME MAXIMISATION

During the financial assessment, consideration will be given as to whether an individual should be referred for a **benefit check** to ensure they are in receipt of all of the appropriate income available to them dependant on their individual circumstances. This will only be done with the supported person's permission. The check will be undertaken by the Financial Inclusion Team (FIT) which is managed separately, out with Social Care Services.

## INCOME AND ALLOWANCES

The first step in assessing whether an individual will contribute to their care is to consider what **income** they have. This may be from employment, pension, or benefits. This type of income is relatively straightforward to evidence via payslips, official documents and/or bank statements.

If someone has significant capital (property, investments, savings etc.) then a notional income from the total value of these is calculated and also considered. This is known as **tariff income**. Types of capital include:

- Property
- National Savings Certificate
- Premium Bonds
- Stocks and shares
- Individual Savings Accounts
- Personal Equity Plans (ISAs PEPs)
- Savings held in building society and bank accounts

Please note this is not an exhaustive list.

The value of the **property**, where an individual lives, is not normally considered. However, the value of any other property that the individual owns will be.

When considering tariff income the first **£10,000** of capital/savings is **disregarded**. Individuals with capital above **£16,000** are asked to make the **maximum contribution**.

Between £10,000 and £16,000 the weekly tariff income is calculated at **£1 for each additional £500 or part thereof rounded up to the nearest pound**. This calculation is part of the guidance to all local authorities received from COSLA.

Tariff Income Calculation Example	
Total Capital	£13,458.47
Disregard	<u>-£10,000.00</u>
	=£ 3,458.47
Tariff Income = £3,458.47 divided by £500.00 = £6.91	
In this example the tariff income figure would be £7.00	
(£6.91 rounded UP to the nearest whole pound)	

There are specific **household costs** which may be deducted from income before a contribution is assessed. These are subject to variation but currently include:

- Rent (including Factors fees in flatted properties)
- Council Tax (including water and sewerage costs)
- Mortgage/Mortgage Interest Payments
- Property insurance premiums

NB: If a person is actually paying a higher rate for any of these costs due to a recouping arrangement for arrears only the **normal rate** that they should be paying will be deducted.

There are some **types of income sources** or amounts that are wholly or partially disregarded. These include:

- Housing Benefit (or that element of Universal Credit that covers this)
- War Pensions
- Pensions Savings Credit

Further detail is available is available via care management or the Finance Team.

There is no set disregard for **dependent children** however, income derived from all benefits paid on behalf of dependent children will be disregarded.

There are a number of other disregards which are applied if the supported person is **married or in a civil partnership**.

Where an individual has **debts**, these are not an allowable deduction however this can form the basis of a request to waive any contribution (see later section).

The National Guidance on Charging for non-residential services suggests a guaranteed weekly minimum amount of income known as a **personal allowance** (intended to cover daily living costs such as food, clothing, heating and electricity etc) below which a person is not required to contribute to the service(s) they receive. These are known as minimum income thresholds and are currently **£135** for someone under pension qualifying age and **£210** for someone over it.

Where assessable / available weekly income (total income minus total allowances) is **less than the income threshold** the individual will **not be charged** for a care and support service.

If the available weekly income is **more than the income threshold** the supported person may be asked to contribute towards the cost of their care and support services provided.

## CALCULATING THE CONTRIBUTION

There are 3 steps to calculating the contribution: -

### Step 1: A “maximum income” contribution

A **taper** is applied on available income which is currently set at **67%** to provide the maximum contribution an individual could be expected to make, regardless of the cost of their care and support. That means that if the supported person has a possible contribution of £100, the expectation would be that they could pay £67. This is known as the individual's **Net Disposable Income**. The contribution would never exceed the cost of their care and support, or the amount allocated as their individual budget. Where a supported person receives multiple services, their available income should be split evenly across all chargeable services.

#### **Maximum Income Calculation Example**

*Supported Person A is 58 years of age with a weekly income of £315.40 and has no capital.*

<i>Total Weekly Income</i>	<i>£315.40</i>
<i>Total Allowable Expenses and Disregards</i>	<i>-£ 81.40</i>
	<i>£234.00</i>
<i>Less Personal Allowance</i>	<i>-£134.00</i>
	<i>£100.00 (available income)</i>

*67% taper applied (“Available” Income x Percentage Taper) £100 x 67% = **Net Disposable (Available) Income of £67.00 per week***

*So, supported person A would be assessed as being able to contribute up to £67.00 per week towards the cost of their care and support package.*

### Step 2: Maximum Cost of Care and Support Package Contribution

The full cost of the chargeable element of the package of care and support or the individual budget will be identified however the **maximum contribution** an individual will make is **70%**.

#### **Cost of Care Package Calculation Example**

*Supported Person A (as in above example) has been assessed as eligible for care and support to achieve agreed outcomes. The total weekly cost of the chargeable element of the Care Package is £201.70 pw and this is their Individual Budget.*

**Maximum Contribution = 70% of £201.70 i.e. £141.19 per week**



### **Step 3: The “lowest figure” calculation**

The supported person’s confirmed actual contribution amount will be the lowest figure of Step 1: Net Disposable Income and Step 2: Maximum Cost of Care Package Contribution.

#### **Lowest Figure Example**

Supported Person A will contribute the lowest figure out of the Maximum Income Contribution and the Maximum Cost of Care and Support Package Contribution which in this individual case = **£67.00 per week**. NB: Supported person A may still be required to pay an additional amount for non-assessed services such as meals.

## PAYMENT OF CONTRIBUTION

If, following a financial assessment, an individual has been assessed as being able to make a contribution, the charge will be based on the allocated individual budget. How this is paid will be **determined by the SDS option they have chosen**. Regardless of the option contributions are made **from the day the care and/or support is provided** and, normally, the calculation will be made on the invoice raised from that date.

For option 1, Direct Payment the payment will be made **net** of the amount of the assessed contribution (i.e. the assessed contribution will be deducted before the payment is made). This will be paid 4-weekly in advance directly into the supported person's bank account. Where a managed payroll provider is being used payments will be made gross and the supported person will be invoiced for their contribution on a 4-weekly basis.

For option 2, Individual Service Fund, the contribution will either be collected from the individual via invoice on a 4-weekly basis where ACHSCP is managing the budget **or** the budget will be paid to the 3<sup>rd</sup> party **net** of the amount of the assessed contribution (i.e. the assessed contribution will be deducted before the payment is made).

Where the supported person chooses to engage with an agency whose charges are higher than the amount allowed for in the budget there is an expectation that the supported person will be **liable for the additional cost**. Before deciding to go ahead with an agency, the supported person should ask questions about the fee and what it covers. They will be supported to do this by their care manager and/or the SDS team.

For option 3, where an individual's care and support is arranged by ACHSCP, the supported person will be **invoiced for their contribution** on a 4-weekly basis.

## RECONCILIATION

Arrangements for care change constantly. Supported people's needs and their personal circumstances change. A spell in hospital means that planned care is not received, or a fall or illness could mean care provision needs to increase on a temporary basis.

Individuals are **liable to pay their contribution as long as the care is being received**. If a person goes into hospital, into residential respite or is away on a planned break for a period of time, they are not liable for a contribution as long as they are not receiving the care. If care is arranged but is not able to be delivered, for example if carers are refused entry, the supported person is still liable for their contribution. Invoices will be raised to an individual's estate, after death, as long as there is a Next of Kin or Power of Attorney dealing with this. Invoices will be raised as soon as possible, and the Next of Kin or Power of Attorney will be advised of the anticipated final value.

In terms of charges for Housing Support in Sheltered and Very Sheltered Housing, and for Community Alarm Telecare (with or without the GPS option) these are **linked to the tenancy/equipment still being in place** so the charge will **continue** during periods of temporary absence. Charges will normally begin on the date the tenancy started and/or equipment installed. If a supported person goes into hospital prior to the end of their tenancy, charges will cease at the point they went into hospital.

Some charges are made in advance. Should the liability for the charge cease prior to the end date of the charged period an adjustment will be made accordingly.

For all care related charges, **a reconciliation exercise will be undertaken quarterly**. Should supported people have over contributed to the care they received during that quarter this will be credited back to them. Only if any under contribution is significant i.e. **greater than 33% above their normal contribution**, will consideration be given to requesting top up payments to cover the additional contributions. Approval to seek top ups can only be given by the **Chief Financial Officer**. In such circumstances this will be discussed fully with the supported person and arrangements for payment agreed in advance of any invoice being issued.

## **NON-PAYMENT**

If the supported person has been assessed as being able to contribute, but does not, ACHSCP reserves the right to pursue them for the sums owed. Non-payment of a valid, assessed charge will be pursued in accordance with Aberdeen City Council's Service Income Policy.

If the supported person is having problems making their contribution, they should advise their key worker (e.g. Care Manager) as soon as possible and the worker will arrange for a financial re-assessment, or for an application for a temporary waiving of their contribution to be made. The worker may signpost them to the Financial Inclusion Team or elsewhere for support as required

## **REVIEW**

A review of the financial assessment can be triggered under the following circumstances:

- i) The assessment has been carried out in ignorance of, or with a mistake as to, a material fact, in which case the new decision takes effect from the date of the decision (i.e. retrospectively) it replaces or;
- ii) There has been a relevant change in the supported person's circumstances, in which case the new decision takes place with effect from the date of the change in circumstance.

A review should be requested within one month of the supported person being notified of the outcome of their financial assessment. The request should be made to care management who will liaise with the Finance Team

## **APPEAL**

An appeal against the review decision can be requested. The request should be made via Care Management who will pass it on to a Service Manager.

The Appeals Panel will meet to consider:

- That the supported person is not satisfied with the financial assessment following review and considers that all relevant facts have not been taken into account;
- That the service user considers that the financial assessment has not been calculated in accordance with the Contributing to Your Care and Support Policy.

It is expected that the Appeals Panel will meet within four weeks of the request being made. The decision of the Appeals Panel will be notified to the supported person in writing within 5 days of the panel meeting and the decision of the Appeals Panel will be final.

## **WAIVING OF CHARGE**

A waive of charge may be requested when the supported person does not consider him/herself capable of paying all or part of the assessed care contribution.

A contribution towards a package of care and support can only be waived by the Chief Finance Officer of ACHSCP and/or the Chief Officer – Finance, of Aberdeen City Council. The latter requires to be involved if the waiver includes reduced income from Housing Support that ACC provides or commissions. Each case will be considered on its own merits.

If the supported person feels that their contribution should be waived, they should tell their key worker (e.g. care manager, care co-ordinator) as soon as possible and the worker will arrange for their case to be reviewed by a Service Manager. The supported person should expect to receive a decision within 4 weeks, although this will depend on whether there is a need to contact the supported person to gather more information.

If the waiver request is not submitted early enough and an invoice is already raised AND agreement is subsequently given for the charge to be waived, any outstanding invoices need to be treated under the debt recovery process with only the Chief Officer – Finance, of ACC having the authority to write these off.

## **COMMENTS AND COMPLAINTS**

Supported people have a right to complain or comment under the Aberdeen Health and Social Care Partnership's Complaints, Rights and Enquiries (CRE) process. Anyone wishing to do this should be referred to the "Have Your Say" leaflet which is available from Social Care offices, from the Council's website or by contacting [CustomerFeedback@aberdeencity.go.uk](mailto:CustomerFeedback@aberdeencity.go.uk), telephone 01224-523058

## **APPENDIX A: HOUSING SUPPORT SERVICE**

- Develop, review and monitor individual support plans to ensure needs are met;
- Provide a daily welfare check;
- Support with basic domestic tasks e.g. emptying bins and light domestic work (NB: provided if individual is temporarily unable to undertake these due to illness)
- Support good relations with neighbours;
- Promote and encourage the organisation of and participation in social and learning activities, and support to attend them within the complex. This includes lunch clubs, physical activities, social events, intergenerational work such as nursery and school visits;
- Help to arrange appointments with your GP, nurse and other relevant professionals;
- Support and work with carers, relatives and friends to meet needs;
- Assistance to deal with letters, bills, benefit claims, financial assessments;
- Promote involvement in the development of the service, and support links with your local community;
- Signposting to access other relevant services;
- Respond to emergencies 24 hours per day – Support Workers are on site during the day and a mobile responder service overnight.
- Assistance with the security of the complex;
- Support to arrange repairs of your property;
- Ensure that all health and safety regulations are adhered to, including carrying out risk assessments, fire safety checks, alarm and emergency call system tests to provide a safe and secure environment.

## APPENDIX B

The following is a list of flat rate charges in relation to services provided that are not included in Individual Budgets.

<b>Service Provided</b>	<b>Charge</b>
Housing Support (Amenity, Amenity+ (in transition blocks), and Sheltered Housing)	£5.00 per household per week
Housing Support in Sheltered Housing (ACC)	£13.16 per household per week
Housing Support (Very Sheltered and Extra Care Housing) (BAC)	£35.80 per household per week
Outreach Housing Support (if this has to be provided for more than 2 years)	£15.50 per hour
Day Care	£8.40 per session
Telecare Community Alarm	£3.50 per week
GPS Option for Telecare Community Alarm	£3.50 per week
Overnight/Residential Respite	£147.00 per week
Meals provided at Day Care	£4.00 per session
Meals provided at Very Sheltered Housing	£4.00 per meal
Meals provided in the community	£4.00 per meal

## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	City Growth and Resources
<b>DATE</b>	06 June 2019
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Town Centre Capital Grant Fund
<b>REPORT NUMBER</b>	PL/19/290
<b>DIRECTOR</b>	Not Applicable
<b>CHIEF OFFICER</b>	Richard Sweetnam
<b>REPORT AUTHOR</b>	Susan Cameron
<b>TERMS OF REFERENCE</b>	Purpose 1 - To approve and monitor appropriate short, medium and long term financial strategies and plans for the Council in light of available funding Purpose 2 - To approve the addition of new projects and associated budgets to the capital programme, to approve additional funding for existing projects

### 1. PURPOSE OF REPORT

- 1.1 The purpose of the report is to present the options provided by officers for project proposals and seek approval to distribute the allocation of funds to each project in relation to the Scottish Government Town Centre Capital Grant where Aberdeen City Council received an allocation of £1,351,000 in March 2019.

### 2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Note the funding of £1,351,000 allocated to Aberdeen City Council from the Scottish Government Town Centre Capital Fund;
- 2.2 Discuss the list of projects provided by officers at Appendix 2 and determine which projects are to be taken forward; and
- 2.3 Delegate authority to the relevant project Chief Officer, following consultation with the Head of Commercial and Procurement Services, to consider and approve business cases (including estimated expenditure) for the recommended projects for the purposes of Procurement Regulation 4.1.1; and thereafter to procure appropriate works and services, and enter into any contracts necessary for the delivery of the recommended projects without the need for further approval from any other Committee of the Council.

### **3. BACKGROUND**

- 3.1 The Scottish Government announced in January 2019 that there would be a new ring-fenced capital fund of £50,000,000 which would be distributed to local authorities based on the number and size of each local authority's town centres. This fund is referred to as the Town Centre Capital Fund.
- 3.2 The broad aims of the fund are to; stimulate and support a wide range of investments which encourage town centres to diversify and flourish; create footfall through local improvements and partnerships. Specifically, this fund will contribute to transformative investments which re-purpose and diversify town centres.
- 3.3 The fund also aims to; deliver against the themes of the Town Centre Action Plan including town centre living and supporting town centres to be vibrant, accessible and enterprising places. This could include re-purposing buildings for housing, retail, business, social and community enterprise, services, leisure, and culture, tourism and heritage; and, improving access and infrastructure.
- 3.4 Alongside the grant there are accompanied grant conditions which must be adhered to in order to spend the grant. These conditions are included in full within the Grant Funding Offer Letter (Appendix 1). The main conditions to be noted for the purpose of this report are;
- The grant is for capital expenditure which is additional to that which is already or would otherwise be allocated to the 2019/20 budget; and, should not substitute for existing spend. Demonstration of how the expenditure with this grant is additional to budgeted spend is required within the final reporting to the Scottish Government.
  - Decisions on use of funding will reside with the grantee. It is expected that local authorities make investment decisions in the context of national and local commitments to town centres including the Town Centre First Principle and the Town Centre Action Plan; and more recently, the Place Principle. As such, it is expected that investment decisions are based on approaches which are collaborative and place based with a shared purpose; and, make use of tools and support developed by the Scottish Government, Scotland's Towns Partnership and other key partners.
  - The Grant is to be used in the financial year 2019-20. There is an assumption that the Grant will be applied to finance local authority capital programmes before the application of any other capital or revenue resources such as capital receipts or borrowing.
- 3.5 Upon being informed that Aberdeen City Council would be in receipt of the funds an internal consultation process commenced providing the opportunity for projects to be tabled for consideration. Directors and Chief Officers were asked to present forward their project ideas and the recommended projects are outlined in the table below and in more detail within Appendix 3 Town Centre Capital Fund – Description of Projects.



<b>Project Proposal</b>	<b>Locality</b>	<b>Estimated Cost</b>	<b>Timescale</b>
Hayton Road – Street Design Project co-funding from Sustrans which will improve the walking and cycling in the area including environmental improvements	Tillydrone	£90,000	Work around architect's design have already commenced so completion would be on track for April 2020
Parklets Development (Huntly Street and Castlegate) – taking unused spaces and making them more useable i.e. seating area, tables, bike racks etc.	City Centre	£80,000	Works/contracts to be started/signed before April 2020
Suspended Signage	City Centre	£400,000	Works/contracts to be started/signed before April 2020
Intelligent Street Lighting Phase 2 – using smart technology to improve the current lighting in the city especially for events and to improve safety in the city centre.	City Centre	£125,000	Estimated Completion of September 2019
Union Street Public Realm – Phase 2	City Centre	£380,000	Works/contracts to be started/signed before April 2020
Mither Kirk – funding requested for the replacement heating system	City Centre	£390,000	Works/contracts to be started/signed before April 2020
Archibald Simpson House Creative Hub Space	City Centre	£120,000	Works/contracts to be started/signed before April 2020
Living Wall – Flourmill Lane	City Centre	£60,000	Works/contracts to be started/signed before April 2020
<b>Total</b>		<b>£1,645,000</b>	

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 Funding has been allocated by Scottish Government and is in addition to the Council's budget. There are specific funding requirements as outlined in section 3.4 and it is essential that the projects comply with the set requirements to avoid issues around eligibility.
- 4.2 The allocated funding is additional to the approved council budget so is an opportunity to deliver priority capital projects in the City that might otherwise not have had the full financial commitment.
- 4.3 The proposed project list totals £1,645,000. Members will require to determine which projects should proceed with the available funding.

## 5. LEGAL IMPLICATIONS

- 5.1 By accepting the grant ACC has agreed to the conditions outlined in the grant offer letter and the legislative details that are contained within. The grant has been allocated under the grant making powers of Scottish Ministers; Section 37 of the Local Government in Scotland Act 2003 - Scottish Ministers may make grants to local authorities in respect of their capital expenditure. Capital expenditure that falls to be capitalised in accordance with proper accounting practices (section 39 of the Act)
- 5.2 Procurement implications will be managed on an individual project basis and outlined in the project business cases post funding award.

## 6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
<b>Financial</b>	As per the grant conditions the money must be spent by the end of Financial Year 2019/20	M	Projects benefiting from the fund will have undertaken measures which will take into account the delivery timescales of the project. Close project monitoring will take place throughout to ensure these timescales will be met.
<b>Legal</b>	Grant conditions not being met	L	From the project outset officers are aware of the conditions that need to be complied with so not meeting the grant conditions should be avoided.
<b>Employee</b>	No risks identified		None
<b>Customer</b>	Residents of the identified town centres will not benefit from the enhancement of the area if the project does not fulfil grant conditions	M	It is the intention to fulfil the grant conditions and to spend the allocated amount therefore enhancing the areas in question
<b>Environment</b>	No risks identified		None
<b>Technology</b>	Technology implemented via the 2 technology based proposals does	M	Maintenance will be considered and covered in

	not work and requires a large degree of maintenance		any technology-based contracts signed.
<b>Reputational</b>	Risk of reputational damage with the relationship with Scottish Government if we do not spend the funds in accordance to the grant conditions therefore potentially impacting on future funds received from Scottish Government	L	It is the intention to spend the allocated amount and ensuring that the conditions of grant are met accordingly, informing Scottish Government of any deviation, or issues along the way

## 7. OUTCOMES

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	Each individual Project has completed section 7; contained within Appendix 3
<b>Prosperous People</b>	Each individual Project has completed section 7; contained within Appendix 3
<b>Prosperous Place</b>	Each individual Project has completed section 7; contained within Appendix 3

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	Each individual Project has completed section 7; contained within Appendix 3
<b>Organisational Design</b>	Each individual Project has completed section 7; contained within Appendix 3
<b>Governance</b>	Each individual Project has completed section 7; contained within Appendix 3
<b>Workforce</b>	Each individual Project has completed section 7; contained within Appendix 3
<b>Process Design</b>	Each individual Project has completed section 7; contained within Appendix 3
<b>Technology</b>	Each individual Project has completed section 7; contained within Appendix 3
<b>Partnerships and Alliances</b>	Each individual Project has completed section 7; contained within Appendix 3

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	Not required
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not required

## 9. BACKGROUND PAPERS

None

## 10. APPENDICES (if applicable)

1. Grant Offer Letter
2. Town Centre Capital Fund – List of Projects
3. Town Centre Capital Fund – Description of Projects

## 11. REPORT AUTHOR CONTACT DETAILS

Name: Susan Cameron  
Title: External Funding Officer  
Email Address: [suscameron@aberdeencity.gov.uk](mailto:suscameron@aberdeencity.gov.uk)  
Tel: 01224 523885



T: 0300 244 5937  
E: Shirley.laing@gov.scot

***By e-mail***

To: Local Authority Directors of Finance  
c.c: Chief Executives of Scottish Local  
Authorities  
Directors of Economic Development and  
Regeneration

7 March 2019

Dear Director of Finance

**TOWN CENTRE FUND - CAPITAL GRANT 2019-2020**

1. The Scottish Ministers, in exercise of their powers under legislation detailed in Schedule 1 of this Offer Letter, hereby offer to local authorities (“the Grantees”) grant totalling £50 million STERLING (with individual allocations as per Schedule 2), payable in the financial year 2019-20, to finance capital investment, subject to the terms and conditions set out below at paragraph 2 onwards.

**Definitions and Interpretation**

2. In these Conditions, the words and expressions set out in Schedule 3 shall have the meanings ascribed to them in that Schedule.
3. In these Conditions, unless the context otherwise requires, words denoting the singular shall include the plural and vice versa and words denoting any gender shall include all genders.
4. The headings in these Conditions are for convenience only and shall not be read as forming part of the Conditions or taken into account in their interpretation.
5. Except as otherwise provided for in these Conditions, any reference to a clause, paragraph, sub-paragraph or schedule shall be a reference to a clause, paragraph, sub-paragraph or schedule of these Conditions.

**Purpose of the Grant**

6. The Grant is to enable local authorities to stimulate and support place based economic investments which encourage town centres to diversify and flourish, creating footfall through local improvements and partnerships. Specifically, this fund will contribute to transformative investments which drive local economic activities and re-purpose town centres to become more diverse, successful and sustainable.

7. In particular, the grant will fund a wide range of investments which deliver against the themes of the Town Centre Action Plan including town centre living and supporting town centres to be vibrant, accessible and enterprising places. This could include re-purposing buildings for housing, retail, business, social and community enterprise, services, leisure, and culture, tourism and heritage; and, improving access and infrastructure.

### **Conditions of the Grant**

8. The grant is for capital expenditure which is additional to that which is already or would otherwise be allocated to the 2019/20 budget; and, should not substitute for existing spend.
9. Decisions on use of funding will reside with the grantee. It is expected that local authorities make investment decisions in the context of national and local commitments to town centres including the Town Centre First Principle and the Town Centre Action Plan; and more recently, the Place Principle. As such, it is expected that investment decisions are based on approaches which are collaborative and place based with a shared purpose; and, make use of tools and support developed by the Scottish Government, Scotland's Towns Partnership and other key partners; and, take account of further guidance outlined in Schedule 4.
10. The Grant may also be used to fund third party capital expenditure in the current year, either directly or through the provision of grants to third parties (public sector bodies, private sector bodies or individuals) which would, if incurred by the local authority, be capital expenditure. Limitations apply and these are detailed in Schedule 1.
11. The Grant is to be used in the financial year 2019-20. There is an assumption that the Grant will be applied to finance local authority capital programmes before the application of any other capital or revenue resources such as capital receipts or borrowing.
12. Should any grant be used to fund third party capital expenditure and that third party is another local authority or a public body the grant must be used by that third party in the financial year 2019-20. Should the grant be made to a local authority controlled company or other body that will be consolidated into the council's group accounts the grant must be used by that body in the financial year 2019-20.
13. For the avoidance of doubt no part of the grant may be transferred to the Capital Fund, nor may any part of the grant be used to meet the costs of debt redemption.
14. No part of the grant may be used to fund any 'capital' injection into a Public Private Partnership (PPP) or similar scheme without the written consent of Scottish Ministers.
15. Where the local authority provides grant to any person, whether for use by that person or by a third party, the conditions attaching to the grant award must ensure that the expenditure it funds would, if incurred by the authority, be capital expenditure. The grant conditions must also ensure that the eligible costs exclude reclaimable Value Added Tax. Where the grant is to another local authority or public body, or a body that is consolidated into a local authority group accounts, the conditions attaching to that grant award must ensure the grant is fully used in the financial year 2019-20.

16. Any grant paid to a third party subsequently repaid to the local authority, may only be used to fund further capital investment as permitted by this agreement. This condition only applies where the grant is repaid within five years of the original grant payment.
17. If the Grantee does not use the grant in the financial year 2019-20, unused grant is to be repaid to the Scottish Government unless otherwise agreed in writing by Scottish Ministers. It is expected that work will be completed; or, at least work or contracts signed or commenced within 2019-20.
18. No part of the Grant shall be used to fund any activity or material which is party political in intention, use, or presentation or appears to be designed to affect support for a political party.
19. Revisions to the conditions of this offer shall be subject to the written agreement of the Scottish Ministers.

### **Conditions of grant – reporting of 2019-20 expenditure**

20. The Grantee shall keep the Scottish Ministers informed of the use of their grant through the submission of a third quarter return in November 2019 and a year end return; and, an end of year report which details financial expenditure; shows how this was additional to existing spend; profiles delivery; and, outlines anticipated impact and outcomes and how these will be measured. The final report will also contribute to a wider publication to describe how local authorities have delivered the Town Centre Fund and share learning. The two returns will show estimated and actual spend by the financial year end. It is expected that the grantee will notify the Scottish Ministers as soon as possible at any point in the year if an underspend is anticipated; and, the return in November 2019 will be crucial in highlighting a risk of underspend.
21. A statement of compliance with the Conditions of Grant will be included in the Final Capital Return 2019-20 which must be certified by the grantee's Director of Finance or equivalent.
22. The Grantee shall also provide any other information that the Scottish Ministers may reasonably require to satisfy themselves that the expenditure is consistent with the Agreement. The Grantee shall provide the Scottish Ministers with prompt access to any information they reasonably require to ensure compliance with these Conditions.
23. The Grantee shall keep and maintain for a minimum period of 5 years after the expenditure occurs, adequate and proper records and books of account recording all receipts and expenditure of monies paid to it by the Scottish Ministers by way of the Grant. The Grantee shall afford the Scottish Ministers, their representatives, the Auditor General for Scotland, his/her representatives and such other persons as the Scottish Ministers may reasonably specify from time to time, such access to those records and books of account as may be required by them at any reasonable time in response to a written request for such access from the person seeking it. The Grantee shall provide such reasonable assistance and explanation as the person carrying out the inspection may from time to time require.

24. Where the grantee uses the Town Centre Fund Capital Grant to fund third party capital projects the grant should be treated, for annual accounts purposes, as service revenue income in the Comprehensive Income & Expenditure Statement (CIES). This will therefore require that General Capital Grant used to support third party capital expenditure be matched, on the same CIES service line, to the grant paid out or direct expenditure paid by the authority.

### **Payment of Grant**

25. The Grant shall be paid by the Scottish Ministers to local authorities quarterly in April 2019, July 2019, November 2019 and March 2020.

### **Confidentiality and Data Protection**

26. To comply with section 31(3) of the Public Services Reform (Scotland) Act 2010, the Scottish Ministers publish an annual statement of all payments over £25,000. In addition, in line with openness and transparency, the Scottish Government publishes a monthly report of all payments over £25,000. The Grantee should note that where a payment is made in excess of £25,000 there will be disclosure (in the form of the name of the payee, the date of the payment, the subject matter and the amount of grant) in the both the monthly report and the annual Public Services Reform (Scotland) Act 2010 statement.

### **Default**

27. The Scottish Ministers reserve the right to withhold, make deduction from or require repayment of grant monies where the conditions included in this Agreement are not met.

### **Variation**

28. Any variation to this Agreement will only be valid when confirmed in writing by the Scottish Ministers.

### **Corrupt Gifts and Payments of Commission**

29. The Grantee shall not offer or give or agree to give any person any gift or consideration of any kind as an inducement or reward in relation to this Grant. The Grantee shall ensure that its employees shall not breach the terms of the Prevention of Corruption Acts, 1889 to 1916 in relation to this or any other grant.

### **Continuation of Conditions**

30. These Conditions shall continue to apply for a period of 5 years after the end of the financial year in which the final instalment of the Grant was paid.

### **Compliance with the Law**

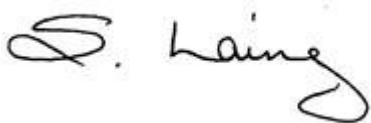
31. The Grantee shall ensure that in relation to expenditure funded with this Grant, they and anyone acting on their behalf shall comply with the relevant law, for the time being in force in Scotland.



## Acceptance of grant

32. To accept the grant offer on the terms and conditions as set out in the letter and schedules, we require a letter from the Council signed by the Director of Finance (or equivalent). The letter must identify the grant being accepted on the terms and conditions set out in this grant offer letter. A suggested format is set out below. Please send your acceptance letter to Alex McGhie ([alex.mcghie@gov.scot](mailto:alex.mcghie@gov.scot)), preferably electronically as an attachment to an email or in hard copy to Alex at the address on the top of this letter. To enable us to make the first payment in April we require your response no later than **21 March 2018**.
33. If you would like any further information, please contact Susan Bolt ([susan.bolt@gov.scot](mailto:susan.bolt@gov.scot)) on 0131 244 3679.

Yours faithfully

A handwritten signature in black ink that reads "S. Laing". The signature is written in a cursive style with a large, sweeping flourish at the end of the word "Laing".

Shirley Laing  
Deputy Director

To be returned on Council headed paper

Date

**TOWN CENTRE FUND CAPITAL GRANT 2019-20 - GRANT ACCEPTANCE**

On behalf of [ local authority ] I accept the offer of grant from the Scottish Ministers dated 7 March 2019 on the terms and conditions as set out in the letter and annexed Schedules.

Signature:

Director of Finance (or equivalent)  
[ name ]

## SCHEDULE 1

1. The Grant may only be used to fund capital expenditure of the local authority, or any third party capital expenditure incurred, whether or not disbursed in the form of grants, by any persons (public sector bodies, private sector bodies or individuals) towards expenditure which would, if incurred by the local authority, be capital expenditure. In permitting the grant to be used to fund third party capital expenditure reliance is placed on specific legislation. As such the use of the grant to fund third party capital expenditure is limited to the subject of the specific legislation listed below. Local authorities should assure themselves that any grant payments that they may make to any person would be permitted by the legislation listed below.

2. Nothing in the legislation should be interpreted as enabling the grant to be used for any revenue expenditure other than that outlined in condition 2.3.

<b>GRANT MAKING POWERS OF SCOTTISH MINISTERS – LEGISLATIVE DETAILS</b>	
<b><i>Condition 2.2: The Grant may be used to fund capital expenditure of the local authority</i></b>	
Section 37 of the Local Government in Scotland Act 2003	Scottish Ministers may make grants to local authorities in respect of their capital expenditure. Capital expenditure is that expenditure that falls to be capitalised in accordance with proper accounting practices (section 39 of the Act)
<b><i>Condition 2.3: The Grant may be used to fund third party capital expenditure, either directly or through the provision of grants to third parties (public sector bodies, private sector bodies or individuals) which would, if incurred by the local authority, be capital expenditure. Grant making powers are as detailed below:</i></b>	
Section 37 of the Local Government in Scotland Act 2003	Scottish Ministers may make grants to local authorities in respect of their capital expenditure. Reliance is placed on this section to allow Councils to make grants to other Councils or other local authorities such as Regional Transport Partnerships.
Section 13 of The Flood Prevention (Scotland) Act 1961	Expenditure incurred by a local authority in carrying out flood prevention operations in accordance with a flood prevention scheme.  Flood Prevention Schemes are those which have been promoted by the authority and confirmed by Scottish Ministers in accordance with legislation
Section 21 of the Coast Protection Act 1949	Scottish Ministers may make grants towards any expenditure incurred under this Act by a coast protection authority, or incurred by a local authority in carrying out of coast protection work under the enactments relating to roads.
Section 70 of the Transport (Scotland) Act 2001	Scottish Ministers may make grants to any persons for any purposes relating to transport.  Reliance is placed on this section to allow unitary authorities (councils) to make grants to regional transport partnerships or bridge authorities.

<p>Section 126 of the Housing Grants, Construction and Regeneration Act 1996</p>	<p>Expenditure incurred in connection with activities which contribute to the regeneration or development of an area.</p> <p>Extract from Act provision:</p> <p>Activities which contribute to the regeneration or development of an area include, in particular—</p> <ul style="list-style-type: none"> <li>(a) securing that land and buildings are brought into effective use;</li> <li>(b) contributing to, or encouraging, economic development;</li> <li>(c) creating an attractive and safe environment;</li> <li>(d) preventing crime or reducing the fear of crime;</li> <li>(e) providing or improving housing or social and recreational facilities, for the purpose of encouraging people to live or work in the area or of benefiting people who live there;</li> <li>(f) providing employment for local people;</li> <li>(g) providing or improving training, educational facilities or health services for local people;</li> <li>(h) assisting local people to make use of opportunities for education, training or employment;</li> <li>(i) benefiting local people who have special needs because of disability or because of their sex or the racial group to which they belong.</li> </ul>
<p>Section 90 (1) (a) of the Housing Scotland Act 2001</p>	<p>Grants for housing purposes</p> <p>(1) The Scottish Ministers may make grants to a local authority for the purposes of—</p> <ul style="list-style-type: none"> <li>(a) the authority's functions in connection with— <ul style="list-style-type: none"> <li>(i) providing, improving, adapting, repairing, maintaining and managing housing,</li> <li>(ii) undertaking, and assisting the undertaking of, the development, redevelopment and improvement of the physical, social, economic and recreational environment related to housing,</li> <li>(iii) preventing or alleviating homelessness,</li> </ul> </li> </ul>
<p>Section 96 of the Housing (Scotland) Act 2006</p>	<p>Any power of a local authority to make grants or loans (including the powers to make payments under section 91(1) and to provide assistance under section 95(1)(b)), and any function of a local authority in relation to the making of grants or loans, under this Part is exercisable by the Scottish Ministers as it is by the local authority.</p>
<p>Section 153 (1) and (3) of the Environmental Protection Act 1990 as amended by SSI 83 of 2002</p>	<p>Scottish Ministers may give financial assistance for environmental purposes. Section 153 (1) includes:</p> <ul style="list-style-type: none"> <li>(nn) any scheme for the storage, treatment or disposal of any material or product for the purpose of preventing or reducing environmental damage.</li> </ul>

## SCHEDULE 2

### DISTRIBUTION OF TOWN CENTRE FUND CAPITAL GRANT 2019-20

The Town Centre Fund Capital Grant offer per local authority is set out below:

The grant will be paid in quarterly instalments.

<b>Local Authority</b>	<b>Allocation</b>
Aberdeen City	£ 1,351,000
Aberdeenshire	£ 3,286,000
Angus	£ 1,080,000
Argyll and Bute	£ 1,242,000
City of Edinburgh	£ 2,613,000
Clackmannanshire	£ 683,000
Dumfries and Galloway	£ 1,529,000
Dundee City	£ 735,000
East Ayrshire	£ 1,701,000
East Dunbartonshire	£ 944,000
East Lothian	£ 1,275,000
East Renfrewshire	£ 981,000
Falkirk	£ 1,976,000
Fife	£ 4,335,000
Glasgow City	£ 3,010,000
Highland	£ 2,965,000
Inverclyde	£ 660,000
Midlothian	£ 910,000
Moray	£ 1,233,000
Na h-Eileanan Siar	£ 223,000
North Ayrshire	£ 1,418,000
North Lanarkshire	£ 3,250,000
Orkney Islands	£ 200,000
Perth and Kinross	£ 1,983,000
Renfrewshire	£ 1,459,000
Scottish Borders	£ 1,421,000
Shetland Islands	£ 205,000
South Ayrshire	£ 1,064,000
South Lanarkshire	£ 2,506,000
Stirling	£ 1,077,000
West Dunbartonshire	£ 859,000
West Lothian	£ 1,826,000
<b>Scotland</b>	<b>£ 50,000,000</b>

Based on an equal weighting of the number of towns in a local authority (determined by the NRS Settlements and Localities data, where a town is a locality with a population equal to or greater than 1,000 people) and the local authority population.

## SCHEDULE 3

### DEFINITIONS

**“Agreement”** means these Conditions and the Grantee’s acceptance of these Conditions;

**“Capital Expenditure”** means that expenditure on the Town Centre Fund

**“Conditions”** means these grant conditions;

**“Financial Year”** means a period from 1 April in one year until 31 March in the next;

**“Grant”** means the grant offered by the Scottish Ministers to the Grantee as specified in the Award Letter, as varied from time to time in accordance with these Conditions;

**“Grantee”** means the local authority to which the Grant will be payable as specified in Schedule 2.

**“Payment”** means each of the payments specified in Schedule 2 hereto.

**“Proper accounting practices”** is to be construed in accordance with section 12 of the Local Government in Scotland Act 2003

**“Third party in the public sector”** means another local authority or a local authority controlled company or other body that will be consolidated into the Grantee’s group accounts.

## **SCHEDULE 4**

### **TOWN CENTRE CAPITAL FUND 2019/20 - GUIDANCE NOTE**

#### **Purpose**

1. The purpose of this note is to provide local authorities as “grantees” guidance on the aims and allocation of the ring-fenced £50m Town Centre Fund distributed through the local authority capital settlement.

#### **Aims**

2. The aim of the Town Centre Fund 2019-20 is to enable local authorities to stimulate and support place based economic investments which encourage town centres to diversify and flourish, creating footfall through local improvements and partnerships. Specifically, this fund will contribute to transformative investments which drive local economic activities and re-purpose town centres to become more diverse, successful and sustainable.
3. In particular, the grant will fund a wide range of investments which deliver against the themes of the Town Centre Action Plan including town centre living and supporting town centres to be vibrant, accessible and enterprising places. This could include re-purposing buildings for housing, retail, business, social and community enterprise, services, leisure, and culture, tourism and heritage; and, improving access and infrastructure.

#### **Wider expectations and support**

4. It is expected that local authorities make investment decisions in the context of national and local commitments to town centres including the Town Centre First Principle and the Town Centre Action Plan; and more recently, the Place Principle. As such, it is expected that investment decisions are based on approaches which are collaborative and place based with a shared purpose; and, make use of tools and support developed by the Scottish Government, Scotland’s Towns Partnership and other key partners.

#### **National and local commitments**

5. The Scottish Government is committed to supporting town centres face the challenge of changing and evolving retail patterns; and, is investing in town and neighbourhood centres so that they can be sustainable and thriving places for communities to live, work and enjoy.
6. This investment is in addition to the 26% of capital funding share which is the current agreed baseline between the Scottish Government and Local Government. It is part of a wider boost to the economy by providing over £5 billion of capital investment to grow and modernise Scotland’s infrastructure; and, a wider package to support businesses, including maintaining a competitive business rates package.

#### **Town Centre Action Plan and Town Centre First Principle**

7. The Town Centre Action Plan published in 2013 was the Scottish Government’s response to the National Town Centre Review. It focused on national and local solutions, encouraging action across public, private and community sectors. The Scottish Government and local government subsequently agreed the Town Centre First Principle which requested that government, local authorities, the wider public sector, businesses and communities put the health of town centres at the heart of proportionate and best value decision making, seeking to deliver the best local outcomes regarding investment and de-investment decisions, alignment of policies, targeting of available resources to priority town centre sites, and encouraging vibrancy, equality and diversity. It committed to a collaborative approach which understands and underpins the long term plan for each town centre.

8. The aim of the fund is to deliver against the themes of the Town Centre Action Plan. Those themes include:
- **Town Centre Living** – footfall is key to achieving thriving, successful towns centre; and, the best footfall is residential for people who will use shops, services, and will care for its safety and security in the evenings
  - **Vibrant Local Economies** – creating a supportive business environment including the involvement of Business Improvement Districts (BIDs) and other local partnerships
  - **Enterprising Communities** – social enterprise, services, arts and events; and, community empowerment and community based activities which increase the health, wealth and wellbeing of town centres
  - **Accessible Public Services** – creating and accessing public facilities and services, supported by economic, service and transport hubs
  - **Digital Towns** – exploiting digital technology and promoting Wifi infrastructure to enable access to information, data analytics, marketing opportunities, branding, and communication with the wider world
  - **Proactive Planning** – land reform and supporting the creation of sustainable, low-carbon and connected places which promote natural and cultural assets, designed in partnership with local communities and key stakeholders.

### Scotland's Towns Partnership

9. The Scottish Government funds Scotland's Towns Partnership to provide information, support and services which contribute to the vibrancy, vitality and viability of our town centres and neighbourhoods; and, to support the development of partnerships including Business Improvement Districts.
10. There are a range of tools and resources to support how partners can understand, audit, plan, and improve their town centres. It is expected that local authorities will use a range of tools and approaches to ensure investment decisions are based on an understanding of town centre performance and ownership; shared visions and plans with local communities, partnership and stakeholders fully engaged; and, identification of physical infrastructure changes that will contribute to maximisation of investments and achievement of those visions.

### Tools and resources

- [Understanding Scottish Places](#) (USP): a unique and dynamic online tool which shows how every town in Scotland with a population of 1,000 or more is interacting with its surrounding settlements and performing against a range of indicators and inter/dependency relationships.
- [USP Your Town Audit](#): add to USP a six-day study which provides the standard benchmark for measuring the health of a Scottish town.
- [Place Standard](#): a framework designed to support communities, public, private and third sectors to work efficiently together to assess the quality of a place.
- [Town Centre Toolkit](#): guidance on designing and planning town centres to be attractive, accessible and active, focusing on urban design, quality, sustainability and use of town assets.

### Support

11. The Town Centre Fund provides an opportunity to build on work by local authorities to develop and implement town centre action plans; and, to realise transformative ambitions arising from those plans. Scotland's Town's Partnership will continue to support local authorities and other key partners in this. However, additional support is offered by Scotland's Towns Partnership in partnership with other key organisations such as: Scottish Futures Trust; Scottish Enterprise, Highlands and Islands Enterprise, or South of Scotland Economic Partnership; and, Architecture and Design Scotland to support the development of investment decisions or work with local authorities individually or across neighbouring or regional authorities, to build momentum, share learning, and, to maximise funding.
12. Local authorities will have their own good practice in terms of monitoring and evaluating the benefits, impacts and outcomes of investment as part of relevant strategies and programmes;



and, to ensure that they meet their duty to achieve Best Value. Additional support could also be offered to discuss how best to identify and collect data; assess impact; and, share formats that could contribute to consistent and wider learning.

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## Appendix 2 Town Centre Capital Fund Aberdeen City Council Proposed Projects:

Project Number	Project Proposal	Locality	Estimated Cost	Timescale	Criteria Eligibility (High, Medium, Low)	Chief Officer
1	Hayton Road – Street Design Project co-funding from Sustrans which will improve the walking and cycling in the area including environmental improvements	Tillydrone	£90,000	Work around architect's design have already commenced so completion would be on track for April 2020	Medium	Derek McGowan
2	Parklets Development (Huntly Street and Castlegate) – taking unused spaces and making them more useable i.e. seating area, tables, bike racks etc.	City Centre	£80,000	Works/contracts to be started/signed before April 2020	Medium	Gale Beattie
3	Suspended Signage	City Centre	£400,000	Works/contracts to be started/signed before April 2020	Medium	Richard Sweetnam
4	Intelligent Street Lighting Phase 2 – using smart technology to improve the current lighting in the city especially for events and to improve safety in the city centre.	City Centre	£125,000	Estimated Completion of September 2019	Medium	Mark Reilly
5	Union Street Public Realm – Phase 2	City Centre	£380,000	Works/contracts to be started/signed before April 2020	Medium	John Wilson
6	Mither Kirk – funding requested for the replacement heating system and creation of wheelchair access ramp	City Centre	£390,000	Works/contracts to be started/signed before April 2020	Medium	Stephen Booth

7	Archibald Simpson House Creative Hub Space	City Centre	£120,000	Work/contracts to be started/signed before April 2020	Medium	Richard Sweetnam
8	Living Wall – Flourmill Lane	City Centre	£60,000	Work/contracts to be started/signed before April 2020	Medium	Stephen Booth
	<b>Total Fund Available</b>		<b>£1,351,000</b>			
	<b>Total Estimated Cost</b>		<b>£1,645,000</b>			
	<b>Balance</b>		<b>-£294,000</b>			

**Appendix 3: Town Centre Capital Fund – Description of Projects; Links to LOIP and Links to TOM**

**Project 1: Tillydrone Locality – Hayton Road**

**Project Description:**

The purpose of this bid is to take forward the ‘non’traffic’ elements of the project, which will deliver transformative elements to improve footfall and access between two deprived communities and their key retail areas at the Fountain area on Great Northern Road (Woodside) and Hayton Road (Tillydrone). This will help ensure sustainability and the development of vibrant centres in key communities in the city, contributing to wider regeneration work in the areas (Tillydrone Community Campus, Tillydrone Primary School, potential new Cruyff pitch), developing Regeneration Capital Grant Fund bid at Woodside Fountain Centre).

Through the locality plan in Tillydrone, Woodside and Seaton traffic and road safety improvements were identified with the community through Living Streets work connected with a review of the impact of the Diamond Bridge. There was an opportunity to bid to Sustrans through their Streets for All fund: a project proposal was developed and submitted to the transport and capital programme boards and following their approval, the bid was submitted and was successful.

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	Increasing access to key community assets i.e. Tillydrone Community Hub will allow people to access information and services which will contribute to improving employability skills which support the delivery of LOIP Stretch Outcome 1 – 10% increase in employment across priority and volume growth sectors by 2026.
<b>Prosperous People</b>	Delivering an attractive, quiet, green environment that improves the sense of cohesion and the reduction in traffic in the area that could result in accidents support LOIP Stretch Outcome 3 – 95% of children will reach their expected developmental milestones by the time of their child health reviews by 2026. Reduction in anti-social traffic behaviour through the introduction of a safer space will support the LOIP Stretch Outcome 9 and 10 with fewer people receiving a first ever court conviction and people reconvicted. Improvements to air quality will support LOIP Stretch Outcome 11 – Healthy life expectancy is five years longer by 2026.

<b>Prosperous Place</b>	Walking, cycling and active travel are at the heart of this project which support LOIP Stretch Outcomes 14 and 15: addressing climate change by reducing carbon emissions and 38% of people walking and 5% of people cycling as main mode of travel by 2026
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<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	Customers have been involved in the consultation of this project and by not delivering it will have a negative impact from the customer point of view
<b>Organisational Design</b>	This project will make it easier for customers to find the support they need by improving the access to key community facilities
<b>Governance</b>	The proposals for this project have no impact on the TOM
<b>Workforce</b>	The proposals for this project have no impact on the TOM
<b>Process Design</b>	The Community has been involved in the processes for this project which have help identify improvements and opportunities for the area of Tillydrone
<b>Technology</b>	The proposals for this project have no impact on the TOM
<b>Partnerships and Alliances</b>	Partnerships have been formed with Sustrans who have committed funding towards the project, by funding other elements this will strengthen the working relationship. Engagement with local businesses will all be prioritised through this project

## **Project 2: Parklets Development – Huntly Street & Castlegate (an Aberdeen Inspired Project)**

### **Project Description:**

Aberdeen Inspired are proposing a project that is for a comparatively modest sum and supports the City Centre Masterplan as well as the place making priorities of Aberdeen City Council and Aberdeen Inspired in terms of reactivating civic space, increasing urban greenery and promoting public footfall. The numerous benefits include;

- Develop innovative parklet installations for Aberdeen City Centre and beyond
- Place making - improve areas in terms of aesthetics and antisocial behaviour
- City growth - encourage footfall and positive dwell time
- Promote business opportunities
- Promote the reputation of Aberdeen City Council and Aberdeen Inspired
- Enhance civic pride in our area

Union Street has many positive attributes, however, there is a view it lacks suitable civic space for members of the public to linger, in the positive sense. One solution to this issue may be the inception of parklets. Parklets originated in San Francisco and have spread across north American and sections of Europe. They are designed to provide public space to relax and enjoy the atmosphere of the city centre, where parks or other leisure areas are absent, or some degree of regeneration is required. They customarily include natural greenery, street art or some other visual amenity. A parklet may be permanent or designed for quick and easy removal/relocation. The typical design is a platform that extends and enhances the pavement and can provide other amenities such as seating, tables, bike racks, and landscaping. Parklets are very often delivered by Business Improvement Districts in partnership with other organisations. Typical parklet designs can be viewed via the link below.

<https://www.meristemdesign.co.uk/parklets>

Regarding location several options have been considered, including locating on a road, using existing parking space(s) or the pavement. The pavement is the least contentious location for several reasons, including public safety and finance and no loss of parking spaces. Initial consultation has been carried out with local business and feedback, to date, has clearly indicated an appetite for improvement of the Castlegate and the east kerb of Huntly Street, beside the side entrance of 206 Union Street (see attached images), among other areas. As an example, the Huntly Street area can be seen from Union Street, is situated near to outlets selling food and beverages but is generally unsightly and has suffered from antisocial behaviour and crime issues in the past. This can also be said of Castlegate, to a degree, where there is a clear need to reactive civic space. There is a view from local business that a parklet could be the appropriate vehicle to deliver much need regeneration and aesthetic improvement to these areas which have been neglected in the past. Images of the Huntly Street location and a designer's image of what a parklet may look like are attached below.

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	This project has no impact on the prosperous economy stretch outcomes of the LOIP
<b>Prosperous People</b>	This project has no impact on the prosperous people stretch outcomes of the LOIP
<b>Prosperous Place</b>	This project will create useable space for areas of the city centre that currently need investment and will create a vibrant space for customers to sit and utilise. Using space that is currently used as a layby will contribute to Stretch Outcome 14. "Addressing climate change by reducing Aberdeen's carbon emissions by 42.5% by 2026 by 2026 and adapting to the impacts of our changing climate.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	The proposals in this report have no impact on the TOM
<b>Organisational Design</b>	The proposals in this report have no impact on the TOM
<b>Governance</b>	The proposals in this report have no impact on the TOM
<b>Workforce</b>	The proposals in this report have no impact on the TOM
<b>Process Design</b>	The proposals in this report have no impact on the TOM
<b>Technology</b>	The proposals in this report have no impact on the TOM
<b>Partnerships and Alliances</b>	Through developing and delivery of this project partnerships with Aberdeen Inspired and Aberdeen City Council will only be strengthened demonstrating a collaborative city wide approach



### Project 3: Suspended Identification Signage (an Aberdeen Inspired Project)

#### Project Description:

Aberdeen Inspired propose to introduce suspended identification signage across various locations within Aberdeen City Centre. The signage will provide a vibrant, creative feel to that location as well as signposting visitors to the specific area. It is expected that the signs will create a feel-good atmosphere for the area with photographic/social media opportunities, promoting the city centre.

A design concept has already been produced and the visuals can be found <https://www.dropbox.com/s/sdkqprci4xypd0b/Design%20Concepts-v1-2.pdf?dl=0>

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	This project has no impact on the prosperous economy stretch outcomes of the LOIP
<b>Prosperous People</b>	This project has no impact on the prosperous people stretch outcomes of the LOIP
<b>Prosperous Place</b>	This project, through the use of smart energy lighting will contribute to Stretch Outcome 14. "Addressing climate change by reducing Aberdeen's carbon emissions by 42.5% by 2026 by 2026 and adapting to the impacts of our changing climate.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	The proposals in this report have no impact on the TOM
<b>Organisational Design</b>	The proposals in this report have no impact on the TOM
<b>Governance</b>	The proposals in this report have no impact on the TOM
<b>Workforce</b>	The proposals in this report have no impact on the TOM
<b>Process Design</b>	The proposals in this report have no impact on the TOM
<b>Technology</b>	The proposals in this report have no impact on the TOM
<b>Partnerships and Alliances</b>	Through developing and delivery of this project partnerships with Aberdeen Inspired and Aberdeen City Council will only be strengthened demonstrating a collaborative city wide approach

## Project 4: Intelligent Street Lighting – Phase 2

### Project Description:

The Council is progressing with phase 1 deployment of an innovative Intelligent Street Lighting project, which will deploy across 3,500 streetlights to revolutionise the way we monitor and control our lighting assets. This provides dynamic control under varying conditions, such as decreased lighting levels when adequate to do so, or increased lighting levels for reasons such as events or safety issues. It would be proposed to utilise this fund to progress with phase 2 of the project, which would deploy across 1,000 streetlights within the immediate town centre. This would enable the ability to dynamically control lighting levels to compliment events and the safety of our town centre, whilst monitoring their condition and reacting quicker to maintenance requirements where possible. This would require the full deployment of the Smart City communications technology that is utilised for phase 1 of the Intelligent Street Lighting project, which would in turn, provide a fully deployed network to support other Smart City initiatives around Waste, Flooding and Tourism, as an example.

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	This project has no impact on the prosperous economy stretch outcomes of the LOIP
<b>Prosperous People</b>	This project, through the introduction of a smarter way to use city lighting and creating a safer city centre will contribute to Stretch Outcome 9; 25% fewer people receiving a first ever Court conviction each year by 2026
<b>Prosperous Place</b>	This project, through the use of smart energy lighting will contribute to Stretch Outcome 14. "Addressing climate change by reducing Aberdeen's carbon emissions by 42.5% by 2026 and adapting to the impacts of our changing climate. With smarter lighting this may encourage more walking and cycling contributing to Stretch Outcome 15; 38% of people walking and 5% of people cycling as main mode of travel by 2026.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	The proposals in this report have no impact on the TOM
<b>Organisational Design</b>	The proposals in this report have no impact on the TOM

<b>Governance</b>	The proposals in this report have no impact on the TOM
<b>Workforce</b>	The proposals in this report have no impact on the TOM
<b>Process Design</b>	The proposals in this report have no impact on the TOM
<b>Technology</b>	This project has a positive impact on the smart cities strategy which will see improvements in the use of smarter lighting.
<b>Partnerships and Alliances</b>	This project builds on from Phase 1 which saw a strong collaborative partnership between Scotland's major cities and the learnings from this will continue to benefit exchange of best practice.

## **Project 5: Union Street Public Realm – Phase 2**

### **Project Description:**

#### Union Bridge Lighting

This proposal is made in accordance with the latest city plans and strategies, taking into consideration creative vision for the city centre. The aim of creative lighting scheme for the Bridge is to promote its character, vibrancy and attractiveness. The Bridge provides pedestrian and vehicular access. On one side of the bridge the Trinity Shopping Centre is located, on the other side, beyond the balustrade, there are views to the Union Terrace Gardens. The purpose of the requested funding is to propose decorative illumination of the Bridge to amplify the area's vibrant atmosphere and guide pedestrians through the bridge. Being visible from afar creates a feature for the night scape panorama. This will also draw people in to admire the bridge's character and heritage.

The bridge could become one of the cultural attractions the City of Aberdeen is associated with.

#### Union Bridge- Additional measures

Redevelopment of Union Terrace Gardens is expected to create significantly greater footfall around the Union Street/Union Terrace area, increasing passive surveillance and revitalising the area around it, including the Union Bridge. It is also intended that more use is made of the revitalised Union Terrace Gardens in the evenings, necessitating a comprehensive lighting strategy that will change perceptions of the area and further increase passive surveillance.

Additional measures could be put in place around the Union Bridge, with each of these measures impacting the goal of suicide reduction in different ways (Public Health England), coming together to form a comprehensive strategy.

1. Increase the opportunity and capacity for human intervention
  - Monitored CCTV surveillance, addition of alarms, analytics
  - Increased foot patrols
  - Increasing community awareness and preparedness to intervene
  - E.g. 'Taxi watch'
2. Increase opportunities for help seeking by the suicidal individual
  - Provision of Samaritans hotline and signage
3. Change the public image of the site
  - Ensure media reporting is in accordance with Samaritans guidance
  - Introduce new amenities to the site
  - Redeveloped UTG will change atmosphere and footfall in the area
  - Inclusion of benches to increase passive surveillance/the perception of surveillance
  - Re-siting of bus stop to the bridge vicinity, increasing surveillance/the perception of surveillance

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	This project has no impact on the prosperous economy stretch outcomes of the LOIP
<b>Prosperous People</b>	Increasing opportunities for people seeking help in regard to suicide will contribute to Stretch Outcome 4 90% of children and young people will report that they feel mentally well by 2026. This increase in opportunities will also support vulnerable people which will contribute to Stretch Outcome 11 Healthy life expectancy is five years longer by 2026
<b>Prosperous Place</b>	With increased surveillance/perception of surveillance this may encourage more footfall through walking and cycling contributing to Stretch Outcome 15; 38% of people walking and 5% of people cycling as main mode of travel by 2026.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	The proposals in this report have no impact on the TOM
<b>Organisational Design</b>	The proposals in this report have no impact on the TOM
<b>Governance</b>	The proposals in this report have no impact on the TOM
<b>Workforce</b>	The proposals in this report have no impact on the TOM
<b>Process Design</b>	The proposals in this report have no impact on the TOM
<b>Technology</b>	The proposals in this report have no impact on the TOM
<b>Partnerships and Alliances</b>	Positive – strengthening partnerships with key stakeholders to deliver transformational projects forms part of delivering the TOM.

## **Project 6: Mither Kirk**

### **Project Description:**

Funding is sought for part of the development works at Mither Kirk in the City Centre. For the purposes of the Town Centre Capital Fund the proposed project is for the replacement heating system, the demolition of the boiler house and the creation of a wheelchair ramp to access St Mary's Chapel. These works would then add value to the wider Mither Kirk scheme of which the Open Space Trust needs to raise £5,500,000. The aims and objectives of the project are:

- Heritage
- The city and its people
- A place to meet in a heritage setting
- A visitor attraction
- Serve the community

From the very start of the Mither Kirk Project, the vision has been to use redundant space, in a heritage setting, to provide a place for the people of Aberdeen and visitors to the city to meet, learn and enjoy the experience. A second vision has been to help revitalise this part of the city centre and increase the vibrancy of the immediate area.

In regard to the boiler house demolition and replacement heating system the present boiler house will be demolished, and two replacement heating plants will be installed. One for the Kirk of St Nicholas Uniting and one for the OpenSpace Trust will be located in their respective buildings.

An improved entrance will be created from the turning circle at the top of Correction Wynd to allow wheelchair access from street level into the reception area in the present north aisle of St Mary's Chapel. From this reception area, the rest of the building will be accessed either by taking the lift or walking through one of the original doorways. This will pass the remains of a medieval staircase and lead into what used to be the archaeological dig area, now the Lower Ground floor of the new building.

Disabled access is a priority. Thus, a lift will be installed to give access to all levels of the building. We are mindful also of other forms of disability and as far as possible in a building of this age will meet their needs.

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	This project has no impact on the prosperous economy stretch outcomes of the LOIP
<b>Prosperous People</b>	This project has no impact on the prosperous people stretch outcomes of the LOIP
<b>Prosperous Place</b>	This project will contribute to Stretch Outcome 14. “Addressing climate change by reducing Aberdeen's carbon emissions by 42.5% by 2026 by 2026 and adapting to the impacts of our changing climate.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	The proposals in this report have no impact on the TOM
<b>Organisational Design</b>	The proposals in this report have no impact on the TOM
<b>Governance</b>	The proposals in this report have no impact on the TOM
<b>Workforce</b>	The proposals in this report have no impact on the TOM
<b>Process Design</b>	The proposals in this report have no impact on the TOM
<b>Technology</b>	The proposals in this report have no impact on the TOM
<b>Partnerships and Alliances</b>	Positive – strengthening partnerships with key stakeholders to deliver transformational projects forms part of delivering the TOM.

## **Project 7: Archibald Simpson House – Creative Lab Space**

### **Project Description:**

Repurposing the A-listed Archibald Simpson House (ASH) to be a collaborative workspace for the creative and cultural community as part of 3 year pilot to reanimate the area and inform the direction of a permanent new contemporary creative space. The pilot will provide affordable studios, incubator start-ups, exhibition and function event/ market space. This creative lab will generate new business opportunities, a leveraged community network, economic prosperity and resilience building. This 'lab' will also act as a central consultation and thinking space with stakeholders as part of the City Centre Masterplan regeneration of the Queen Street area and help to foster a collaborative cohesive approach to place making.

The intention would be to develop a three-year, two phased project starting from April 2020 using the tested 'Start Up Street' model. The initial phase would be the activation of a 'city lab' within the premises to attract potential tenants and users, test and generate business models through events and activities as well as engage with wider stakeholders such as neighbouring businesses, potential investors, funders, communities and the general public. This will inform the operating model to be put into action for phase 2, a 2 year pilot collaborative space which will have its impacts and output monitored and evaluated through a set of comprehensive key performance indicators to inform a case for full capital redevelopment.

ASH will have a significant impact on Aberdeen's cultural sector as well as the city and its population. Overall impact of the ASH project will be interlinked, woven across many key areas.

Impacts specific to the cultural sector will include:

- Knowledge sharing through collaboration
- Creating a central hub point for cultural activity
- Provision of much need facilities for mid/short term use, access to temporary affordable project and studio space to support emerging talent
- Consolidation of resources and business support to provide resilience for the Creative and cultural sector.

Impacts specific to Aberdeen City include:

- Re-purposing of underutilised commercial and cultural heritage asset
- Talent retention and jobs creation
- Leveraging user base to create further revenue opportunities
- Legitimising Aberdeen as a base for creative industries
- Developing a legacy space for the city and its population
- Support local producers and services



Impacts specific to the general public include:

- Providing a public space to bridge the gap with creative sector and the public to express themselves culturally
- Reviving communities
- Job creation
- Additional local business resource (for example meeting and event space)

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	This project will contribute to improving employability skills which support the delivery of LOIP Stretch Outcome 1 – 10% increase in employment across priority and volume growth sectors by 2026.
<b>Prosperous People</b>	This project has no impact on the prosperous people stretch outcomes of the LOIP
<b>Prosperous Place</b>	This project has no impact on the prosperous place stretch outcomes of the LOIP

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	The Branding, engagement work and programmes will align with the Customer Service function for the promotion of events and activities.
<b>Organisational Design</b>	None
<b>Governance</b>	Monitoring of budgets and development of new service agreements.
<b>Workforce</b>	None
<b>Process Design</b>	The Creative Lab phase will provide a platform and facility for citizen consultation and design, which in turn can support reduced demand on the Council and support process design.
<b>Technology</b>	Linking to the Customer Service function in effective use of technology to deliver engagement and promotion campaigns.
<b>Partnerships and Alliances</b>	The bid and subsequent programmes will be delivered through partnership working.

## **Project 8: Living Wall – Flourmill Lane**

### **Project Description:**

This project proposed to see the development of a living wall at Flourmill Lane in the City Centre increasing the footfall to the area and bringing an innovative infrastructure project to the City Centre. A Living Wall is one form of 'green infrastructure'; a wall partially or completely covered with greenery that includes a growing medium, such as soil or a substrate. Living walls therefore describes 'vegetation that grows directly onto a buildings' façade or a growing medium supported or attached on the face of the wall. A living wall is also known as a green wall or vertical garden.

Green Infrastructure has many social, economic and environmental benefits and should be thought about at every stage of planning. Living walls can provide a series of benefits for our urban environment including:

**Aesthetic Improvements:** Green walls can be used to reclaim disused sites by providing aesthetic stimulation where it would not otherwise be found. Nature presents a huge variety of colours, textures and pattern and by utilising this diversity we can incorporate hundreds of species of plants to create a living wall while limiting the negative psychological effect associated with property demarcation. Well designed and well maintained green wall can therefore significantly enhance a building's appearance.

**Improved Exterior Air Quality:** Green walls serve as natural air-filters to mitigate air pollution levels by lowering extreme temperatures through photosynthesis, trapping particulate matter and capturing gases. They have been shown to reduce levels of nitrogen dioxide levels by 40% and particulate matter by 60%. Reversing poor air quality is increasingly becoming the forefront of sustainable building design and recent studies have shown that Green Infrastructure can make a big impact on outdoor air quality. The use of vegetation can yield rapid and sustained improvements in air quality in dense urban areas. This green infrastructure is therefore a must when looking to incorporate sustainable technology into the fabric of a building. Also, they provide thermal insulation for buildings which means less demand on power resulting in fewer polluting by-products being released into the air.

**Local job creation:** The creation of green walls would draw upon several disciplines. For example, for their design, installation and maintenance it would involve disciplines such as landscape architects, architects and irrigation consultants etc. Several components involved such as local supply of plant materials, greenhouse production and structural frame fabrication would further create other business activities.

**Improved health and wellbeing:** Studies show that accessibility to nature improves worker satisfaction, concentration, enthusiasm and reduces frustration. Buildings that feature and promote access to vegetation have been documented as having a greater positive human health (Honeyman, 1987). There is a strong link between the access to green infrastructure and raised level of physical activity which in turn improves

individual's health. It can also have a significant impact on mental well-being and cognitive function. Some associated benefits include:

- Increased life expectancy and reduced health problems
- Improved levels of physical activity and health
- Promotion of psychological health and mental well-being

**Noise reduction:** The vegetated surface provided by the strategic urban greenery has been evidenced to reduce noise by blocking out high frequency of sounds. The can also block out low frequency noises when constructed with a substrate or growing medium support.

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	There may be environmental impacts that affect LOIP outcomes for infrastructure and economic growth.
<b>Prosperous People</b>	Living walls can support the outcomes in LOIP to ensure that people are safe, resilient and safe from harm.
<b>Prosperous Place</b>	Living walls can support the outcomes in LOIP for resilient and sustainable communities.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	None
<b>Organisational Design</b>	None
<b>Governance</b>	None
<b>Workforce</b>	None
<b>Process Design</b>	There are many interdependencies in climate change. Incorporating green infrastructure such as living walls at the project development and infrastructure design.
<b>Technology</b>	Opportunities to use technology to improve city resilience can be explored in the development of living walls.
<b>Partnerships and Alliances</b>	The development of living walls can present opportunities to work in partnership with other (i.e. private / third sector) organisations.

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## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	City Growth and Resources
<b>DATE</b>	06 June 2019
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Marywell to A956 Wellington Road – Cycle Path (RCD5394) 19/20
<b>REPORT NUMBER</b>	PLA/19/214
<b>DIRECTOR</b>	n/a
<b>CHIEF OFFICER</b>	John Wilson/Gale Beattie
<b>REPORT AUTHOR</b>	Kevin Pert
<b>TERMS OF REFERENCE</b>	2.2

### 1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to summarise the results of the Scottish Transport Appraisal Guidance (STAG)-based options appraisal undertaken to determine pedestrian and cycle improvements between Marywell and the A956 Wellington Road at Charleston Road, and to seek approval from members to develop a detailed design of the preferred improvements for further consideration.

### 2. RECOMMENDATION(S)

That the Committee: -

- 2.1 Notes the option development and appraisal process carried out to date as detailed in the appendix and background papers;
- 2.2 Approves the preferred route (highlighted in blue on the plan in Appendix A) for a pedestrian/cycle path along the Old Stonehaven Road and the proposed connections to existing infrastructure on Old Wellington Road and Cove Road; and
- 2.3 Instructs the Chief Officer – Capital and Chief Officer – Strategic Place Planning to undertake detailed design and cost estimates of the Preferred Route and connections, and to report back to this Committee for approval to construct in due course.

### 3. BACKGROUND

- 3.1 Aberdeen City Council has recently commissioned a consultant to undertake a STAG-based Options Appraisal over the transport corridor that stretches from

the local authority boundary (just north of Marywell) to the A956 Wellington Road at Charleston Road.

- 3.2 This Appraisal has previously been funded 100% through the Sustrans Community Links (Design) funding stream 2018/19. The External Funding report submitted to City Growth and Resources Committee (PLA/18/003) in April 2018 approved the funding for this Options Appraisal.
- 3.3 The Options Appraisal scope required the consultants to consider all routes along this corridor and connect, where possible, to villages, settlements, local attractions and existing walking and cycling infrastructure between Charleston, Aberdeen and Marywell.
- 3.4 Aberdeenshire Council is currently drafting a feasibility design following on from the corridor feasibility study undertaken in 17/18 and plan to move to detailed design in 19/20 subject to Sustrans funding application. This City project therefore requires close working with Aberdeenshire Council and Nestrans (the Regional Transport Partnership for Aberdeen City and Aberdeenshire) to achieve a seamless, coherent route between the local authorities to deliver high-quality strategic infrastructure.
- 3.5 Stakeholder Engagement was undertaken on the 28/29 January 2019 to seek the opinions and considerations of the public and local stakeholders. Local members, Community Councils, the local schools and businesses were all contacted and invited to attend an exhibition event in Cove Library. An on-line questionnaire was also undertaken in January with an excellent response (over 200 received) from the public to this project, and with clear support for new cycling infrastructure in general.
- 3.6 The appraisal process has highlighted a dual aspect to this project – the final section of the long-distance, strategic pedestrian/cycle route which will eventually connect Stonehaven to Aberdeen and the local interconnectivity between the small villages of Portlethen, Marywell, Checkbar, Cove and Charleston.
- 3.7 The identified preferred strategic route is along the Old Stonehaven Road (from Marywell in Aberdeenshire) to connect with the new segregated shared-use path, constructed as part of the Aberdeen Western Peripheral Route accommodation works, that connects with the A956 Wellington Road and on to Charleston Road North.
- 3.8 This option fits well with the need for a direct, quiet route for commuter cyclists. Currently there is no 'through' access on Old Stonehaven Road between Marywell roundabout and Wellington Road and also along Cove Road between Old Wellington Road and Old Stonehaven Road due to the small bridge on Cove Road being closed to vehicular traffic.
- 3.9 This route does not fully satisfy the need for short local connections between the residential villages and their facilities, particularly for pedestrians, and as suggested in the project brief, it is necessary that additional connections are also considered to fulfil this requirement.

The Preferred Route, along with the connections to existing infrastructure, is highlighted with blue lines on the plan contained in **Appendix A**.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 Funding for the detailed design of this project was included in the External Funding report submitted to CG&R (PLA/19/225) on 25<sup>th</sup> April 2019 where the application for the spending of the 100% Sustrans funding was approved.
- 4.2 A funding application, for the detailed design, was submitted to Sustrans on 01 May 2019 with the funding due to be confirmed later in June.
- 4.3 Funding for this year's detailed design is not dependant on European funding streams and so Brexit should not affect the funding applications.
- 4.4 Maintenance – there is no maintenance budget within this proposal however it is proposed to use the highest standards of construction to minimise future maintenance liability.

#### **5. LEGAL IMPLICATIONS**

- 5.1 Dependant on the detailed design there may be a requirement to introduce Traffic Regulation Orders relating to parking/loading/speed or redetermination of existing footways.
- 5.2 This process is subject to consultation with statutory consultees such as the emergency services, community councils and transportation stakeholders and also with the general public. It is anticipated that these Traffic Regulation Orders, if required, would be promoted during 2019/2020.
- 5.3 There are no other direct legal implications arising from the recommendations of this report.

#### **6. MANAGEMENT OF RISK**

<b>Category</b>	<b>Risk</b>	<b>Low (L) Med (M) High (H)</b>	<b>Mitigation</b>
<b>Financial</b>	There is a risk that funding, yet to be sought from Sustrans, will not be forthcoming within this next round of funding applications for 19/20	L	Sustrans was party to the selection process and so the risk that this project will not be supported financially is relatively small. The timing of the construction can be scheduled to reflect the availability of funding. Should, however, this funding source not be successful the project will be prioritised with other

			similar projects, until such time as funding becomes available.
<b>Legal</b>	None identified	L	
<b>Employee</b>	This project is currently identified in the 2019/20 service plans and so there should be no additional resource risk.	L	Ensure that this project does not over-run significantly into future funding years.
<b>Customer</b>	<p>There is a risk that customers and residents feel disconnected to the decisions that the council are taking on their behalf relating to travel issues if the recommendations in the appraisal are not delivered.</p> <p>Customers that are not involved in the engagement process may feel disaffected and object to the proposals and to the processes involved in delivering the project such as objections to TROs</p>	L	<p>Implement the appraisal outcomes.</p> <p>Fully engage with public and stakeholders.</p>
<b>Environment</b>	<p>Possible conflict regarding existing wildlife – bats, nesting birds etc</p> <p>Proposed street lighting affecting wildlife</p>	M	Ensure minimal negative impact on the surrounding land and, if possible, take measures to maintain or even improve the environment through additional planting, timing of operations etc and sympathetic lighting if appropriate.
<b>Technology</b>	None identified	L	
<b>Reputational</b>	<p>There is an expectation that high quality cycle provision will be delivered along this travel corridor as this project is the northernmost section of an aspirational strategic route ultimately connecting Stonehaven and Aberdeen City.</p> <p>Not progressing this section of the strategic route (Stonehaven to Aberdeen) would open Aberdeen City Council up to criticism from the walking and cycling public who would like to use this route as part, or all, of</p>	M	Implement the proposals derived from the Options Appraisal to deliver the best possible solutions for active travel.



	<p>their commute to work and/or for leisure use at the weekends. This comes at a time where there is increased publicity about the physical and mental health benefits of regular exercise.</p> <p>Aberdeen City also has a commitment to increasing active travel and tackling air quality issues.</p>		
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## 7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
<p><b>Prosperous Economy</b></p>	<p>The proposals within this report support the delivery of:</p> <p><b>Stretch Outcome 1</b> – 10% increase in employment across priority and volume growth sectors by 2026.</p> <p>Rolling out active travel routes contributes to the opportunities for employment in the city by allowing the people of Aberdeen to travel easily, at no cost, to places of employment.</p> <p>The Council aims to support improvement in the local economy to ensure a high quality of life for all people in Aberdeen. The current vision for the Aberdeen City LTS is:</p> <p>“A sustainable transport system that is fit for the 21st Century, accessible to all, supports a vibrant economy, facilitates healthy living and minimises the impact on our environment.”</p> <p>The Strategy includes the following objectives:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• To foster a cycling culture in Aberdeen by improving conditions for cycling in Aberdeen so that cycling becomes an everyday, safe mode of transport for all.</li> <li>• To ensure the Council manages and enforces the road network to ensure safety and effectiveness for the benefit of all users.</li> </ul> <p>The construction of a high-quality route (running from the existing Local Authority boundary, just north of Marywell, and connecting to the A956 Wellington Road at Charleston Road, whilst connecting with the residential areas in Cove) will provide an active travel corridor from the City centre to the south and</p>

	<p>into Aberdeenshire. This infrastructure will directly support the updated Regional Active Travel Action Plan and will benefit the economy through:</p> <ul style="list-style-type: none"> <li>• improved productivity of the workforce,</li> <li>• reduced congestion and</li> <li>• more efficient and effective use of land and transport networks.</li> </ul> <p>This will improve deployment of low carbon transport in the city and urban areas through active travel networks.</p>
<p><b>Prosperous People</b></p>	<p>The proposals within this report support the delivery of:</p> <p>Children and Young People - <b>Stretch Outcome 7</b> - Child Friendly City which supports all children to prosper and engage actively with their communities by 2026;</p> <p>Adults - <b>Stretch Outcome 11</b> - Healthy life expectancy (time lived in good health) is five years longer by 2026.</p> <p>The delivery of the preferred cycle path route will enable anyone to travel (able-bodied/disabled high or low income) by their preferred means, actively and safety, between villages and settlements into/from Aberdeen city.</p> <p>The content of this report is likely to be of public and media interest as it relates to active travel infrastructure at a key location to the south of the city and therefore would contribute to an improvement to the sustainable movement of people City and Region.</p> <p>A Privacy Impact Statement is not required for this report.</p> <p>An Equalities and Human Rights Impact Assessment (EHRIA) has been undertaken on this report and any future Committee reports on the detailed design of a preferred option would also be the subject of an EHRIA.</p>
<p><b>Prosperous Place</b></p>	<p>The proposals within this report support the delivery of:</p> <p><b>Stretch Outcome 14</b> - Addressing climate change by reducing Aberdeen's carbon emissions by 42.5% by 2026 and adapting to the impacts of our changing climate. Creating a new active travel route and increasing the attractiveness of the walking and cycling from south of the city should help increase the modal shift from cars to active travel thereby contributing to this outcome by reducing harmful carbon emissions;</p> <p><b>Stretch Outcome 15</b> - 38% of people walking and 5% of people cycling as main mode of travel by 2026. Again, introducing an active travel route and increasing the appeal of travelling from the south through increased safety and connectivity, will contribute to these figures.</p>

	The contents and recommendations of this report relate to the delivery of active travel infrastructure improvements for the Marywell to A956 Wellington Road Cycle Path, which is a key intervention that will assist in improving access to a major new facility. All options assessed will likely have environmental implications which will require appropriate mitigation as part of the delivery of any preferred and approved option. Consideration will be given to environmental impact through the assessment process.
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<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	Will benefit residents to the south of Aberdeen who choose/or will choose to travel actively ie walking/cycling/wheeling to and from Aberdeen City for either commuting or leisure purposes.  Less motorised traffic in the area results in less noise and air pollutants. Increased physical activity is known to improve people's physical and mental wellbeing.
<b>Technology</b>	Solutions to cycling and walking crossing facilities at junctions along the route, and along connections to existing pedestrian and cycle paths, may require the latest in intelligent traffic systems to fulfil the project objectives.
<b>Partnerships and Alliances</b>	The progression of the Marywell to A956 Wellington Road project requires partnership working with Aberdeenshire Council, Nestrans and Sustrans to ensure a continuous and coherent active travel infrastructure solution.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	An EHRIA has been prepared to accompany this report.
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not applicable

## 9. BACKGROUND PAPERS

1. Marywell/Wellington – Options Appraisal Report Executive Summary – prepared by Aecom (attached).

2. ACC External funding reports:
  - [External Funding for Transport Projects 2018/19 - PLA/18/003](#) on 24<sup>th</sup> April 2018
  - Procurement Business Case heard submitted to the CG&R 25<sup>th</sup> April 2019 (which is an exempt item due to its confidential nature), which authorises the procurement for this project

## 10. APPENDICES

**APPENDIX A** - Preferred Route from STAG-based Options Appraisal

## 11. REPORT AUTHOR CONTACT DETAILS

Name: Kevin Pert  
Title: Senior Engineer  
Email Address: [kpert@aberdeencity.gov.uk](mailto:kpert@aberdeencity.gov.uk)  
Tel: 01224 523481

## Executive Summary

Aberdeen City Council has commissioned a study to assess options for improved walking/cycling provision along the area between the Aberdeen City/Aberdeenshire boundary near the community of Marywell, northwards to the A956 Wellington Road. The study, which will involve appraisal utilising Scottish Transport Appraisal Guidance (STAG) principles, will identify a preferred option for the link. AECOM has been commissioned to undertake this study.

A key requirement of the work is the need to ensure connectivity with the cycle route between Stonehaven and Marywell currently under design with Aberdeenshire Council. Due cognisance has also been paid to a recent STAG Study (Part 1 appraisal) looking at options to improve the A956 Wellington Road corridor, which was completed by AECOM on behalf of Aberdeen City Council in 2018. The A956 (Wellington Road) STAG Study recommended outline walking and cycle infrastructure improvements along the A956, which will be further investigated as part of a STAG Part 2 appraisal.

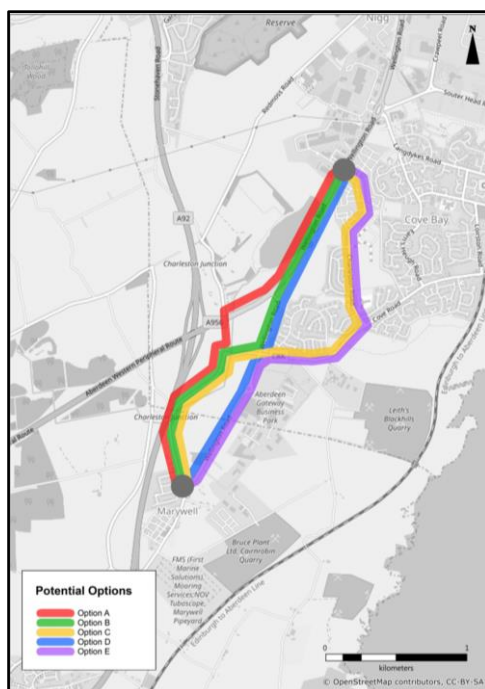
With this in mind, the study area of this project has been identified as the city section of the aspirational Stonehaven – Aberdeen Strategic Active Travel Route identified by NESTrans in their Active Travel Action Plan.

**Chapter 2** details the early stages of the project, where a desktop review was established to understand the baseline data and evidence base to set out and establish the existing situation of the wider study area. This process was used to develop an initial understanding of the region.

**Chapter 3** details an extensive active travel audit that was undertaken using the results from Chapter 2 along with a number of site visits to the study area. This process involved conducting a more specific look at the study area, with a focus on how the existing situation would inform the main constraints and opportunities available for improved active travel provision in the area.

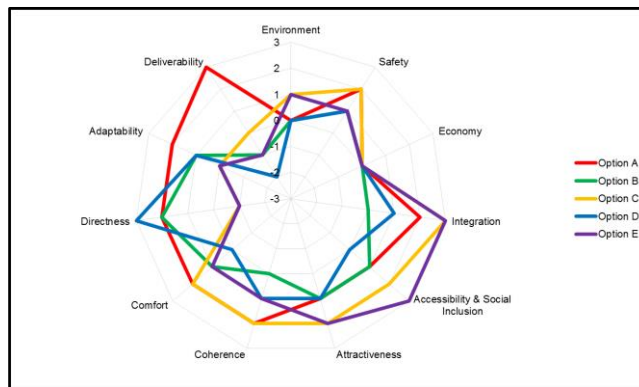
The main issues identified in the active travel audit related primarily to the lack of a cohesive and connected active travel network in the area, and the associated safety concerns that the lack of suitable infrastructure have for the wider community. However, as well as the wider goal of providing the connecting link between the potential corridor improvements occurring north and south of the study area, a number of good opportunities were identified to connect key trip generators (housing) with key trip attractors (such as the local schools, shops, and wider recreational facilities).

This section included the development of Transport Planning Objectives (TPOs) in line with STAG guidance, and a list of outline route options was developed. These are illustrated below.



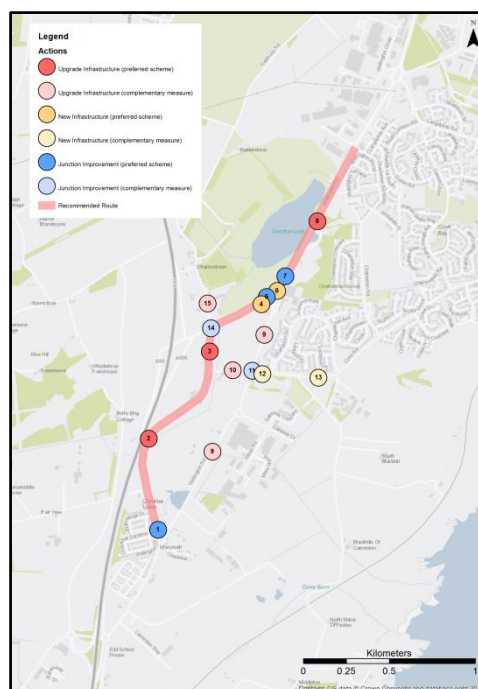
**Chapter 4** details the results of a thorough engagement process involving a wide array of interested parties, including: members of the local community; key stakeholder groups such as NESTrans, SUSTrans, and other active travel groups; and local officials from community councils and local government. As part of the engagement process an online survey was conducted to maximise the level of public engagement (over 200 responses were collected on the questionnaire). The engagement process served to solidify the evidence base for the issues and constraints identified in Chapter 3, confirming the lack of supply with regards to active travel provision and associated safety concerns, as well as highlighting the relatively large demand for active travel improvements in the area.

**Chapter 5** used the strong evidence base detailed in Chapters 3 and 4 to identify the preferred route alignment along with any complementary measures which would be appropriate for the study area. As per the project brief, this process was undertaken in line with STAG and SUSTrans guidance, and due cognisance was given to design guidelines regarding active travel provision. Of the route options identified above, **Option A** was identified as the preferred option to meet the aims of the study. The below figure illustrates the scoring for each option.

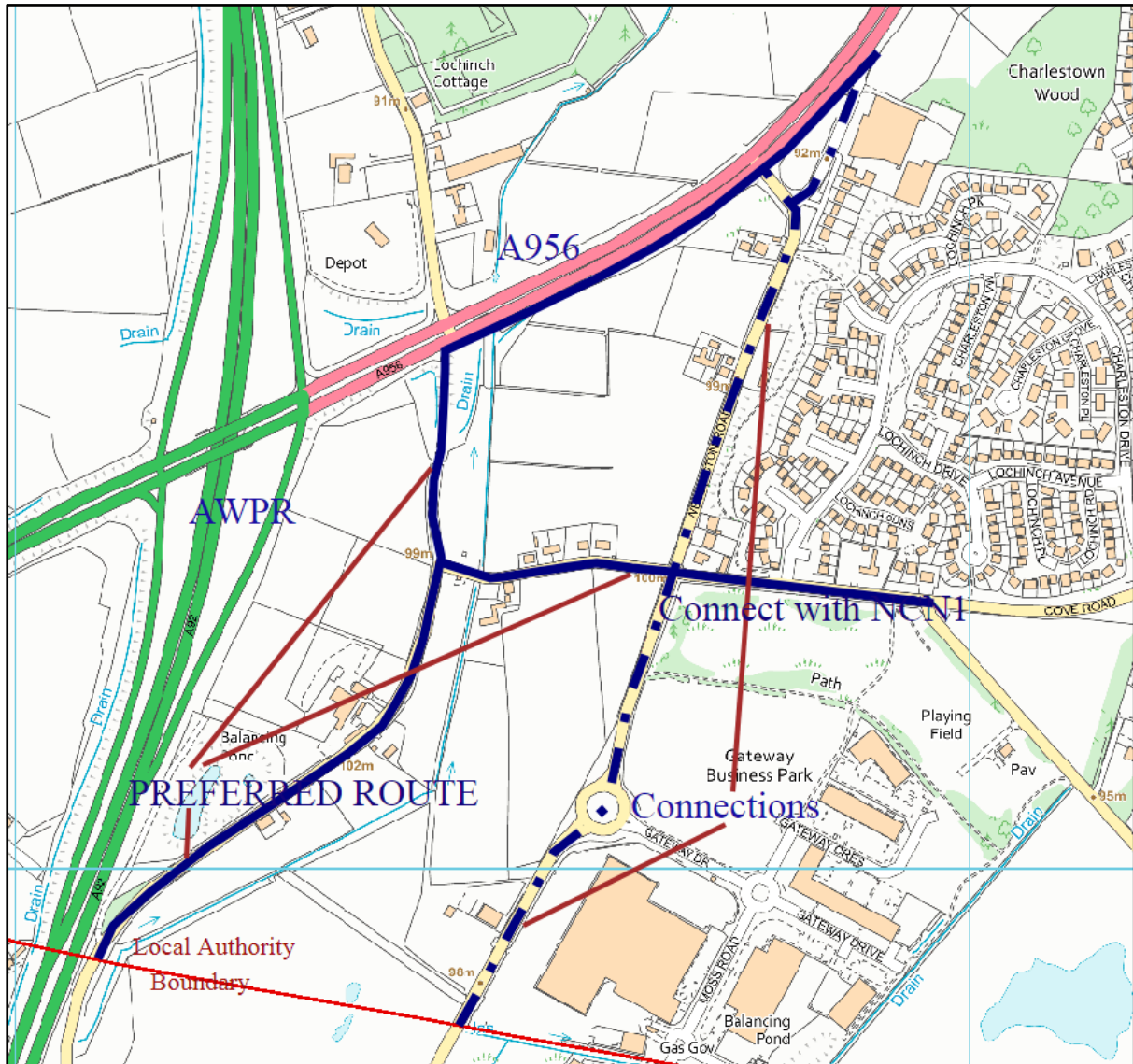


**Chapter 6** details the specific interventions that would be required to achieve the preferred option, distilled into an Action Plan. However, in addition to the preferred option, a number of complementary measures were identified throughout the study area, mainly seeking to fill in gaps to the existing active travel infrastructure, for example on sections of Cove Road. Each measure has been allocated an estimated timescale for completion, and outline cost estimates have been provided for measures included in the preferred option. Chapter 6 also details the likely phasing that would be required to complete the project, as well as identifying potential funding opportunities available.

The preferred route and proposed interventions are shown in the below figure.



# APPENDIX A – Preferred Route from STAG-based Options Appraisal



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## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	City Growth and Resources
<b>DATE</b>	6 June 2019
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Aberdeen Cross City Connections – STAG Part 2 Appraisal
<b>REPORT NUMBER</b>	PLA/19/016
<b>DIRECTOR</b>	N/A
<b>CHIEF OFFICER</b>	Gale Beattie
<b>REPORT AUTHOR</b>	Ken Neil
<b>TERMS OF REFERENCE</b>	2.3

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### 1. PURPOSE OF REPORT

- 1.1 This report advises Members of the outcomes of the Scottish Transport Appraisal Guidance (STAG) Part 2 report that has been submitted by Peter Brett Associates for Aberdeen Cross City Connections. A discussion on the findings from the STAG Appraisal is provided along with recommendations on the next steps for the schemes identified.

### 2. RECOMMENDATION(S)

That the Committee:-

- 2.1 Note the findings and outcomes of the Scottish Transport Appraisal Guidance (STAG) Part 2 Report – Aberdeen Cross City Connections Appraisal;
- 2.2 Agree that the Public Transport options C1, C2 and E1 and all the Active Travel options identified in the STAG Part 2 report (and listed in Appendix 1) for Aberdeen Cross City Connections are approved for further development work subject to future funding being identified to progress these proposals; and
- 2.3 Agree that officers work to secure external funding to allow the continued development of the schemes agreed in 2.2.

### 3. BACKGROUND

- 3.1 Reference is made to a report to the Communities, Housing and Infrastructure Committee of 24 May 2017 titled 'Aberdeen Cross City Connections – STAG Pre and Part 1 Appraisals' which approved the commissioning of a STAG Part

2 Appraisal. The key outcomes from the appraisal are summarised in the following sections.

### 3.2 Aberdeen Cross City Connections – STAG Part 2 Appraisal

3.2.1 In 2013, Aberdeen City Council published its Strategic Infrastructure Plan (SIP). The SIP focusses on the delivery of the Strategic and Local Development Plans and identifies five key infrastructure goals around housing supply, digital connectivity, skills and labour, transport and providing a better image for Aberdeen.

3.2.2 In relation to transport, the SIP identifies a new project: Cross City Transport Connections and states that:

*We will carry out a feasibility study and start to investigate ways to maximise connectivity between new developments arising from the Local Development Plan, including continuing discussions with Nestrans and Transport Scotland in relation to planning and funding.”*

3.2.3 This study is focussed on considering transport connections between new areas of development (both housing and employment) on the periphery of Aberdeen, and in areas of Aberdeenshire close to the Aberdeen City boundary, with the aim of providing viable, attractive and direct linkages, as an alternative to the private car. Using STAG methodologies, the study considers the most efficient and effective network of connections between these areas, based on alternative modes of sustainable transport. Key issues are determining patterns of demand, technical and operational feasibility of alternative modes, and commercial viability.

3.2.4 A summary of the key outcomes of the Pre-Appraisal and STAG Part 2 work is provided below. Full details of work undertaken can be found in the key study Report (*Aberdeen Cross City Transport Connections STAG Part 2 Report, SIAS, Peter Brett Associates, April 2019*). An Executive Summary is appended to this report and the full reports are available on request.

### 3.3 Public Transport Options Appraisal Summary

3.3.1 An appraisal summary is provided below of the Public Transport Options that were approved for further appraisal work through the STAG Part 1 process. Diagrams and descriptions of the routes under consideration can be found in the Executive Summary in Appendix 1.

3.3.2 Option A1 - Blackdog - Dubford - Grandhome - Stoneywood – Dyce Rail Station - Dyce P&R – Newhills – Kingswells P&R – Westhill

Option A2 - Blackdog - Dubford - Grandhome - Stoneywood – Newhills - Dyce P&R – Newhills – Kingswells P&R – Westhill

Option B1 - Blackdog - Dubford - Grandhome - Stoneywood – Dyce Rail Station - Dyce P&R – Newhills – Kingswells P&R – Westhill

Option B2 - Blackdog - Dubford - Stoneywood – Newhills – Dyce P&R – Newhills - Kingswells P&R – Westhill

These options do not provide any economic benefit and would require considerable subsidy to operate. There is also significant risk surrounding the construction and financial costs associated with the required bridge infrastructure which offsets any journey times.

- 3.3.3 Option C1 - Dyce P&R – Newhills – Kingswells P&R – Countesswells (with a potential extension from Countesswells to Chapelton of Elsick via Loirston)

Option C2 - Dyce P&R – Kingswells P&R – Countesswells (with a potential extension from Countesswells to Chapelton of Elsick via Loirston)

These options provide economic benefits if 10% modal shift from car to bus can be achieved. The options also do not require any new infrastructure which removes significant financial and construction feasibility risk. Provides good integration between travel modes as links a number of Park & Ride sites.

- 3.3.4 Option D1 - Blackdog - Dubford – Grandhome - Stoneywood - Dyce Rail Station - Dyce P&R

Option D2 - Blackdog - Dubford – Grandhome - Stoneywood – Newhills - Dyce P&R

These options do not provide any economic benefit and would require considerable subsidy to operate. While not requiring any new infrastructure to operate, the routes are too circuitous to provide any significant journey time benefits and is unlikely to be well utilised by bus users.

- 3.3.5 Option E1 – Murcar – Dubford – Grandhome – Stoneywood – Dyce P&R – Dyce Rail Station – Newhills – Kingswells P&R – Countesswells – Friarsfield – City Centre – Murcar

The option provides economic benefits if 10% modal shift from car to bus can be achieved. The option does carry financial and construction risks due to the required bridge infrastructure but this can be partially offset by the additional economic benefits from the service routeing through the city centre and many other existing communities. This increases significantly general access to employment opportunities both on the periphery of Aberdeen and in the city centre. Most favoured option by the public (from on-line survey).

### 3.4 Active Travel Options Appraisal Summary

- 3.4.1 All the active travel routes appraised are worthy of further consideration, with any considered unfeasible already having been shifted out after the site visits undertaken at the start of the STAG Part 2 process. A full list of Active Travel options can be found in Appendix 1.

- 3.4.2 The economic appraisal considered the active travel routes as part of either an 'orbital' or 'radial' network of linking active travel connections. The orbital

network connected the development sites between Blackdog, Dyce, Kingswells and Countesswells. The radial network connected Chapelton of Elsick with Loirston and the city centre.

3.4.3 The economic assessment of the orbital and radial networks highlighted that the orbital network of routes generated economic benefits under all the scenarios tested. The radial network however, only provided economic benefits under one of the nine scenarios tested. Given this, the recommendation would be to explore the development of routes forming the orbital network before development of the radial network.

3.4.4 In particular, **Options 6 or 7** (part of the orbital network) which connects Grandhome with Davidson Mills/Stoneywood and onwards to Dyce, provides a very high level of benefit under all the criteria considered. These options require the implementation of a new bridge over the River Don to directly connect between the Grandhome and Davidson Mills/Stoneywood sites. The options should be explored as a standalone active travel option (with the new bridge as a foot and cycle bridge only) and also in tandem with the public transport option (Option E1) which is also recommended for further consideration and includes the new bridge – in this case the bridge would be a public transport only link with active travel provision.

3.4.5 Other options (all part of the orbital network) which offer the greatest overall benefits against the criteria include:

**Options 8, 9, 11 and 13** – which all provide links into the area around Dyce and the employment opportunities at Dyce and Kirkhill, with Option 11 linking between Newhills/Dyce and Kingswell).

**Option 45** – which links between Kingswells and Westhill and provides greater access to the employment opportunities within both locations, as well as integration between bus and active travel modes at Kingswells Park & Ride site. This option was highly favoured in the public engagement.

## 4. FINANCIAL IMPLICATIONS

4.1 To date this project has been funded through a budget allocation from Nestrans, the Regional Transport Partnership and the Bus Lane Enforcement Fund.

4.2 £40K has been identified through the 2019/20 Nestrans budget for a review of the outcomes from the STAG Part 2 Appraisal. This would allow the identification of suitable schemes to be taken forward to the next stage of design. It is likely that Nestrans and the Bus Lane Enforcement Fund will continue to be sources of funding to allow the continued development of schemes identified through this project, however officers will seek to identify additional internal and external funding opportunities to assist with scheme development.

4.3 There will be costs associated with maintaining the infrastructure associated with both the public transport and active travel proposals. Any future

development work will identify implications for the revenue budget of any scheme being progressed.

- 4.4 All the public transport options would require a subsidy to operate given the predicted level of demand and any further development work would need to consider the challenges of generating sufficient demand to make the services commercially viable.

## 5. LEGAL IMPLICATIONS

- 5.1 There are no legal implications at this stage of the work, however future land requirements for potential options will need to be noted as development of the options progresses.

## 6. MANAGEMENT OF RISK

- 6.1 There is a risk inherent in not progressing key transport infrastructure improvements set out in the Strategic Infrastructure Plan which will deliver a range of benefits including sustainable transport modes. Specific risks are as follows:

	Risk	Low (L), Medium (M), High (H)	Mitigation
<b>Financial</b>	<p>A transport network not performing to the peak of its abilities could result in city and regional economic harm by undermining the Council's ability to deliver its strategic objectives in terms of the Regional Economic Strategy, LTS and LDP.</p> <p>There could be risks associated with not implementing the recommendations in terms of potential future loss of grants to modify and improve the transport network, and possible continuing societal costs arising from ill health associated</p>	H	<p>Continue to take advantage of external funding opportunities as they arise and make appropriate use of Developer Contributions.</p> <p>Work with the Director of Resources to understand future year implications on the Capital Plan arising from delivery of schemes identified through the Aberdeen Cross City Connections study.</p>

	<p>with poor air and noise quality and physical inactivity.</p> <p>There is risk in terms of adopting a strategy with no funding for delivery.</p>		
<b>Legal</b>	<p>Potential acquisition of land required through the Compulsory Purchase process.</p>	H	<p>Identification of land requirements at an early stage in the design process. Design objectives will minimise the land required.</p>
<b>Employee</b>	<p>There may be insufficient staff resource to progress delivery of the various proposals.</p> <p>Employees who routinely drive to work may be dissatisfied with the implementation of some of the recommended actions. Conversely, those travelling by sustainable modes may see an improvement in their travelling conditions.</p>	L	<p>Monthly monitoring of project using Project Status Reports will reflect risks at the earliest opportunity with issues highlighted to the Transport Programme Board.</p> <p>Proposals do not directly target staff but treat all citizens and visitors equally.</p> <p>A robust communication plan will accompany implementation of proposals, so people are aware of why decisions have been made and what the implications are.</p>
<b>Customer</b>	<p>There are risks affecting customers, citizens and visitors alike relating to a transport network which does not reflect the changing needs of the economy, society and personal health and wellbeing if the recommendations are not delivered.</p> <p>Customer dissatisfaction may arise from the implementation of some of the recommendations.</p>	H	<p>Members of the public and stakeholders have already informed the study and will continue to be involved as the proposals develop and move to implementation via statutory processes for TROs etc.</p>

	The final outcomes / recommendations may not reflect the needs of certain transport users. This could result in public / stakeholder opposition to changes and / or objections to TROs.		
<b>Environment</b>	The projects work towards delivering the outcomes of the Local Transport Strategy which has a specific environmental objective- 'Improved air quality and environment'	M	Consideration of any potential environmental impacts for any potential option, both beneficial and detrimental, and the identification of appropriate mitigation in consultation with appropriate Council Officers and bodies.
<b>Technology</b>	There are no technological risks	L	The introduction of any options does not require the application of new technology although potential opportunities will be investigated as part of the detailed design process.
<b>Reputational</b>	Not implementing the proposals could result in reputational risk should the Council be seen as not making efforts to improve walking, cycling and public transport.	M	Maximise opportunities to progress scheme development and seek access to external funding sources to assist with the implementation.

## 7. OUTCOMES

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	The proposals in this report support the delivery of LOIP Stretch Outcome 1, Key Drivers 1.3 ( <i>Improving investment into Aberdeen and Aberdeen businesses</i> ) and Stretch Outcome 2, Key Driver 2.2 ( <i>Ensuring access for all employers to skilled labour</i> ) in that a transport network which supports the efficient and effective movement of people and

	goods is critical to maintaining a healthy economy for the city and wider region and supporting access to employment opportunities for all members of society.
<b>Prosperous People</b>	The proposals in this report support the delivery of LOIP Stretch Outcome 3, Key Driver 3.4 ( <i>Improving health and reducing inequalities</i> ) and LOIP Stretch Outcome 11, Key Drivers 11.4 ( <i>Encouraging adoption of healthier lifestyles</i> ). Schemes developed through the Aberdeen Cross City Connection study will increase opportunities for people to walk, cycle or take public transport for everyday journeys, bringing health benefits and contributing to reducing harmful emissions from road transport.
<b>Prosperous Place</b>	The proposals in this report support the delivery of Stretch Outcome 14, Key Driver 14.1 ( <i>Reducing emissions across the city through delivery of Aberdeen's Sustainable Energy Action Plan 'Powering Aberdeen'</i> ) in that encouraging modal shift to active and sustainable forms of transport should contribute towards reducing harmful emissions from road transport. The proposals in this report also support the delivery of) and Stretch Outcome 15, Key Driver 15.1 ( <i>Supporting different ways for active travel in everyday journeys, using partners and volunteers to address safety, infrastructure, fitness, well-being and confidence</i> ) in that schemes developed through the Aberdeen Cross City Connections will increase opportunities for people to walk, cycle or take public transport for everyday journeys, thus improving health and wellbeing.

<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	Will benefit residents, businesses and visitors by creating a more efficient and an expanded sustainable transport network, with an improved experience for people to walk, cycle or take public transport for everyday journeys.
<b>Organisational Design</b>	Will provide clarity to various Council departments on future transport priorities in Aberdeen.
<b>Governance</b>	Will comply with internal governance procedures.
<b>Workforce</b>	Will involve the workforce in sourcing external funding through available sustainable transport funds to progress Active Travel options.
<b>Process Design</b>	Any schemes being taken forward will be subject to appropriate process design procedures.



<b>Technology</b>	Recommendations recognise the need to consider new and emerging technologies in term of improved network management and supporting businesses and individuals to make more sustainable travel choices.
<b>Partnerships and Alliances</b>	The Aberdeen Cross City Connections study is a partnership project with ACC, Aberdeenshire Council and Nestrans agreeing shared priorities and a common vision for the regional transport network.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	An Equalities and Human Rights Impact Assessment (EHRIA) has not been undertaken on this report as the LTS and RTS from which the transportation proposals within this report are an integral part have been subject to the appropriate assessments. Future Committee reports on the detailed design of any preferred option would be the subject of an EHRIA.
<b>Data Protection Impact Assessment</b>	Not required.
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not Applicable

## 9. BACKGROUND PAPERS

- 9.1 CHI/17/091 – Aberdeen Cross City Connections STAG Pre and Part 1 Appraisal – Communities Housing and Infrastructure - Committee Report – 24 May 2017

Aberdeen Cross City Connections STAG Pre & Part 1 Appraisal Report

## 10. APPENDICES

Appendix 1 - Aberdeen Cross City Connections STAG Part 2 Report – Executive Summary

Please note that the full STAG Part 2 Report is available to Members on request.

## 11. REPORT AUTHOR CONTACT DETAILS

Ken Neil  
Senior Engineer (Transport Strategy and Programmes)  
kenn@aberdeencity.gov.uk

01224 523476



# Aberdeen Cross City Transport Connections

Description:	<b>Aberdeen Cross City Transport Connections Study STAG Part 2 Report Executive Summary</b>
Produced by:	<b>Peter Brett Associates (PBA)</b>
Date:	<b>24 May 2019</b>
Project Manager:	<b>Emily Seaman</b>
Project Director:	<b>Scott Leitham</b>
Report Authors:	<b>Emily Seaman Rachel Thomas Alec Knox</b>
Report Reviewers:	<b>Scott Leitham</b>

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## Study Background

Aberdeen City Council (ACC) along with Aberdeenshire Council (AC), Nestrans and Transport Scotland have commissioned Peter Brett Associates (PBA) to undertake a Scottish Transport Appraisal Guidance (STAG) Part 2 Appraisal of sustainable transport connections between a number of development sites in Aberdeen and Aberdeenshire.

The study follows on from the study's STAG Pre-Appraisal and Part 1 Appraisal work which PBA undertook as part of a wider consultant team.

The purpose of the study is to **examine transport connections between new areas of development on the periphery of Aberdeen, and in areas of Aberdeenshire close to the Aberdeen City boundary with the aim of providing viable, attractive and direct linkages, as an alternative to the private car.**

While the study is focussed on connecting major planned developments, it has also considered interchange points linking radial and orbital routes, the potential creation of interchange 'hubs' and transport integration between bus, rail and active travel modes including Park & Ride (P&R) sites (being rebranded Aberdeen wide as Park & Choose sites), as well as linking the planned development sites to existing key employment centres. In essence, the aim is **to maximise the sustainable transport based accessibility associated with the developments.**

## Pre-Appraisal Summary

A Pre-Appraisal report was produced in August 2016.

The report covered:

Problems, Opportunities, Issues, & Constraints – which were informed through a baselining and engagement exercise reported in the study's Baseline Report (*Aberdeen Cross City Transport Connections Baseline Report, SIAS, PBA and EE, January 2016*).

Objective Setting

Option Development & Sifting

Conclusions and Next Steps

A summary of the key outcomes of the Pre-Appraisal work is provided below. Full details of all the Pre-Appraisal work undertaken can be found in the study's Pre-Appraisal Report (*Aberdeen Cross City Transport Connections Pre-Appraisal Report – Final, SIAS, Peter Brett Associates and Energised Environments, August 2016*).

## Problems, Opportunities, Issues & Constraints

This study is considering a future position when the development sites are built out. At present, the development sites under consideration are predominantly greenfield sites which are either yet to be developed or are at a very early stage of development. Hence the problems and opportunities identified relate to potential future **problems** (that could arise if the sites are built out with no provision for sustainable transport access made) and the opportunity to mitigate against these future problems. The future problems could include: additional road congestion, environmental impacts and an increased safety risk for all road users - if a heavy reliance on the private car prevails; community severance; and reduced access to employment, services, and retail and leisure facilities. There is a clear **opportunity** to provide sustainable transport accessibility to create modal shift away from the car and reduce the impact of the identified problems.

A range of existing underlying **issues** with the wider transport network were identified and considered during option development, including: the Aberdeen Western Peripheral Route (AWPR) which will lead to changes in travel patterns in and around the city with enhanced orbital journey times offered by the route; the potentially low commercial appetite of bus operators to run orbital services given the existing low demand; the likely rural nature of some of the active travel routes on the periphery of the city (potentially with lighting and surfacing issues); and current high private car use which may require a culture change to enable the success of new sustainable transport provision (although this may be positively influenced through the implementation of the Aberdeen City Centre Masterplan).

Key **constraints** identified included: the routes of the River Dee and River Don making the development of non-circuitous routes challenging unless major infrastructure is provided; the topography and steep gradients within certain areas which may make active travel an unattractive option; the alignment of the development sites between the A96(T) and the A93 – notably the sites at Greenferns, Countesswells, Maidenraig and Oldfold Farm, which makes it difficult to provide a single non-circuitous orbital connection between the sites; **the rural nature of many of the sites south of Dyce**, particularly the Countesswells and Chapelton of Elsick sites meaning a lack of existing infrastructure and a need for new infrastructure (and hence high cost) to provide connections; and **the competition between bus and rail travel modes**, particularly between Chapelton of Elsick and Dyce.

**Objective Setting**

Taking cognisance of the policy context and the key problems identified during the study, eight Transport Planning Objectives (TPOs) were set and agreed with the Client Group and are detailed in **Error! Reference source not found.**

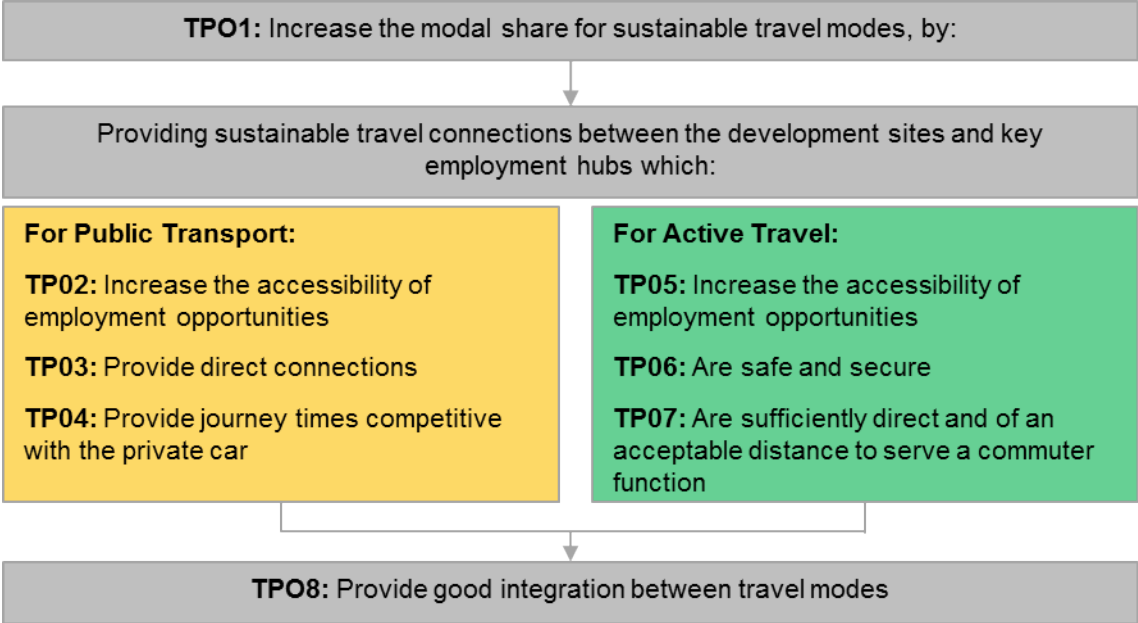


Figure Error! No text of specified style in document.:1: Transport Planning Objectives

**Option Development**

Options were generated through a number of steps including:

**Establishing the existing and future public transport and active travel networks**

**Establishing the key interchange points:** identified as: Dyce Rail Station, A96(T) Park & Ride (under construction); Kingswells Park & Ride; Portlethen Park & Ride site (not yet developed but with planning approval granted) and Portlethen Railway Station;

**Establishing existing and future employment hubs:** identified as Aberdeen City Centre; Bridge of Don (north Aberdeen); Dyce (north-west of Aberdeen); Westhill (west of Aberdeen); Altens/Tullos/Cove Bay (south Aberdeen); and Badentoy (Portlethen); and

**Stakeholder Engagement** with: both Aberdeen City Council and Aberdeenshire Council public transport and active travel officers; bus operators; Scottish Enterprise; Opportunity North East (One); Aberdeen & Grampian Chamber of Commerce; the Federation of Small Businesses; Energetica; and a full range of active travel groups in the area.

Public transport options were developed in terms of a broad hierarchy of increasing complexity and cost for a northern section (Blackdog – Dyce) and a southern section (Dyce - Loirston / Chapelton of Elsie), with further consideration given to more minor changes to existing public transport services.

Active travel options were considered between adjacent pairs of sites and with cycle commuting as a focus given the distances involved. As there are already a large number of existing active travel routes (including off-road Core Paths, dual use facilities and on-road cycle provision) which connect to the development sites, rather than developing entirely new routes between pairs of sites, the active travel links developed were largely concerned with filling in 'missing links' in existing routes so as to provide a continuous connection; and / or upgrading an existing route to a level considered suitable for commuters (i.e. providing appropriate surfacing / lighting etc.).

A process of option sifting was undertaken to remove any options not felt to meet the Transport Planning Objectives or which were felt to be highly unfeasible.

## Options for Appraisal

Work undertaken to develop both public transport and active travel options generated 22 public transport options and 38 active travel options.

During the Part 1 Appraisal for both the public transport and active travel options, minor alterations were required to a number of the public transport and active travel routes as, during the more detailed consideration of the routes, feasibility issues and/or improved routeing possibilities were identified. Therefore, the options presented in the Pre-Appraisal Report (*Aberdeen Cross City Transport Connections Pre-Appraisal Report – Final*, SIAS, Peter Brett Associates and Energised Environments, August 2016) and final options appraised at Part 1 as presented in the Part 1 Report (*Aberdeen Cross City Transport Connections - STAG Part 1 Report - Final - Revised*, SIAS, Peter Brett Associates and Energised Environments, March 2017) do not exactly match.

The final options which were appraised at STAG Part 1 can be found in the Part 1 Report.

## Part 1 Appraisal Summary

The Part 1 Appraisal is an initial appraisal of the options generated during Pre-Appraisal. It involved:

Background information relating to the geographical, economic and social context of the study area;

A qualitative appraisal of the options against the study Transport Planning Objectives (TPOs);

A qualitative appraisal of the options against the STAG Criteria of Environment, Economy, Safety, Accessibility & Social Inclusion, and Integration;

Appraisal of the fit of the options with established policy directives;

Assessment of the Feasibility, Affordability, and Public Acceptability of options;

Participation and Consultation;

Completion of Appraisal Summary Tables for all options; and

Discussion on the potential packaging of options and next steps.

At this phase in the study, an indicative assessment of the scope and scale of the benefits and impacts associated with each option were considered. This allowed for a focus of appropriate effort and



resources towards options which merit detailed quantitative appraisal at the Part 2 Appraisal stage, and eliminates options which are unlikely to meet the Transport Planning Objectives, alleviate problems, or realise opportunities identified during Pre-Appraisal.

However, given the number of options recommended for further appraisal at STAG Part 1, and a need to effectively appraise these options, discussion was undertaken with the Client Group on the most robust way forward to allow for workable analysis. Two options were discussed:

A further round of option sifting to reduce the number of options by combining northern and southern strategic options into full orbital routes; and

Undertaking a focused 'hierarchical appraisal' that appraised the options using the key criteria most likely to quickly eliminate options – rather than undertaking the full Part 1 appraisal (against the TPOs, STAG criteria, and affordability, public acceptability and feasibility criteria) for all options.

Combining the northern and southern strategic options into full orbital routes at this stage was not deemed desirable as it would require assumptions to be made as to the most appropriate options to combine – and may end up with, for example:

A poorly performing southern option combined with a well performing northern option – which together could potentially combine to create an option which would be rejected despite the northern section performing well (which would have been clear if they had been appraised separately); and

Northern and southern option combinations which do not combine to form the most optimal orbital route(s).

Through discussion it was therefore agreed that a *focused appraisal* at Part 1 was more appropriate. The key criteria against which options were considered initially were agreed as:

For the **public transport** options:

- **Accessibility:** and the development of **Accessibility & Connectivity indicators** for the options to show accessibility improvements and the development of Hansen indicators to show changes in access to employment; and
- **Affordability:** including consideration of up front capital construction costs; costs of vehicle acquisition, etc.; ongoing annual operating and maintenance costs; and farebox revenue.

For the **active travel** options:

- A focus on the key **Transport Planning Objectives:** covering modal shift (TPO1), **safety** (TPO6), and **directness** (TPO7); and
- **Affordability:** considering the capital cost of all elements of each option including surfacing, crossings, signage etc.

To support the analysis a long term future picture of jobs and people was developed. This takes account of: trends in reducing household sizes, jobs 'skimming' from city centre and other employment hubs, population totals (as stated in the Aberdeen and Aberdeenshire Strategic Development Plan).

A high level appraisal against the full Part 1 criteria (TPOs, STAG Criteria (Environment, Safety, Economy, Integration, Accessibility, and Social Inclusion), Established Policy Directives, Feasibility, Affordability, and Public Acceptability) was then undertaken with a subsequent option selection or rejection process.

The public transport options which are considered worthy of further appraisal at STAG Part 2 were then further developed including consideration of:

Combining the selected options appropriately;

The further work required to explore the options south of the Countesswells site, given: the issues identified with regards to the commercial viability of services due to the more geographically dispersed development sites in the south and the associated user demand issues; and the feasibility constraints in relation to an appropriate route through the Bielside area because of the existing topography and narrow road widths, and the potential high cost to provide an alternative route.

A re-numbering process was undertaken to provide a final succinct consolidated list the public transport options recommended for further appraisal at STAG Part 2. These final options can be found in the STAG Part 1 Report.

For all public transport options, note that bus is assumed as the operating travel mode, with high quality modern buses assumed to be utilised with the ability to carry cycles. It is also assumed that all interchange points have suitable cycle parking/storage available.

The appraisal of the active travel options and network highlighted the greater benefits of connections in the north of the study area between Blackdog and Dyce, which would connect the large planned residential area of Grandhome, and additionally those at Stoneywood and Blackdog, with the key employment centres at Dyce and Murcar. In particular, the building of a bridge over the River Don between Grandhome and Stoneywood has the capacity to provide a direct route between the sites, significantly reducing active travel journey time and encouraging sustainable travel.

It was further recommended that additional work could be undertaken to develop the active travel network around Kingswells.

The public transport options will all require a level of subsidy to operate until the development sites are built out such that a critical level of demand is generated for commercial viability. Unlike this, the active travel options, if implemented, could provide some 'quick wins' in providing improved accessibility without any need for on-going subsidy.

The key recommendation from the Part 1 appraisal was that while it was acknowledged that public transport options in both the north and south of the study area had merit for further appraisal, the options in the north all utilise a new bridge over the River Don (similar to the key active travel connection recommended between Grandhome and Stoneywood which could be incorporated in any bridge design). The development of this key piece of infrastructure would provide benefits for active travel accessibility in the shorter term and enable the operation of successful public transport services in the medium to longer term. The bridge connection is therefore highlighted as the key element to be considered as the study progresses. Engagement with the developers of the Grandhome and Stoneywood sites, the relevant landowners, and businesses located to the west of the River Don (where the new bridge would be required to 'land') would be worthwhile at an early stage in order to enable buy in to the concept. Detailed assessment of the flood risk in this area is also required.

## Part 2 Appraisal Summary

PBA were commissioned in September 2017 to undertake a STAG Part 2 Appraisal of the options developed at STAG Part 1.

### Options for Appraisal

Prior to the Part 2 Appraisal, the options recommended for further appraisal at STAG Part 1 were revisited and reconsidered in light of any changes in policy, development site masterplans, infrastructure changes, and overall housing and employment growth projections. The feasibility of the options was also considered in greater detail at this stage especially in light of the active travel options, in order to rule out any options and remove undue appraisal off unrealistic or infeasible connections.

The final options considered at the Part 2 Appraisal Stage are shown in [Figure 1:2](#), [Figure 1:3](#), and [Figure 1:4](#) with:

**Public Transport Options** (9 in total): shown in [Figure 1:2](#) and [Figure 1:3](#). In the figures the dotted lines within the development sites indicate that the route would go through the development site but no

specific route has been identified as this would be dependent on the final layout of the sites as they develop. For these options, in many instances it is assumed that a parallel active travel route would be provided as part of the option.

**Active Travel Options** (21 in total): shown in [Figure 1:4](#), with the active travel routes between all sites – formed in some instances as an option on its own, or an option in combination with existing routes of suitable quality. It is assumed that the active travel routes developed would form a network of routes connecting up the sites and ‘branded’ as the ‘orbital active travel network’ or similar to identify it and promote its use.

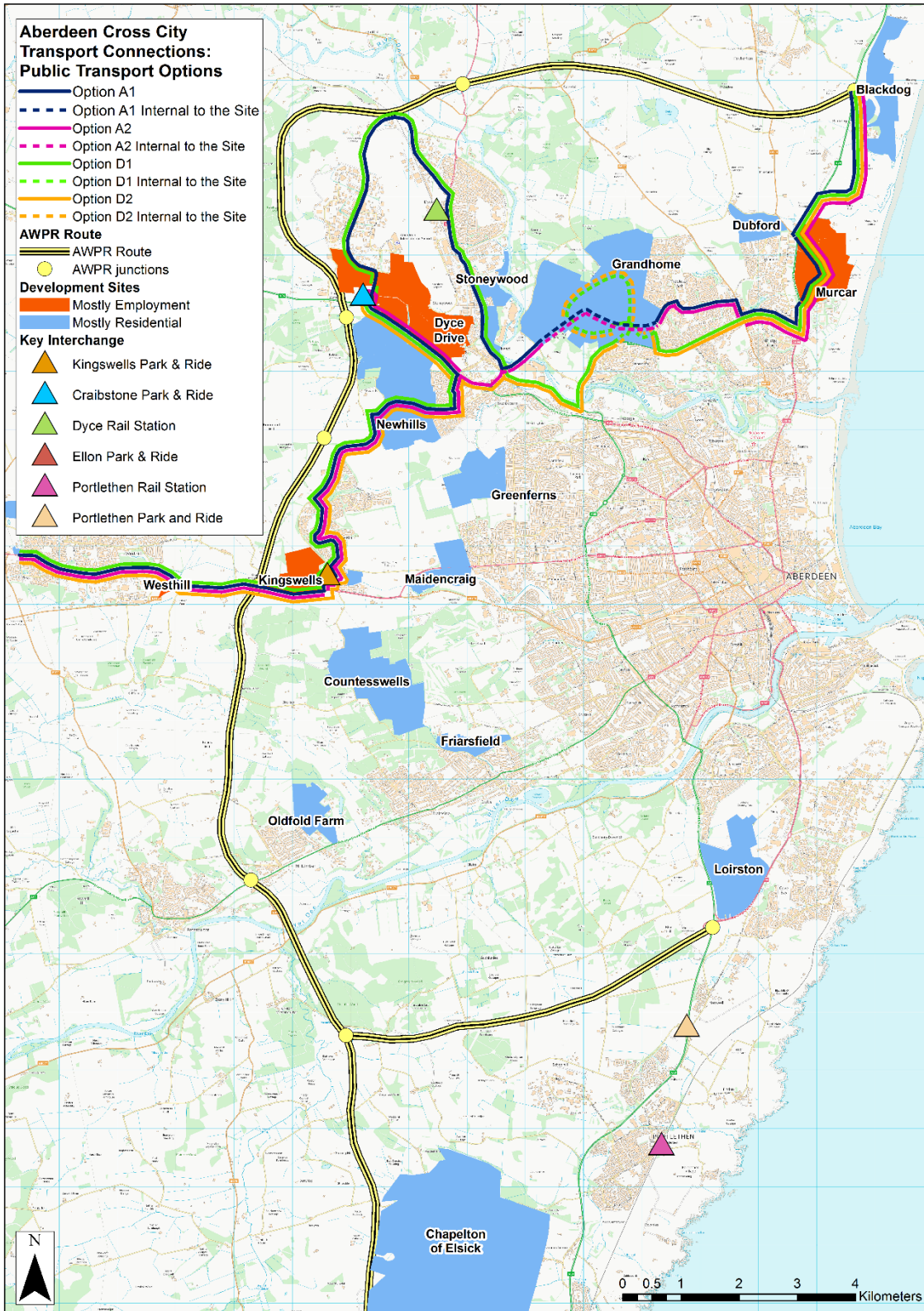


Figure Error! No text of specified style in document.:2: Public Transport Options - (Options A1, A2, D1 and D2)



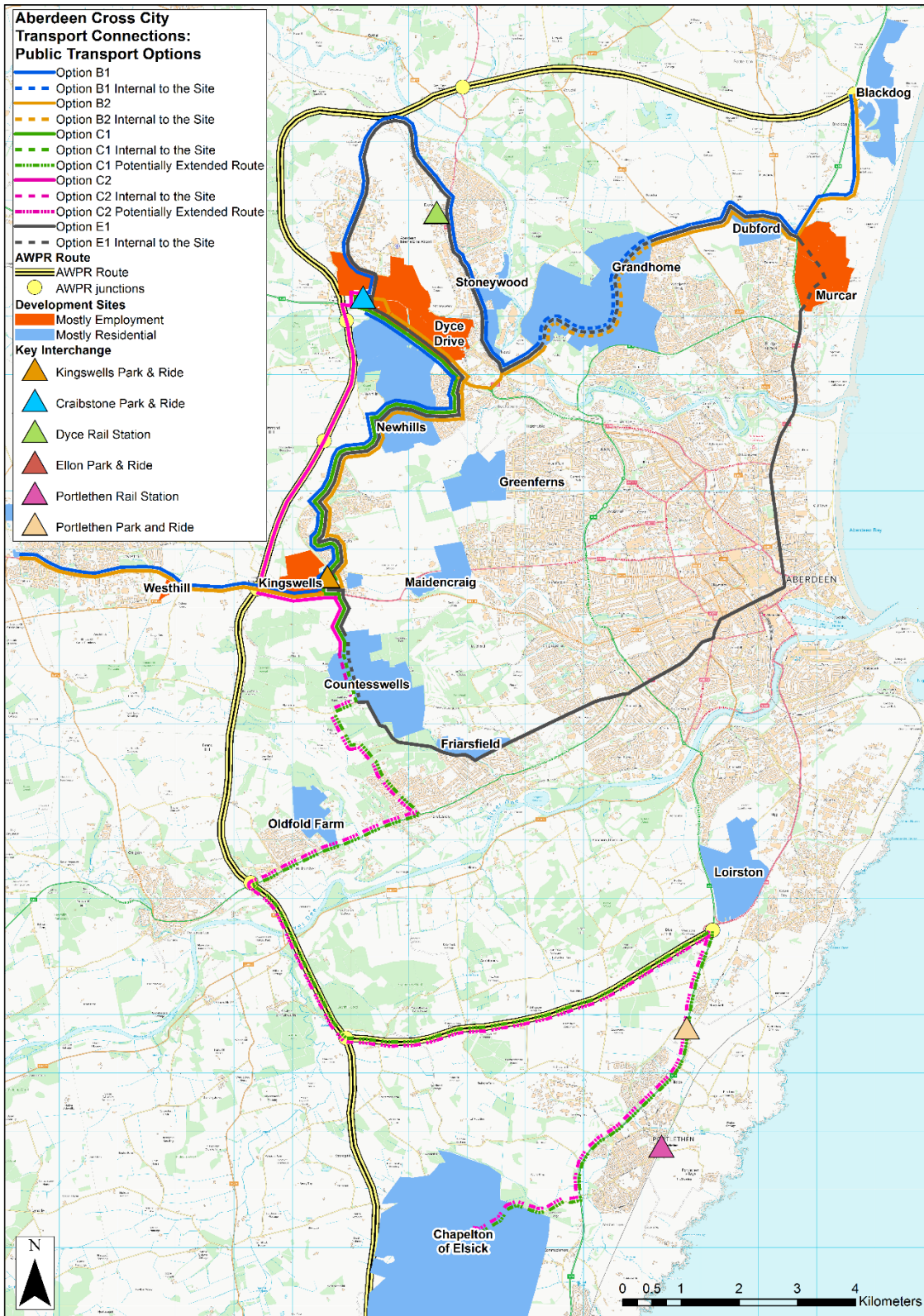


Figure Error! No text of specified style in document.:3: Public Transport Options - (Options B1, B2, C1, C2 and E1)

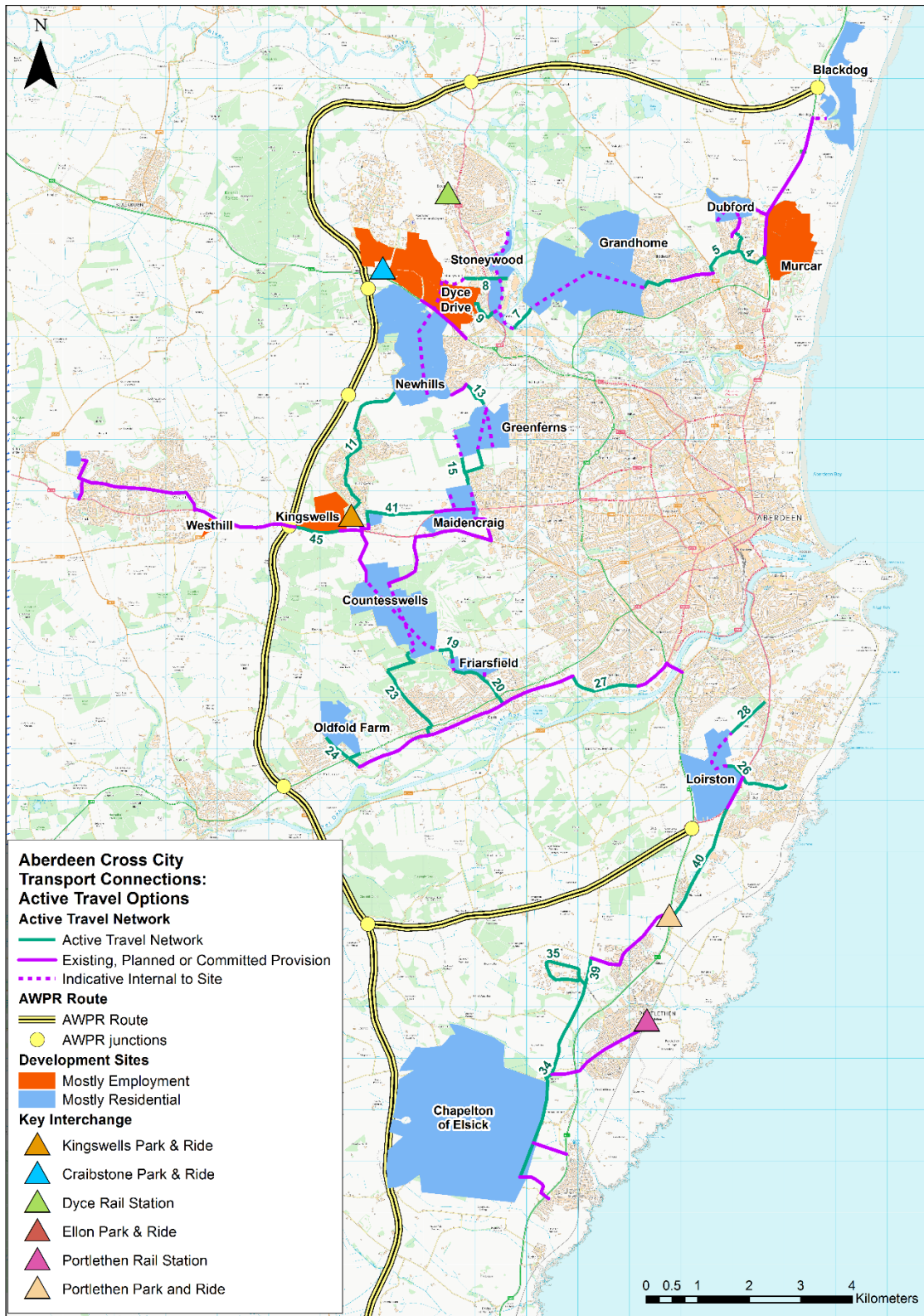


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Part 2 Appraisal Methodology

The STAG Part 2 Appraisal phase is a more detailed appraisal of the options taken forward from Part 1. It includes a detailed appraisal of option performance against the:

TPOs;

STAG criteria;

Cost to Government; and

Risk and Uncertainty.

The options, where appropriate, were scored using the STAG seven-point scale ranging from 3 (Major Negative Impact) to +3 (Major Positive Benefit). To allow for clarity for decision makers when considering the benefits and impacts of options compared to one another, the scoring of options has been undertaken relatively between public transport options and between the active travel options such that the options with the greatest benefits have been awarded the highest scores, and conversely the options with the greatest negative impacts have been awarded the lowest scores.

To inform the Public Acceptability criteria, a public consultation was undertaken towards the end of the Part 2 Appraisal stage. Given the wide geographical area encompassed by the study, the engagement took the form of an online questionnaire and supporting Engagement Pack, both of which were publicised by the Council through the Council's communications team.

Full details of the appraisal undertaken, the individual scores awarded to each criteria for each public transport option and for the active travel network, as well as full details of the consultation undertaken and the analysis of outcomes, can be found in the Part 2 Appraisal Report and its associated Appendices, *Aberdeen Cross City Transport Connections - STAG Part 2 Report – Final, (PBA 2019)*.

### Summary of Selection / Rejection

**Table 1:1** shows the full scoring awarded to each criteria for each public transport option and **Table 1:2** presents the rationale for each public transport option's selection or rejection.

**Table 1:3** provides a summary of the appraisal scoring for all the active travel options as well as whether the option was recommended for selection or rejection.



Table Error! No text of specified style in document.:1: Public Transport Options – Appraisal Summary Scores

Option	Transport Planning Objectives					STAG Criteria					Risk Rating			Select or Reject?
	TPO1	TPO2	TPO3	TPO4	TPO8	Environment	Safety	Economy	Integration	Accessibility & Social Inclusion	Public Acceptability	Cost to Government	Risk and Uncertainty	
A1	2	3	2	2	3	-1	1	-2	3	3	Low	High	Medium	Reject
A2	2	2	2	2	2	-1	1	-2	2	2	Low	Medium	Medium	Reject
B1	2	3	3	3	3	-1	1	-2	3	2	Medium	Medium	High	Reject
B2	2	2	3	3	2	-1	1	-2	2	1	Low	Medium	High	Reject
C1	1	2	2	2	3	1	1	1	3	2	Low	Medium	Low	Select
C2	1	1	3	2	3	1	1	1	3	1	Medium	Medium	Low	Select
D1	1	3	1	1	3	0	0	-3	3	3	Low	High	Low	Reject
D2	1	2	1	1	2	0	0	-3	2	2	Low	Medium	Low	Reject
E1	3	3	2	3	3	0	2	1	3	3	Low	High	Medium	Select



Table Error! No text of specified style in document.:2: Public Transport Options – Appraisal Summary Scores

Select or		
ID	Reject	Rationale for Selection or Rejection
A1	Reject	The option does not provide any economic benefit and would require considerable subsidy to operate. There is also significant risk surrounding the construction and financial costs associated with the required bridge infrastructure which offsets any journey time benefits realised.
A2	Reject	The option does not provide any economic benefit and would require considerable subsidy to operate. There is also significant risk surrounding the construction and financial costs associated with the required bridge infrastructure which offsets any journey time benefits realised.
B1	Reject	The option does not provide any economic benefit and would require considerable subsidy to operate. There is also significant risk surrounding the construction and financial costs associated with the required bridge infrastructure and public transport only link between Dubford and Grandhome which offsets any journey time benefits realised.
B2	Reject	The option does not provide any economic benefit and would require considerable subsidy to operate. There is also significant risk surrounding the construction and financial costs associated with the required bridge infrastructure and public transport only link between Dubford and Grandhome which offsets any journey time benefits realised.
C1	Select	The option provides economic benefits if 10% modal shift from car to bus can be achieved. The option also does not require any new infrastructure which removes significant financial and construction feasibility risk. Provides good integration between travel modes as links a number of Park & Ride sites.
C2	Select	The option provides economic benefits if 5% modal shift from car to bus can be achieved. The option also does not require any new infrastructure which removes significant financial and construction feasibility risk. Provides good integration between travel modes as links a number of Park & Ride sites.
D1	Reject	The option does not provide any economic benefit and would require considerable subsidy to operate. While not requiring any new infrastructure to operate, the route is too circuitous to provide any significant journey time benefits and is unlikely to be well utilised by bus users.
D2	Reject	The option does not provide any economic benefit and would require considerable subsidy to operate. While not requiring any new infrastructure to operate, the route is too circuitous to provide any significant journey time benefits and is unlikely to be well utilised by bus users.
E1	Select	The option provides economic benefits if 10% modal shift from car to bus can be achieved. The option does carry financial and construction risks due to the required bridge infrastructure but this can be partially offset by the additional economic benefits from the service routeing through the city centre and many other existing communities. This increases significantly general access to employment opportunities both on the periphery of Aberdeen and in the city centre. Most favoured option by the public (from on-line survey). Note E2 variant to E1 would yield similar results to E1.

Table Error! No text of specified style in document.:3: Active Travel Appraisal Scores

Op.	Transport Planning Objectives										Risk Rating			Select or Reject?
	TPO1	TPO5	TPO6	TPO7	TPO8	Environment	Safety	Economy	Integration	Accessibility & Social Inclusion	Affordability	Public Acceptability	Risk and Uncertainty	
4	2	2	2	3	2	1	1.8	2	3	1	Low	Medium	Low	Select
5	2	2	1	2	2	1	1	2	3	1	Low	Medium	Low	Select
7	3	3	3	2	3	0	3	2	3	2	Medium	Medium	High	Select
8	2	2	1	3	3	1	1	2	3	2	Low	Medium	Low	Select
9	2	2	2	3	3	0	2.3	2	3	2	Low	Medium	Medium	Select
11	2	2	3	2	3	1	2.8	2	3	2	Medium	Medium	Medium	Select
13	2	1	3	2	1	1	3	2	3	2	Low	Medium	Low	Select
15A	2	1	3	2	1	-1	3	2	3	2	Low	Medium	Medium	Select
15B	2	1	3	2	1	0	3	2	3	2	Medium	Medium	Medium	Select
19	2	1	3	2	1	1	3	2	3	1	Low	Low	Medium	Select
20	2	1	2	1	2	1	2.2	2	3	1	Low	Low	Medium	Select
23	2	1	1	1	2	0	1	2	3	1	Medium	Medium	Low	Select
24	2	1	1	2	2	1	1.1	2	3	1	Low	Medium	Low	Select
26	1	2	3	2	2	1	3	-1	3	2	Medium	Medium	Medium	Select
27	2	2	3	3	2	1	3	2	3	2	Medium	Low	Medium	Select
28	1	2	1	3	2	0	1	-1	3	2	Low	Medium	Low	Select
34	1	3	2	2	3	0	2	-1	3	1	High	Low	High	Select
35	1	2	3	1	3	1	3	-1	3	1	Low	Medium	Medium	Select
39	1	3	3	1	3	1	3	-1	3	1	Medium	Medium	Low	Select
40	1	3	3	2	3	0	3	-1	3	1	Medium	Medium	Medium	Select
41	2	2	1	2	3	1	1	2	3	2	Low	Low	Low	Select
45	2	2	3	3	3	1	3	2	3	1	Medium	Low	Medium	Select

## Conclusions and Recommendations

### Public Transport

It is recommended that the public transport Options C1, C2 and E1 (as shown in [Figure 1:5](#)) are worthy of further consideration. These options all generated economic benefits if sufficient modal shift can be achieved (although subsidy is required). 4.4.2 While an Option E2 which directly links Stoneywood and Dyce (similar to Options A2 and B2) has not been explored in detail, it would likely yield similar results to Option E1 and could be considered subject to further investigation.

It is noted that the Economy appraisal utilised ASAM to support the option appraisal. However, the granularity of the ASAM zoning system was not sufficiently disaggregated to account for individual masterplan sites and, in addition, the masterplan site's geographical boundaries often spanned across more than one individual ASAM zone. As such, the assessment utilised trip distribution patterns from the most appropriate 'neighbouring' ASAM zone. In addition, an uplift factor, based on population, was applied to generate an estimate of the benefits to existing communities (out with the development sites).

One key recommendation would therefore be to test the options in ASAM once the AWPR has been implemented and the ASAM model updated accordingly to reflect the changes in travel patterns and behaviours. This would provide a more robust assessment of the commercial reality of the options and the likely required subsidy.

### Active Travel

All the active travel routes appraised at Part 2 are worthy of further consideration but it is recommended that the routes in the orbital network (those connecting the development sites between Blackdog, Dyce, Kingswells and Countesswells) be explored before development of the radial network (connecting Chapelton of Elsick with Loirston and the city centre).

In particular, **Option 7** (or 6), part of the orbital network, which connects Grandhome with Davidson Mills/Stoneywood and onwards to Dyce, provides a very high level of benefit under all the criteria considered. This option includes the required implementation of a new bridge over the River Don to directly connect between the Grandhome and Davidson Mills/Stoneywood sites. The option should be explored as a stand-alone active travel option (with the new bridge as a foot and cycle bridge only) and also in tandem with the public transport option (Option E1) which is also recommended for further consideration and includes the new bridge – in this case the bridge would be a public transport only link with active travel provision.

Other options (all part of the orbital network) which offer the greatest overall benefits against the criteria include:

**Options 8, 9, 11 and 13** – which all provide links into the area around Dyce and the employment opportunities at Dyce and Kirkhill, with Option 11 linking between Newhills/Dyce and Kingswell).

**Option 45** – which links between Kingswells and Westhill and provides greater access to the employment opportunities within both locations, as well as integration between bus and active travel modes at Kingswells Park & Ride site.

All of the recommended active travel routes, with those which provided the greatest benefit as outlined above highlighted in blue, are shown in [Figure 1:6](#). Given the greater benefit these options provide; it would therefore be recommended that these options are pursued before others.

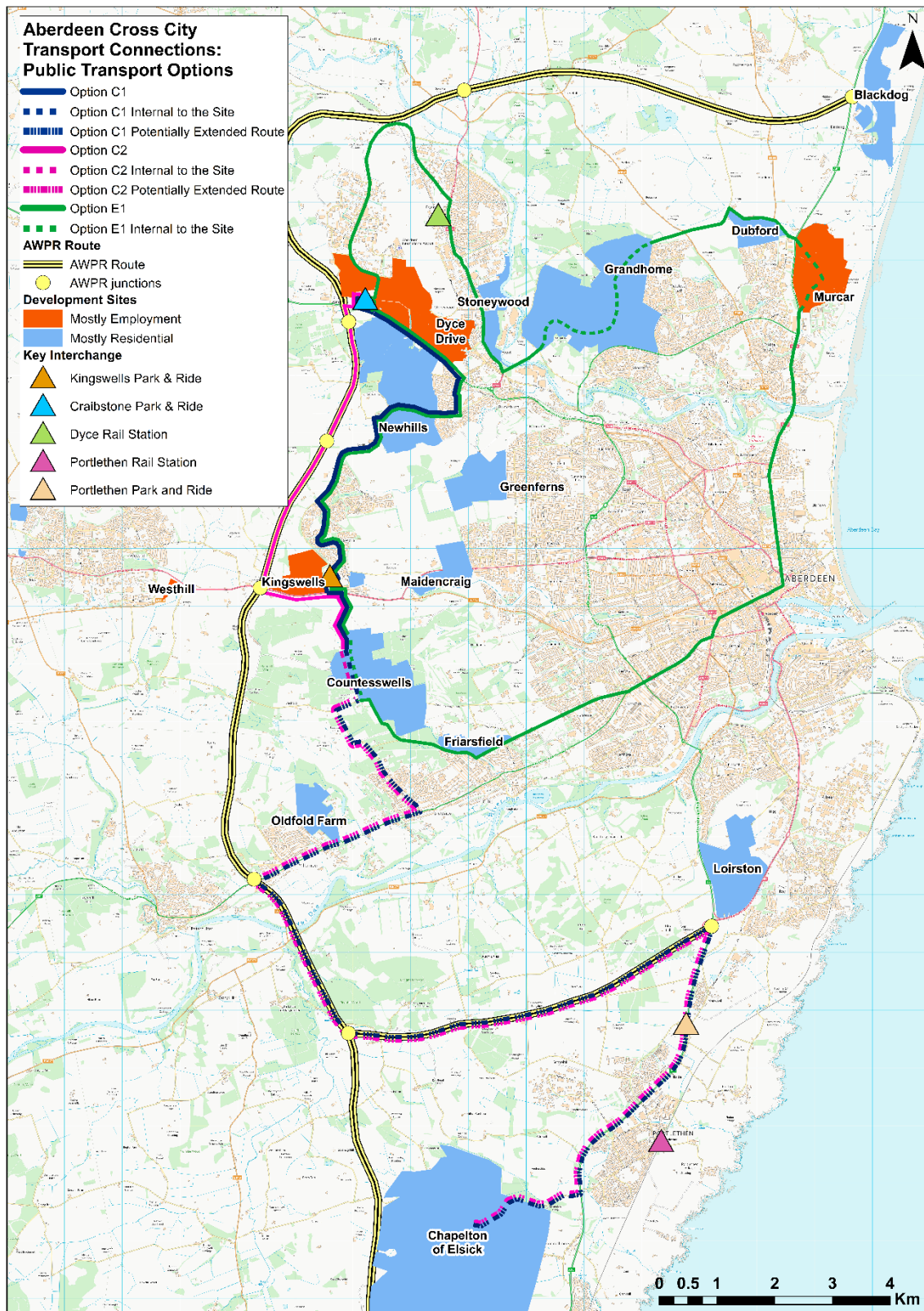


Figure Error! No text of specified style in document.:5: Final Public Transport Options



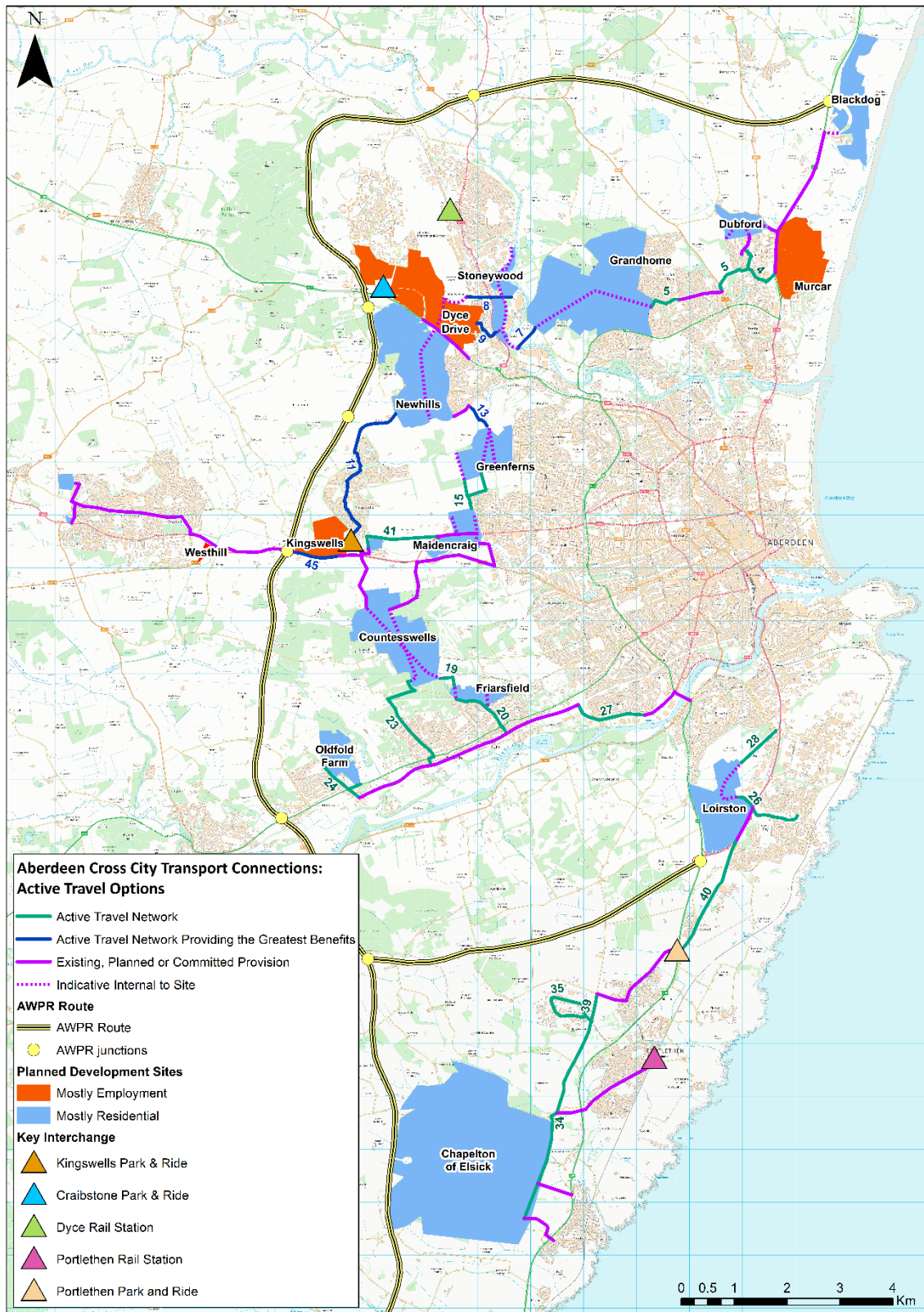


Figure Error! No text of specified style in document.:6: Final Active Travel Options, including those which provide greatest benefits

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## ABERDEEN CITY COUNCIL

<b>COMMITTEE</b>	City Growth and Resources
<b>DATE</b>	6 June 2019
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	North East Scotland Roads Hierarchy
<b>REPORT NUMBER</b>	OPE/19/089
<b>CHIEF OFFICER</b>	Gale Beattie
<b>REPORT AUTHOR</b>	Will Hekelaar
<b>TERMS OF REFERENCE</b>	Purpose 6. Remit 2.2

### 1. PURPOSE OF REPORT

- 1.1 To advise Members of the outcomes of the North East Scotland Roads Hierarchy Study and Strategic Car Parking Review (SCPR); to introduce a draft Sustainable Urban Mobility Plan (SUMP) aligned with the Roads Hierarchy and City Centre Masterplan (CCMP); and to gain agreement on next steps in terms of delivering upon the findings of these pieces of work.

### 2. RECOMMENDATION(S)

That the Committee:

- 2.1 Instruct the Chief Officer – Strategic Place Planning, following consultation with the Chief Officer – Operations and Protective Services and Chief Officer – Capital, to implement a revised roads hierarchy in a sequential and incremental manner, as described in this report, to encompass formal reclassification of the urban road network and changes to road signage and junction improvements to reinforce the hierarchy;
- 2.2 Instruct the Chief Officer – Strategic Place Planning to develop improvements to priority and secondary corridors to achieve a more efficient movement of people and goods, with an emphasis on walking, cycling and public transport;
- 2.3 Note the findings of the SCPR and instruct the Chief Officer – Strategic Place Planning to develop a draft Car Parking Strategy and to report back to this Committee in summer 2020;

- 2.4 Instruct the Chief Officer – Strategic Place Planning to proceed with public and stakeholder consultation on the draft SUMP and report back to this Committee with a finalised SUMP in November 2019, thus completing this key CIVITAS PORTIS work package;
- 2.5 Instruct the Director of Resources to consider the outcomes of these studies within future years' budget setting processes.

### **3. BACKGROUND**

- 3.1 The Aberdeen City Region transport network is in a period of transformational change, underpinned by significant investment at local, regional and national level. Recent years have seen the successful completion and opening of the Diamond Bridge, Dyce Drive Link Road, Craibstone Park and Ride and, perhaps most significantly, the Aberdeen Western Peripheral Route (AWPR), while delivery of the transport elements of the CCMP has commenced with the removal of general traffic from Broad Street. The Aberdeen to Inverness Rail Improvement Project will see the doubling of the rail track between Aberdeen and Inverurie completed in 2019 and the reopening of Kintore Station in 2020, enabling a much enhanced (in terms of both frequency and capacity) local rail service between Montrose and Inverurie. This transformation will continue over the coming years with the delivery of the Berryden Corridor and South College Street improvements, which will enable further elements of the CCMP to be brought forward, and the Haudagain improvement scheme. The transport system, therefore, is in a very healthy state and, as Aberdeen City Council (ACC) and partners deliver upon our remaining commitments, the time is prudent to consider where Aberdeen's future transport priorities should lie.
- 3.2 Furthermore, there is a significant risk that the benefits of this billion-pound investment will gradually erode should ACC not take steps to 'lock in' the benefits, particularly in terms of encouraging people to use this new infrastructure in an appropriate and efficient way and using the freed-up road capacity afforded by the opening of the AWPR and other schemes to give more priority to sustainable modes of transport, particularly walking, cycling and public transport. If these opportunities are not taken advantage of, the likelihood is that traffic will continue to grow to fill the space that has been created, resulting in continued congestion, potentially worsening air quality and rising carbon dioxide (CO<sub>2</sub>) emissions.
- 3.3 With the need to react to the potentially catastrophic impacts of climate change and the significant public health implications of worsening air quality becoming more urgent every day and growing in the public consciousness, ACC has a duty to respond to this and develop a long-term strategy for reducing the impacts of unrestricted vehicle use throughout our city. As well as urgent health and environmental benefits, such action will contribute towards making Aberdeen a safer and more welcoming place in which to live, work and spend time, thus supporting a range of existing policies and strategies, including the CCMP, Regional and Local Transport Strategies (RTS / LTS) and Regional Economic Strategy, and contributing towards meeting the targets established



in the refreshed Local Outcome Improvement Plan 2016-2026 (LOIP) for 38% of people walking and 5% of people cycling as their main mode of travel by 2026 and within the CIVITAS PORTIS programme for a 20% increase in the proportion of journeys undertaken to, from and within the city centre by walking and cycling. Interventions to encourage more efficient and sustainable travel choices will likewise support and complement work to introduce a Low Emission Zone (LEZ) in Aberdeen in accordance Scottish Government commitments.

3.4 Accordingly, ACC and regional partners Nestrans, Aberdeenshire Council and the Strategic Development Planning Authority (SDPA) have undertaken a review of the region's roads hierarchy to:

- Support the effective and efficient distribution and management of traffic around the city;
- Develop a network that makes best use of the AWPR by taking advantage of the newly freed-up road capacity within the city to lock in the benefits of investment by giving more priority to sustainable transport journeys;
- Facilitate delivery of the transport elements of the CCMP by providing a means of reducing through-traffic in the city centre, reflecting the role of the city centre as a destination rather than a through-route for traffic; and
- Form a basis for identifying future transport priorities for the region, along with the RTS, LTS and ongoing City Region Deal Strategic Transport Appraisal.

3.5 In August 2017 (CHI/17/061) Members agreed roads hierarchy principles and instructed the then Interim Head of Planning and Sustainable Development to develop a detailed roads hierarchy based upon these principles, comprising a city-wide plan identifying the new priority / purpose of each road to inform future work including the opportunity to seek a formal reclassification of the road network, identify traffic management and road safety improvements, fit such changes into asset management and emergency plans and enable business cases to be developed for improvements where required. Key principles were:

- All through and peripheral traffic should be directed to the AWPR;
- Traffic in Aberdeen with a destination away from Aberdeen should be directed to the AWPR at the earliest opportunity;
- The city centre should be considered as a destination rather than a through-route for vehicular traffic and crossing the city centre by car should be discouraged. While the city centre will remain fully accessible to vehicles, accessing and exiting the city centre should, as far as possible, be by the same route, with car parking signage reflecting this; and
- The benefits of the AWPR must be locked in to prioritise the movement of active and sustainable travel through the reallocation of carriageway space and other prioritisation and traffic management measures.

These principles were developed to complement the CCMP, LTS and Aberdeen Active Travel Action Plan and in response to aspirations for the city centre previously articulated by the public and stakeholders, namely a cleaner, safer, more vibrant, people-focussed place.

3.6 The first stage in this process is developing a revised hierarchy of priority, secondary and local roads. This will involve road classification changes, with

some roads upgraded and some downgraded in priority, including some previously unclassified roads becoming classified. Road classifications were last reviewed in the 1990s hence in some cases no longer reflect optimum traffic routes and / or the impacts of recent land use changes and transport improvements in the region, most notably the opening of the AWPR.

- 3.7 Beyond road reclassification, delivery of a revised roads hierarchy will involve the following steps in a sequential and incremental manner:
1. Changes to road signage to reflect recommended routes;
  2. Junction alterations to reinforce the hierarchy and afford priority to priority routes over other routes, and secondary routes over local routes (for example, changing traffic signal timings on Anderson Drive to prioritise east-west movements over north-south movements);
  3. A series of appraisals, on a prioritised basis, of priority and secondary corridors to identify supporting interventions that may be required to reinforce the hierarchy, with an emphasis on measures to prioritise those walking, cycling and using public transport and taking account of previous and ongoing work undertaken in relation to these corridors, including the Locking in the Benefits of the AWPR report; and
  4. Traffic management interventions on local routes (such as road narrowings, speed limit changes, prohibited movements and traffic calming) within the city centre and zonal neighbourhoods protect those areas where through-traffic is no longer desirable.

Agreement on, and incremental movements towards, a revised hierarchy will dictate future priorities for ACC's various transport teams and inform future iterations of regional and local transport strategies and plans, including maintenance and asset management plans.

- 3.8 Consultants AECOM were appointed in 2018 to develop options for a revised roads hierarchy that reflects the agreed principles, the aspirations of the CCMP, and recent and forthcoming land use and transport changes in the region including approved Capital Programme projects such as Berryden Corridor and South College Street Improvements. The resulting report was received in April 2019 and an Executive Summary is included as Appendix A to this committee report.

- 3.9 The report considers the existing road network (all A, B and C-class roads as well as some unclassified roads) within the AWPR boundary and develops options for a revised classification comprising priority, secondary and local routes. With the AWPR acting as the priority orbital route, options are identified for revised priority and secondary radials, secondary orbitals and local roads, considering the alignment of routes and their role in a future hierarchy. Following option appraisal and sifting, a recommended revised hierarchy of priority and secondary routes is introduced. All other streets in the city become local routes reflecting their status as local access roads and, in some cases, their predominant role as places for people – often these are residential or shopping streets where high volumes of traffic are undesirable. City centre streets are largely removed from the priority and secondary hierarchy with priority and most secondary routes terminating at the outskirts of the city centre, from where key destinations and car parks can be accessed via local routes, to reflect the CCMP's emphasis on places for people and the city centre's status

as an Air Quality Management Area (AQMA) and likely location for any future LEZ. A summary and plans of the proposed revised hierarchy is included as Appendix B to this report, along with a summary of the characteristics of each type of route, a list of formal reclassifications that would be required to realise the hierarchy (to be agreed and finalised by Council officers), a list of key junctions for review to reinforce this hierarchy, and a summary of work to date and next steps in terms of corridor improvement work.

- 3.10 Within the consultant's report, reclassification options are packaged into scenarios reflecting varying levels of intervention. Two city-wide low intervention scenarios are identified, Do Minimum and City Hierarchy. Within the city centre, two additional scenarios are introduced, Road Space Reallocation and Access Only, reflecting increasing levels of intervention to support the hierarchy, particularly the principle of reducing cross-city centre traffic. All scenarios perform well against the objectives, notwithstanding that there are risks attached to the higher intervention scenarios that must be explored in more detail as proposals develop. More information on each of the option packages is included in Appendix B. It is the opinion of officers and partners that successfully locking in the benefits of the AWPR and wider investment and delivering a revised roads hierarchy cannot be achieved by implementation of any one of the intervention scenarios alone but will involve sequential and incremental improvements to the road network, moving towards an increasingly high level of intervention in tandem with, and in support of, CCMP delivery.
- 3.11 Building upon initial consultation in 2017, to identify how members of the public envisaged travelling around the city following the opening of the AWPR, engagement was undertaken with a variety of stakeholders, including local businesses and all Community Councils in Aberdeen, to inform the development of hierarchy options. Evident throughout has been widespread support for revising the hierarchy and future-proofing the network to lock in the benefits of the AWPR and facilitate delivery of the CCMP.
- 3.12 A separate, though interlinked, piece of work also recently completed is a Strategic Car Parking Review (SCPR), reflecting a commitment within the Administration's policy statement, Stronger Together, to undertake a city centre car parking review to inform the next iteration of the LTS. The SCPR considers the relationship between publicly available car parking and the city's economic, social and environmental wellbeing and how current parking provision fits with ACC's strategic transport and land use plans, particularly the developing roads hierarchy. The efficient distribution and management of car parking is key to successfully realising elements of a revised roads hierarchy, therefore the reviews complement one another and must be considered together when devising a coherent future vision for city centre access and car parking.
- 3.13 Based on extensive public and stakeholder engagement, a SCPR Issues and Opportunities Report was developed, with the following key findings:
- Change is needed to car parking as part of a package of travel demand management measures to support and deliver policy and strategy objectives for the city including the CCMP and roads hierarchy.

- Current car parking policy and guidance does not align with wider strategy objectives and, in comparison to benchmarked cities, parking standards in Aberdeen for new developments are very generous.
- Parking tariffs for short stay parking in Aberdeen are cheaper than benchmarked cities.
- Permits for on-street parking in Aberdeen city centre are considerably cheaper than benchmarked cities.
- Considering the combined capacity and demand for ACC and private off-street parking, existing car parks are operating within effective capacity.
- Based on existing demands there is sufficient off-street parking in appropriate locations, however management could be improved by directing drivers to under-utilised spaces.
- It is therefore clear that many aspects of current on- and off-street parking within the city need to change if plans for the city centre are to be successfully realised.

An Executive Summary of the SCPR Issues and Opportunities Report is included as Appendix C.

- 3.14 Issues and opportunities were developed into a Recommendations report (the Executive Summary of which forms Appendix D), identifying a series of actions and recommendations for ACC to consider and take forward as part of a future Car Parking Strategy.
- 3.15 Furthermore, ACC is a partner in the EU-funded project CIVITAS PORTIS. One of ACC's work packages within PORTIS is SUMP and Port Optimisation (1ABZ1), the aim of which is to develop a Sustainable Urban Mobility Plan for the city centre with appropriate connections to the harbour areas. A SUMP is a long-term transport strategy for a defined urban area which identifies measures that will be implemented by the local authority and partners to enable and encourage residents and visitors to travel on foot, bike, public transport or other low-emission forms of transport, thus aligning with the CCMP and roads hierarchy.
- 3.16 A draft SUMP has been prepared and an Executive Summary forms Appendix E to this report. The SUMP:
- Acts as a framework for future city centre transport projects, identifying a range of small-scale projects that can be delivered relatively easily with significant benefits, and larger-scale projects for further investigation and appraisal over the lifetime of the CCMP;
  - Complements and expands upon the CCMP, articulating in more detail how certain elements of the sustainable transport vision could be delivered, particularly projects IN01 Walkable Aberdeen, IN03 Cycle Highways and IN06 Bus Priority Infrastructure;
  - Considers how certain city centre elements of a revised roads hierarchy could be delivered, identifying proposals for increased priority for sustainable modes on some streets and opportunities for making some minor streets access only in accordance with agreed roads hierarchy principles;
  - Supports the ongoing City Region Deal project to identify and appraise external transport connections to Aberdeen South Harbour; and

- Includes consideration of improved cycle facilities on Union Street which was the subject of a petition to ACC's Petitions Committee on 14<sup>th</sup> March 2018.

It has been informed by a wide range of public and stakeholder engagement exercises relating to the city centre that have taken place since 2012.

3.17 Incremental implementation of the recommendations of the roads hierarchy review, a future Car Parking Strategy and a SUMP would therefore change how people move around the city and access and use the city centre. The following impacts are anticipated for each mode:

- Walking – A safer and more pleasant walking environment throughout the city; improved crossing provision at junctions on priority and secondary routes; a much quieter walking environment within local communities and in the city centre; city centre access and permeability enhanced by delivery of CCMP and SUMP projects;
- Cycling – A safer and more pleasant cycling environment throughout the city; improved cycle provision on priority and secondary routes; a much quieter cycling environment within local communities and in the city centre; city centre access and permeability enhanced by delivery of CCMP and SUMP projects;
- Public Transport – Increased priority for buses on priority and secondary routes; city centre access and permeability enhanced by delivery of CCMP and SUMP projects, resulting in journey time savings and an improved level of service;
- Private vehicles – In the first instance, drivers encouraged to park outwith the city and continue their onward journeys via Park and Ride (bus or rail). Residual drivers encouraged to use the AWPR and other priority and secondary orbitals and radials as much as possible and discouraged from using local roads through interventions to improve the efficiency of movements on priority and secondary routes and traffic management interventions on local streets. Full access to all parts of the city centre maintained but local access only treatments delivered to discourage or prevent 'through' traffic i.e. traffic discouraged from crossing the city centre and encouraged instead to enter and exit via the same routes. For example, a driver accessing the city centre from the north of the city would be directed by signage to park in a car park in the north of the city centre and leave via the same route. Drivers from the north would be discouraged via traffic management interventions and junction treatments from crossing the city centre to access a preferred car park in the south. A driver from the north can still park in a south city centre car park if they wish but would be expected to use an appropriate orbital route (such as the AWPR or Anderson Drive) to access an appropriate radial route by which to access the city centre from the south and return to their origin via the same route;
- Freight vehicles – similar to the above in that drivers are encouraged to use the AWPR and other priority and secondary orbitals and radials as much as possible and discouraged from using local roads through interventions to improve the efficiency of movements on priority and secondary routes and traffic management interventions on local streets. Full access to all parts of the city centre, including the harbour area,

maintained for freight and deliveries but local access only treatments delivered to discourage or prevent through traffic.

- 3.18 It is anticipated that delivery of a revised roads hierarchy and the outcomes of a future Car Parking Strategy and SUMP will take a number of years to fully realise and will likely comprise a 20-30 year investment plan, aligned with CCMP delivery and the next iterations of national, regional and local transport strategies which will emerge in the next few years. It is recognised that new and emerging technologies will continue to influence how people access and travel around city environments and such advances must be recognised and their impacts considered as projects move to further feasibility, design and delivery. The Government's phasing out of the sale of new petrol and diesel vehicles will also come into force during this time and the impacts of this likewise need to be considered.
- 3.19 Although the Roads Hierarchy, SCPR and SUMP have, to a certain extent, been developed as separate projects with their own aims and objectives, there are clear linkages between these projects and they have been developed to complement and support one another in presenting an holistic and coherent long-term vision for transport in the city and the city centre in particular. Furthermore, the outcomes of all three pieces of work endorse or support a range of ongoing projects being undertaken in relation to corridor improvements, further investment on the General Fund Capital Programme (GFCP), active travel network enhancements, the Cross City Connections study, wider CIVITAS PORTIS work streams and LEZ feasibility work, and will continue to inform future projects such as the development of a regional Bus Action Plan by the North East Bus Alliance and future strategies relating to, for example, the further roll out of low emission vehicle infrastructure. Proposals also complement evolving legislation such as the proposed Transport (Scotland) Bill and Restricted Roads (20mph Speed Limit) (Scotland) Bill. All of these projects are contributing to the development of a safe and sustainable transport system in Aberdeen and in the city centre, with the revised roads hierarchy, a Car Parking Strategy and SUMP some of the key elements required to deliver the transport network that the city and region aspire to.
- 3.20 The three strands of work have been led by, and informed by input from, a range of Council services and teams including Transport Strategy and Programmes, Roads Maintenance, Traffic Management and Road Safety, Roads Projects, Roads Development Management, Intelligent Transport Systems, Public Transport Unit, Environmental Health, Environmental Policy, Local Development Plan and Masterplanning, Design and Conservation, as well as regional partners Nestrans, Aberdeenshire Council and the SDPA.
- 3.21 Delivery of these packages of work are anticipated to result in the following outcomes, which conform to the visions established in the LTS and CCMP and reflect the agreed roads hierarchy principles:
- An economically buoyant and people-focussed city centre;
  - An accessible city centre that functions as a popular and attractive destination for shopping, leisure and tourism;
  - A more pedestrian- and cycle-friendly city that prioritises the movement of people over the movement of vehicles;

- Improved air quality, particularly in the city centre AQMA;
- Reduced CO<sub>2</sub> emissions throughout the city;
- A safer city;
- Increased mode share for active travel and public transport;
- Shorter public transport journey times and improved journey time reliability; and
- An increase in the proportion of vehicular journeys undertaken by low-emission or emission-free vehicles.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 The Roads Hierarchy Study was funded by Nestrans from their 2018/19 programme. The SCPR was funded via the CCMP budget in the GFCP and the CIVITAS PORTIS programme. Staff time to develop the SUMP has been covered by CIVITAS PORTIS.
- 4.2 £50,000 has been approved from the 2019/20 Nestrans programme to further develop priority elements of the Roads Hierarchy during 2019/20. Staff time to consult upon and finalise the SUMP and to develop a Car Parking Strategy can be met with existing resources and will continue to be funded from CIVITAS PORTIS until the project comes to a close in August 2020.
- 4.3 Projects resulting from the Roads Hierarchy, SCPR and SUMP will take a number of years to fully implement and will have financial implications. Some may be accommodated within ongoing operational and programme budgets, from Developer Contributions and grants from external funding partners, others will require to be considered as part of forward budget planning, as will the maintenance implications of any infrastructure changes or additions. This may require re-alignment of the capital programme in the long term.
- 4.4 Failure to meet project milestones in relation to the SUMP, which were agreed with the EU, could result in the Council not delivering against the grant agreement and could cause the reduction or recovery of grant funds by the EU, meaning ACC is unable to take full advantage of the funds available to deliver its transportation priorities.

#### **5. LEGAL IMPLICATIONS**

- 5.1 Failure to meet agreed project milestones for the SUMP could result in ACC being in breach of the CIVITAS PORTIS grant agreement with the EU.
- 5.2 ACC has a legal duty to improve air quality in its AQMAs. While the Council is working with partners to identify options for a LEZ, work undertaken to date, in both Aberdeen and other cities, suggests that a LEZ must form one element of a package of measures to address the environmental impacts of transport and that delivery of the CCMP, roads hierarchy, Car Parking Strategy and SUMP is also needed to achieve air quality compliance, especially in the city centre.

## 6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
<b>Financial</b>	<p>A transport network not performing to the peak of its abilities could: result in city and regional economic harm; undermine the Council's ability to deliver its objectives in terms of economic development, land use planning and transport; and undermine recent and planned investment in the city centre if the area is not fully accessible to all and is not a place that people choose to spend time.</p> <p>There could be risks associated with not implementing the recommendations in terms of potential reduction of funds and loss of future grants to improve the transport network, and possible continuing societal costs arising from ill health associated with poor air and noise quality and physical inactivity, and the need to respond and adapt to the impacts of climate change.</p> <p>Failure to demonstrate progress on developing a SUMP by the end of CIVITAS PORTIS could necessitate the repayment of grant funds to the EU or jeopardise future payments.</p>	M	<p>Deliver the revised roads hierarchy and develop a Car Parking Strategy.</p> <p>Continue with the development of the SUMP to meet EU grant conditions.</p>



<b>Legal</b>	<p>Failure to demonstrate progress on developing a SUMP in accordance with the grant conditions and agreed timescales could result in ACC being in breach of EU grant conditions.</p> <p>There may be implications should air quality continue to breach legal limits and the Council is seen to be taking insufficient action to address this.</p>	M	<p>Undertake further engagement on SUMP proposals with a view to adopting a final SUMP. Deliver Roads Hierarchy, car parking and SUMP recommendations as part of a package of measures, including a possible LEZ, to improve air quality throughout the city.</p>
<b>Employee</b>	<p>Some employees who routinely drive to work may be dissatisfied with the implementation of some of the recommended actions. Conversely, others may see an improvement in their travelling conditions, especially those travelling by sustainable modes.</p>	L	<p>Proposals do not directly target staff but treat all citizens and visitors equally. A robust communication plan will accompany implementation of proposals, so people are aware of why decisions have been made and what the implications are.</p>
<b>Customer</b>	<p>There are risks affecting customers, citizens and visitors alike relating to a transport network which does not reflect the changing needs of the economy, society and health and wellbeing if the recommendations are not delivered.</p> <p>Customer dissatisfaction may arise from the implementation of some of the recommendations.</p> <p>The final outcomes / recommendations may not reflect the needs of transport users. This could result in public / stakeholder opposition to changes and / or</p>	M	<p>Members of the public and stakeholders have already informed the roads hierarchy study and SCPR and will continue to be involved as proposals move to implementation via statutory processes for TROs etc.</p> <p>Further public and stakeholder engagement is proposed as part of the refinement of a final SUMP and will be a necessary stage in the development of a Car Parking Strategy.</p>

	<p>objections to future Traffic Regulation Orders (TROs).</p> <p>Adopting a SUMP without public and stakeholder engagement could lead customers to feel that they are not being given opportunities to participate in decision-making.</p> <p>Not delivering the recommendations could compromise the Council's ability to deliver upon a range of projects designed to make Aberdeen a more prosperous city and attractive place to live, work and visit, including the LDP and CCMP, particularly aspirations for more people living and working in the city centre.</p>		
<b>Environment</b>	<p>Not implementing a coherent strategy of demand management measures to encourage more sustainable travel throughout the city could contribute to increasing CO<sub>2</sub> emissions, exacerbate air quality concerns and threaten the deliverability of a LEZ.</p>	H	<p>Implement the roads hierarchy, develop a Car Parking Strategy, and continue with SUMP development alongside other projects to address air quality e.g. CCMP transport projects, LEZ.</p>
<b>Technology</b>	<p>None identified.</p>		
<b>Reputational</b>	<p>There could be risks associated with implementing some of the recommendations should ACC be portrayed as 'anti-car' and contributing to the decline of the city centre through restricting access for vehicles.</p>	H	<p>Implement the roads hierarchy, develop a Car Parking Strategy and continue with SUMP development alongside other projects to address air quality e.g. CCMP transport projects, LEZ.</p>

	<p>Conversely, not implementing the proposals could result in reputational risk should ACC be seen as not making efforts to improve walking, cycling and public transport conditions and address car parking in the city centre, thus failing to 'lock in' the benefits of the AWPR and deliver the transport elements of the CCMP.</p> <p>There are risks that ACC is seen as not taking appropriate action to reduce CO<sub>2</sub> and other harmful emissions and improve air quality in the city centre.</p>		<p>A robust communication plan will accompany implementation of any measures so people are fully aware of why decisions have been made and what the implications are.</p>
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## 7. OUTCOMES

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	<p>Proposals within this report support Key Drivers 1.3 (<i>Improving investment into Aberdeen and Aberdeen businesses</i>) and 2.2 (<i>Ensuring access for all employers to skilled labour</i>) in that a transport network which supports the efficient movement of people and goods is critical to maintaining a healthy economy for the city and wider region and supporting access to employment opportunities for all members of society.</p>
<b>Prosperous People</b>	<p>Proposals within this report support Key Driver 3.4 (<i>Improving health and reducing inequalities</i>) in that they seek to improve and increase opportunities for people to walk, cycle or use public transport for everyday journeys, bringing personal health benefits through increased physical activity and reducing harmful emissions from road transport.</p>

<b>Prosperous Place</b>	Proposals within this report support Key Drivers 11.4 ( <i>Encouraging adoption of healthier lifestyles</i> ) and 15.1 ( <i>Supporting different ways for active travel in everyday journeys, using partners and volunteers to address safety, infrastructure, fitness, well-being and confidence</i> ) in that they seek to increase opportunities for people to walk, cycle or take public transport for everyday journeys, thus improving health and wellbeing. They also support Key Driver 14.1 ( <i>Reducing emissions across the city through delivery of Aberdeen’s Sustainable Energy Action Plan ‘Powering Aberdeen’</i> ) in that encouraging modal shift to active and sustainable transport contributes towards reducing harmful emissions from transport.
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<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Customer Service Design</b>	Will benefit all residents, businesses and visitors by creating a more efficient and sustainable transport network and supporting aspirations for a safe and accessible city centre.
<b>Organisational Design</b>	Will provide clarity to various Council departments on future transport priorities in Aberdeen.
<b>Governance</b>	Will comply with internal governance procedures.
<b>Technology</b>	Recommendations recognise the need to consider new and emerging technologies in term of car parking, improved network management and supporting businesses and individuals to make more sustainable travel choices.
<b>Partnerships and Alliances</b>	The roads hierarchy review is a partnership project with ACC, Aberdeenshire Council, Nestrans and the SDPA agreeing shared priorities and a common vision for the regional transport network. The SCPR and SUMP represent successful partnership working internationally (CIVITAS PORTIS is an EU-funded project with cities sharing knowledge and disseminating experiences) and locally, informed by input from a wide range of internal Council teams and local partners. City centre businesses and representative groups have contributed to the roads hierarchy and car parking reviews and will continue to be involved as proposals are implemented and monitored.

## 8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	An EHRIA has been prepared to accompany this report.
Data Protection Impact Assessment	Not required
Duty of Due Regard / Fairer Scotland Duty	Not applicable

## 9. BACKGROUND PAPERS

[CHI/16/089 Roads Hierarchy](#) (Item 21)

[CHI/17/061 – Roads Hierarchy](#) (Item 31)

North East Scotland Roads Hierarchy Study (AECOM, 2019)

Strategic Car Parking Review – Issues and Opportunities (AECOM, 2018)

Strategic Car Parking Review – Recommendations (AECOM, 2018)

## 10. APPENDICES (if applicable)

Appendix A – North East Scotland Roads Hierarchy Study Executive Summary

Appendix B – Summary of Proposed Roads Hierarchy

Appendix C – SCPR Issues and Opportunities Executive Summary

Appendix D – SCPR Recommendations Executive Summary

Appendix E - SUMP Executive Summary

*Access to full reports and appendices are available upon request.*

## 11. REPORT AUTHOR CONTACT DETAILS

Name Will Hekelaar  
Title Senior Engineer (Transport Strategy and Programmes)  
Email Address [WHekelaar@aberdeencity.gov.uk](mailto:WHekelaar@aberdeencity.gov.uk)  
Tel 523863

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## Executive Summary

### Introduction

Aberdeen City Council (ACC), along with Nestrans, Aberdeenshire Council and the Strategic Development Planning Authority (SDPA), as regional partners, wish to take advantage of the current investment in transport infrastructure (road and rail) in the City Region to facilitate the implementation of the City Centre Masterplan's (CCMP's) aim of creating a vibrant city centre with an environment that encourages visits to and lengthens stays in the city centre and to lock-in the benefits of this investment for the whole city.

The partners are seeking to update the city's roads hierarchy to provide a system that reflects the new role of the city centre (as a destination) and makes the most effective use of the Aberdeen Western Peripheral Route (AWPR) for distributing traffic around the city to the most appropriate radial route to reduce the extent of cross-city traffic movements.

AECOM was commissioned by Nestrans and ACC in summer 2018 to develop options for this updated roads hierarchy and to identify possible levels of intervention that could be implemented to support the delivery of the updated hierarchy.

The two key outcomes to be delivered as part of the work were:

- Development of roads hierarchy options to deliver a new roads hierarchy; and
- Identification of intervention levels to support that new roads hierarchy.

The initial focus was to set a new proposed roads hierarchy through the undertaking of a number of tasks. These tasks ultimately provided an understanding of routes in the study area and allowed for the identification of the most appropriate routes for carrying traffic across the city. Once options for the updated roads hierarchy had been developed, intervention levels could then be considered which were designed to support use of the new roads hierarchy, encouraging appropriate use of roads in the study area according to their proposed new classification i.e. use of priority routes for cross-city traffic movements where possible and use of local roads for localised trips only.

The study area for the Roads Hierarchy Study is bounded by the Charleston to Blackdog section of the AWPR. In the city centre, the study adopted the CCMP boundary as its focus.

The Roads Hierarchy Study has been undertaken between July 2018 and April 2019.

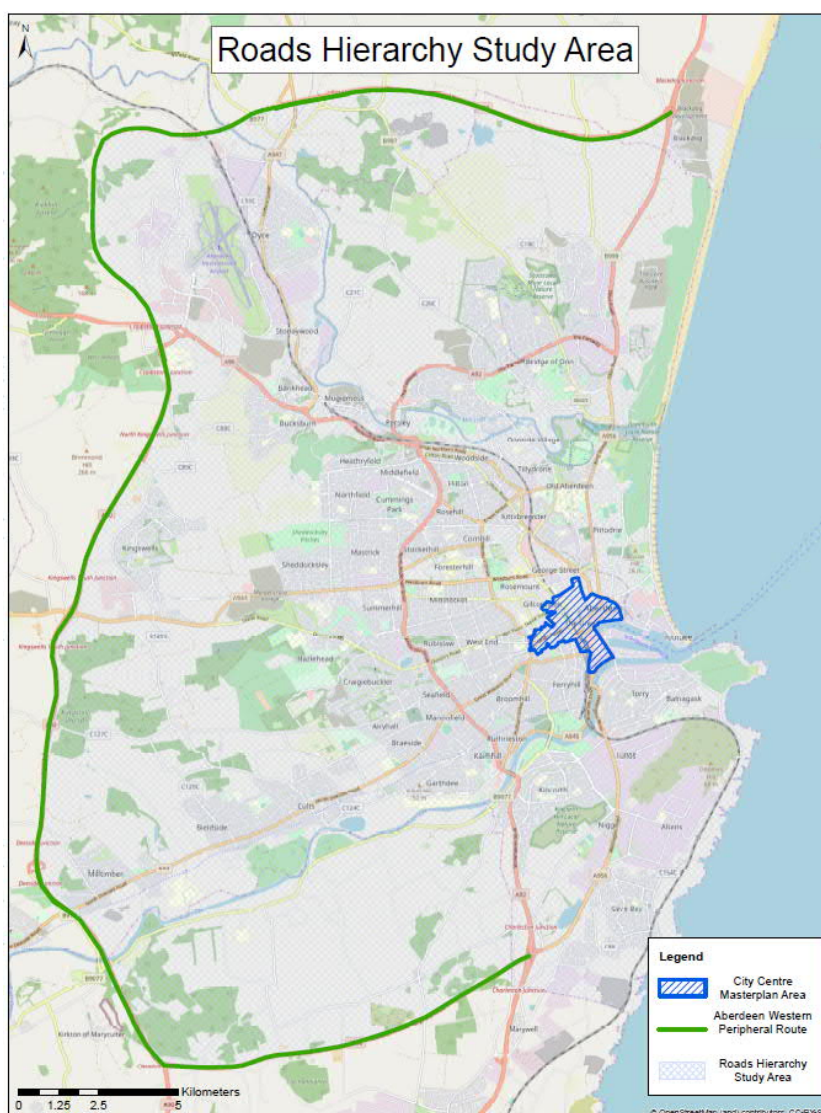


Figure 1: Roads Hierarchy Study Area



## Study Approach

A number of tasks contributed towards options for a proposed new roads hierarchy for Aberdeen. These are summarised in the diagram below.

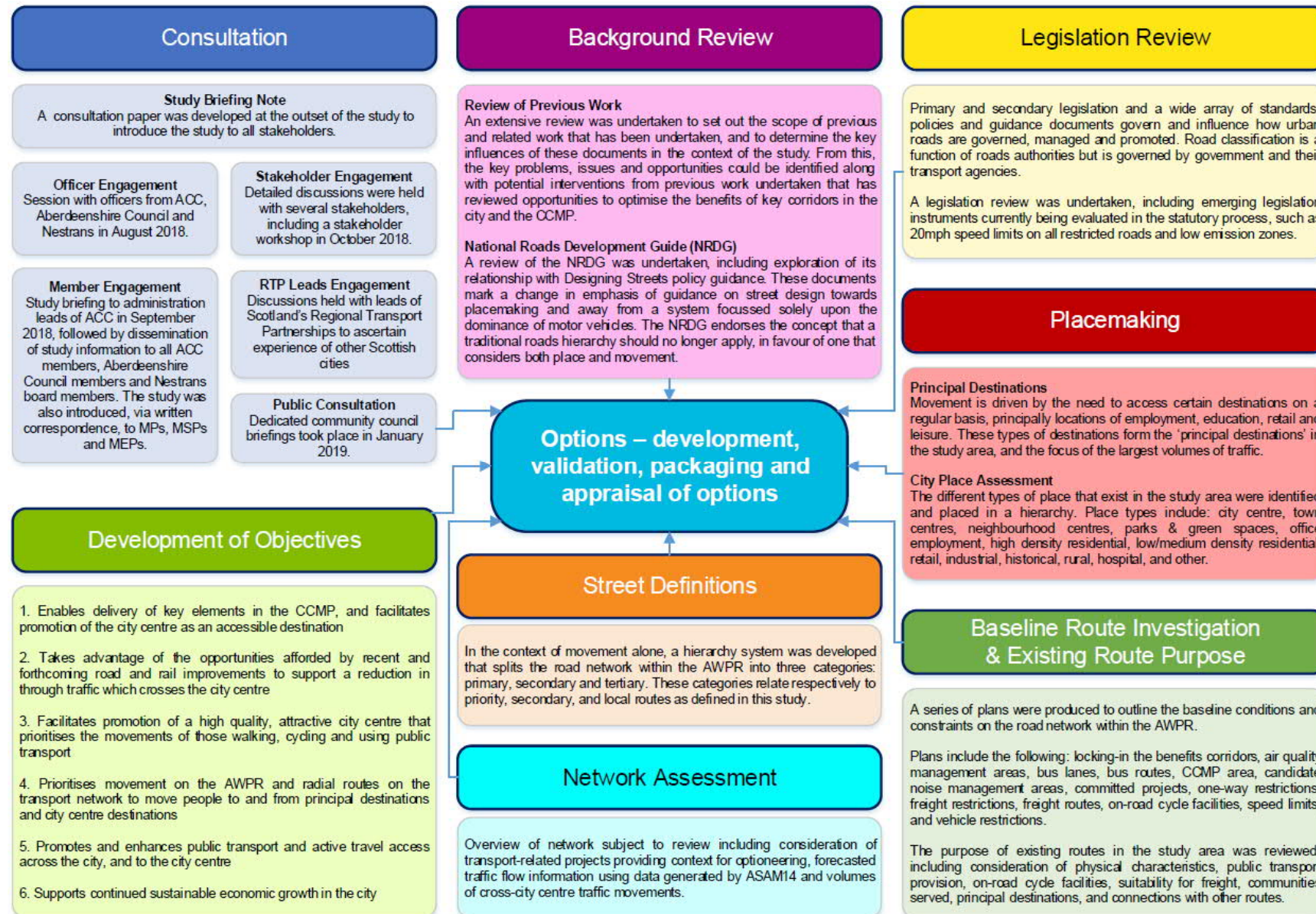


Figure 2: Roads Hierarchy Study Approach



## Roads Hierarchy Principles

In 2016, the 'Roads Hierarchy' committee report and accompanying appendices were reported to ACC's former Communities, Housing and Infrastructure Committee. It is outlined in this report that the new roads hierarchy will provide a policy context for future transport planning and will form the basis for identifying future projects following completion of the AWPR. A series of Transport Planning Objectives (TPOs) were developed as part of a Scottish Transport Appraisal Guidance (STAG)-based assessment undertaken to identify how Aberdeen City and Aberdeenshire should operate in the post-AWPR scenario:

1	<i>Create a city centre that is conducive to walking and cycling</i>
2	<i>Reduce bus journey times to make them more competitive with car journey times</i>
3	<i>Improve reliability to make public transport more attractive</i>
4	<i>Ensure effective and efficient movement of goods to the city centre and harbour</i>
5	<i>Facilitate removal of air quality management areas (AQMAs)</i>
6	<i>Ensure effective use of the post-AWPR transport network and maximise the benefits by 'locking-in' the additional capacity created by committed road schemes towards sustainable transport modes</i>
7	<i>Support implementation of the CCMP</i>

The assessment resulted in the selection of the following approach to redefining the roads hierarchy:

- Creation of three zones within the city centre with demand restriction for vehicles between them; and
- Public transport and cycling corridors that will penetrate each of the zones while CCMP/Sustainable Urban Mobility Plan (SUMP) proposals for pedestrians, cycling and public transport will remain in the city centre.

The Council resolved to note the proposed principles for the future distribution and management of traffic across the city following the opening of the AWPR, and to instruct officers to engage with stakeholders and the public on the proposed framework and intended hierarchy including an online consultation.

An update to this report sets out a series of key roads hierarchy principles, which were approved by ACC in 2017. These were taken forward for use in the current study:

- Through traffic (that without an Aberdeen City destination) is directed (by road signing) to the AWPR;*
- Peripheral traffic (i.e. Bridge of Don to Altens or Cults to Dyce or Bucksburn to Torry say) is directed to the AWPR;*
- Traffic in Aberdeen with a destination away from Aberdeen is directed to the AWPR at the earliest opportunity (i.e. Mastrick to Peterhead is directed along the A96 Inverurie Road to the AWPR rather than through [the then city roads] Parkway/Ellon Road);*
- The city centre should be considered as a destination rather than a through route for vehicle traffic. Crossing the city centre by car should be discouraged (whilst giving due consideration for access to the harbour). Access and exiting the city centre should, as far as possible, be by the same route. In other words, people accessing the city centre from the north and not using public transport, walking or cycling should access it from the north, park in the north and return northwards. The same would be said for people accessing the city centre from the south and west. Crossing the city centre by foot/cycling/bus will be significantly improved by implementing the CCMP proposals. People in the north who particularly wish to access a south or west car park should be directed firstly round Aberdeen, as per b) above, then to access from the south or west. Similarly for south and west access.*
- The benefits of the AWPR must be 'locked-in' to prioritise the movement of active and sustainable travel through the reallocation of carriageway space, junction capacity and other traffic management/prioritisation measures, as defined in the Council's agreed Local Transport Strategy (LTS) 2016 to 2021, which is consistent with the principles of other local, regional and national transport, land use, community planning and health strategies, plans and policies.*

## Roads Hierarchy Study Objectives

The objectives developed previously were reviewed and reassessed in the context of the Roads Hierarchy Study to provide a targeted approach to assessing the performance of initial options for change and subsequent package scenarios.

### 1. Enables delivery of key elements in the City Centre Masterplan, and facilitates promotion of the city centre as an accessible destination

*The Roads Hierarchy Study supports the implementation of the CCMP and the management of its impacts across the city. Previous work has reinforced the importance of delivering a quality city centre which is a destination in its own right.*

### 2. Takes advantage of the opportunities afforded by recent and forthcoming road and rail improvements to support a reduction in through traffic which crosses the city centre

*Presently, cross-city centre vehicular movements can be undertaken on several routes. Forthcoming infrastructure projects and the revolution in rail will provide opportunity to support the objective of reducing cross-city centre through traffic.*

### 3. Facilitates promotion of a high quality, attractive city centre that prioritises the movements of those walking, cycling and using public transport

*Previous consultation work has underlined public and stakeholder aspirations to improve the active/sustainable travel environment in the city centre.*

### 4. Prioritises movement on the AWPR and radial routes on the transport network to move people to and from principal destinations and city centre destinations

*The AWPR makes the revision of the roads hierarchy possible by enabling the transfer of through and peripheral traffic from the roads within the study area, providing protection to high-quality places across the city.*

### 5. Promotes and enhances public transport and active travel access across the city, and to the city centre

*As noted in Objective 3, previous consultation work has underlined aspirations to improve the active/sustainable travel environment in the city centre. The importance of improving the wider active and sustainable travel network across Aberdeen (i.e. the whole study area) is also a key feature in local and regional transport policy and was a strong message during consultation; i.e. the importance of locking-in the benefits of the AWPR.*

### 6. Supports continued sustainable economic growth in the city

*The revision of the roads hierarchy will require to take cognisance of significant development taking place in the short to medium term. A key challenge will be to future-proof the hierarchy to enable sustainable growth in the study area to be achieved, whilst also supporting existing principal destinations and access to these destinations by appropriate routes.*

## Street Definitions

In the context of movement alone, a hierarchy system was developed that split the road network within the AWPR into three categories: primary, secondary and tertiary. These categories relate respectively to priority, secondary and local routes as defined in this study. Figure 3 illustrates the relationship between hierarchy status, definitions used in the Roads Hierarchy Study and classification.

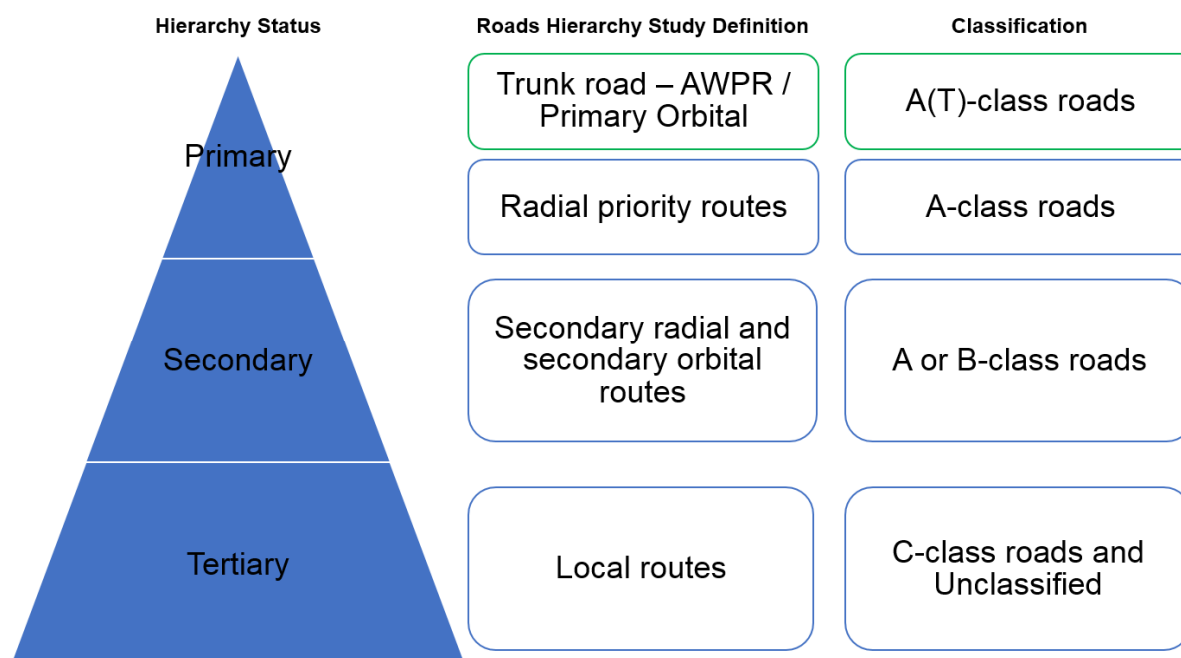


Figure 3: Street Definitions Diagram

## Option Development, Sifting and Validation

A long-list of initial options was developed for the following elements within the roads hierarchy:

- Priority radials;
- Secondary radials;
- Secondary orbitals;
- Local roads; and
- C-roads under consideration.

For the options developed, consideration was given to both routing and to the route's future roads hierarchy status (priority, secondary, local). Options for change were generated whereby existing priorities were no longer considered to be appropriate or where it was felt that changes were required to align with the principles of the Roads Hierarchy Study.

Following the development of the long-list of options, a sifting exercise was undertaken to determine options that could be ruled out of further consideration. A red, amber, green process was used to assess the performance of each option against the six objectives and against the implementability criteria of technical feasibility and public acceptability (assumption-based). As a result of this process, 28 options were rejected.

A further validation test was then undertaken on the principles and suitability of place for the initial roads hierarchy options that had been developed. This included consideration of the established AWPR signing framework developed by ACC with particular focus on key considerations for active travel, public transport, freight, general traffic and road classification as a result of the options for change in a potential new roads hierarchy.

## Option Packaging and Appraisal

Following the option sifting and validation test exercise, the remaining options were packaged into the following categories:

- Do-Minimum Package;
- City Hierarchy Package;
- Road Space Reallocation Package; and
- Access Only Package.

Figure 4 provides a summary of the option packaging process.

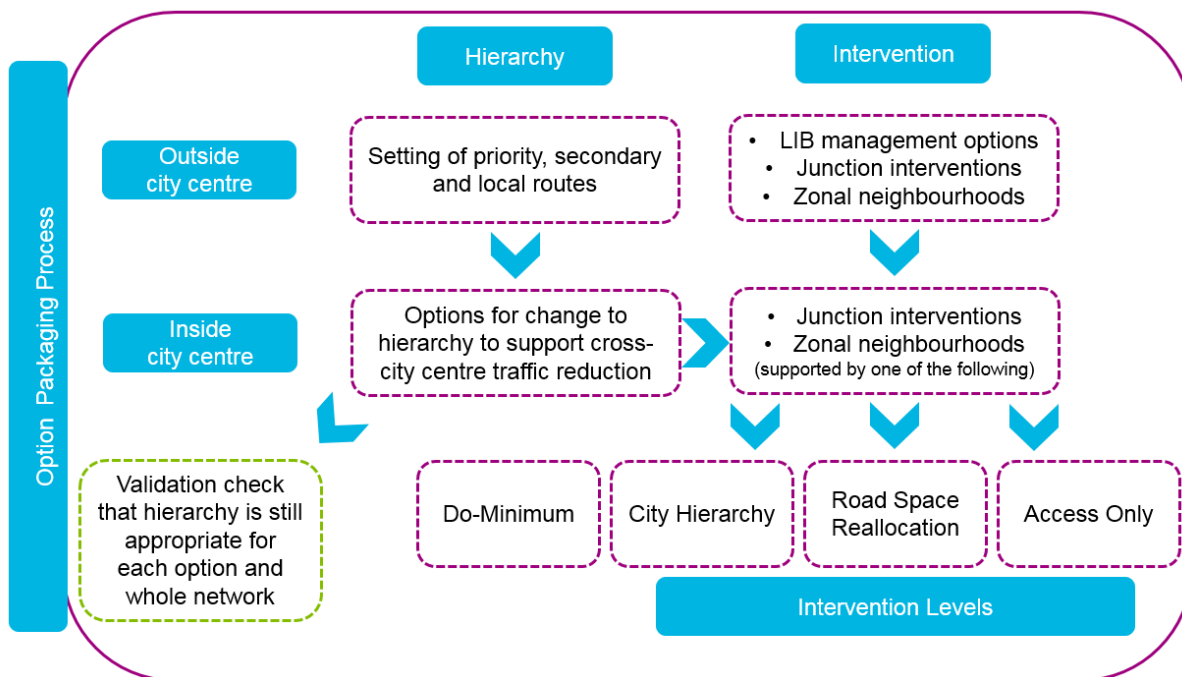


Figure 4: Option Packaging Process

The following table provides further detail on the option packages developed.

Table 1: Option Packages

Package	Description
<b>Do-Minimum Package</b>	<ul style="list-style-type: none"> <li>• Includes indicative CCMP schemes, other committed schemes and City Signing as per the signing framework developed by ACC (for post-AWPR traffic routing).</li> <li>• In this package, general traffic could find existing alternative routes around the CCMP schemes. It would still be possible to approach the city centre and travel through by a number of routes. Public transport and active travel modes would provide additional cross-city centre travel movement options where CCMP schemes prevent private vehicular traffic.</li> </ul>
<b>Change Option: City Hierarchy Package</b>	<ul style="list-style-type: none"> <li>• The ‘City Hierarchy’ package represents the proposed new roads hierarchy.<sup>1</sup></li> <li>• The ‘City Hierarchy’ package represents a change to the local road network, both in terms of routing and hierarchy status of routes.</li> <li>• In addition to what is included within the Do-Minimum package, it includes locking-in the benefits measures along key routes and city junction interventions to support the roads hierarchy.</li> <li>• The purpose of this City Hierarchy package is to review the impact of retaining through routes left by the implementation of CCMP schemes but reducing the attractiveness of these through routes via a number of junction interventions that would aim to encourage general traffic to use alternative routes for a ‘to, not through’ approach to the city centre. Active travel and public transport modes would provide additional cross-city centre travel movement options.</li> </ul>

<sup>1</sup> Alterations to the hierarchy of some routes in the city centre may be appropriate if elements from the Access Only package are applied.

Package	Description
	<ul style="list-style-type: none"> <li>In this package, measures across the city would support the prioritisation of radial routes set to encourage use of the AWPR, including implementation of 'zonal neighbourhoods'.</li> </ul>
<b>Change Option:</b>  <b>Road Space Reallocation Package</b>	<ul style="list-style-type: none"> <li>The hierarchy of routes across the network in the 'Road Space Reallocation' package reflects that proposed within the City Hierarchy package.</li> <li>The Road Space Reallocation package introduces a very high level of intervention, whereby the capacity of routes within the city centre is reduced for general traffic over and above CCMP proposals. Although the implementation of such measures would still permit movements by general traffic, the attractiveness of such movements would be reduced for general traffic and increased for public transport and active travel users. It would be anticipated that some traffic would reroute to use more appropriate routes and there is the potential for some modal shift to occur using new facilities.</li> <li>The purpose of the Road Space Reallocation package is to review the impact of reducing the capacity for general traffic movements between the north, south and west of the city centre. Full access to all parts of the city centre by general traffic would still be permitted in this scenario by alternative, more appropriate non-cross-city centre routes to encourage a 'to, not through' approach to the city centre. Active travel and public transport modes would provide additional cross-city centre travel movement options, and it is considered that these options would be more attractive in this scenario as increased priority would be given to alternative travel modes.</li> <li>The Road Space Reallocation package builds on the City Hierarchy package and therefore junction interventions across the city would support the prioritisation of radial routes set to encourage use of the AWPR.</li> </ul>
<b>Change Option:</b>  <b>Access Only Package</b>	<ul style="list-style-type: none"> <li>The hierarchy of routes across the network in the 'Access Only' package broadly reflects that proposed within the City Hierarchy and Road Space Reallocation packages, with further consideration required to the priority of a route where access only treatments are applied.</li> <li>The 'Access Only' package introduces a very high level of intervention, whereby treatments are introduced to restrict through movements by general traffic over and above CCMP proposals. Access only treatments, for example, could relate to the division points between the three zones of the city centre and could involve bus gates to increase the attractiveness of alternative modes of travel and encourage modal shift.</li> <li>The purpose of the Access Only package is to review the impact of restricting general traffic movements in locations within the city centre. Full access to all parts of the city centre would still be permitted in this scenario by alternative, more appropriate non-cross-city centre routes to encourage a 'to, not through' approach to the city centre. Active travel and public transport modes would provide additional cross-city centre travel movement options, and it is considered that these options would be more attractive in this scenario as increased priority would be given to alternative travel modes.</li> <li>The Access Only package builds on the City Hierarchy package and therefore junction interventions across the city would support the prioritisation of radial routes set to encourage use of the AWPR.</li> </ul>

The appraisal process involved assessing the four option packages against the objectives of the study on a qualitative basis. The following seven-point scale (based on STAG) was used for appraisal:

Major beneficial impact (+3)	
Moderate beneficial impact (+2)	
Minor beneficial impact (+1)	
No benefit or impact (0) (Neutral)	
Minor negative impact (-1)	
Moderate negative impact (-2)	
Major negative impact (-3)	

The appraisal of Objective 6 relating to sustainable economic growth was sub-divided into a score for opportunities and risks to reflect the complexity of assessing the performance of option packages against this objective by each mode of travel.

The findings of the appraisal process against objectives are summarised in Table 2.

**Table 2: Appraisal Summary of Option Packages**

Option Packages Appraisal		Appraisal							
		Do-Minimum		City Hierarchy		Road Space Reallocation		Access Only	
Objectives	1. Enables delivery of key elements in the City Centre Masterplan, and facilitates promotion of the city centre as an accessible destination	+1		+3		+2		+2	
	2. Takes advantage of the opportunities afforded by recent and forthcoming road and rail improvements to support a reduction in through traffic which crosses the city centre	+1		+2		+3		+3	
	3. Facilitates promotion of a high quality, attractive city centre that prioritises the movements of those walking, cycling and using public transport	+1		+2		+3		+3	
	4. Prioritises movement on the AWPR and radial routes on the transport network to move people to and from principal destinations and city centre destinations	0		+2		+2		+2	
	5. Promotes and enhances public transport and active travel access across the city, and to the city centre	0		+1		+2		+3	
	6. Supports continued sustainable economic growth in the city	Opportunities +1	Risks -1	Opportunities +2	Risks -1	Opportunities +3	Risks -2	Opportunities +3	Risks -2

The results of this appraisal indicated that there are benefits with all option packages, however it is considered that the benefits of the Do-Minimum package are more limited compared with the others. It is considered that the other packages all go a significant way to realising the aims of the Roads Hierarchy Study, however there are opportunities and risks to be considered in detail with all option packages.



### Proposed New Roads Hierarchy

The proposed new hierarchy is illustrated in the plan below. It should be noted that the priority of any route could be reconsidered further where access only measures are implemented (e.g. any routes in the CCMP area could be downgraded to tertiary if very high levels of intervention were introduced).

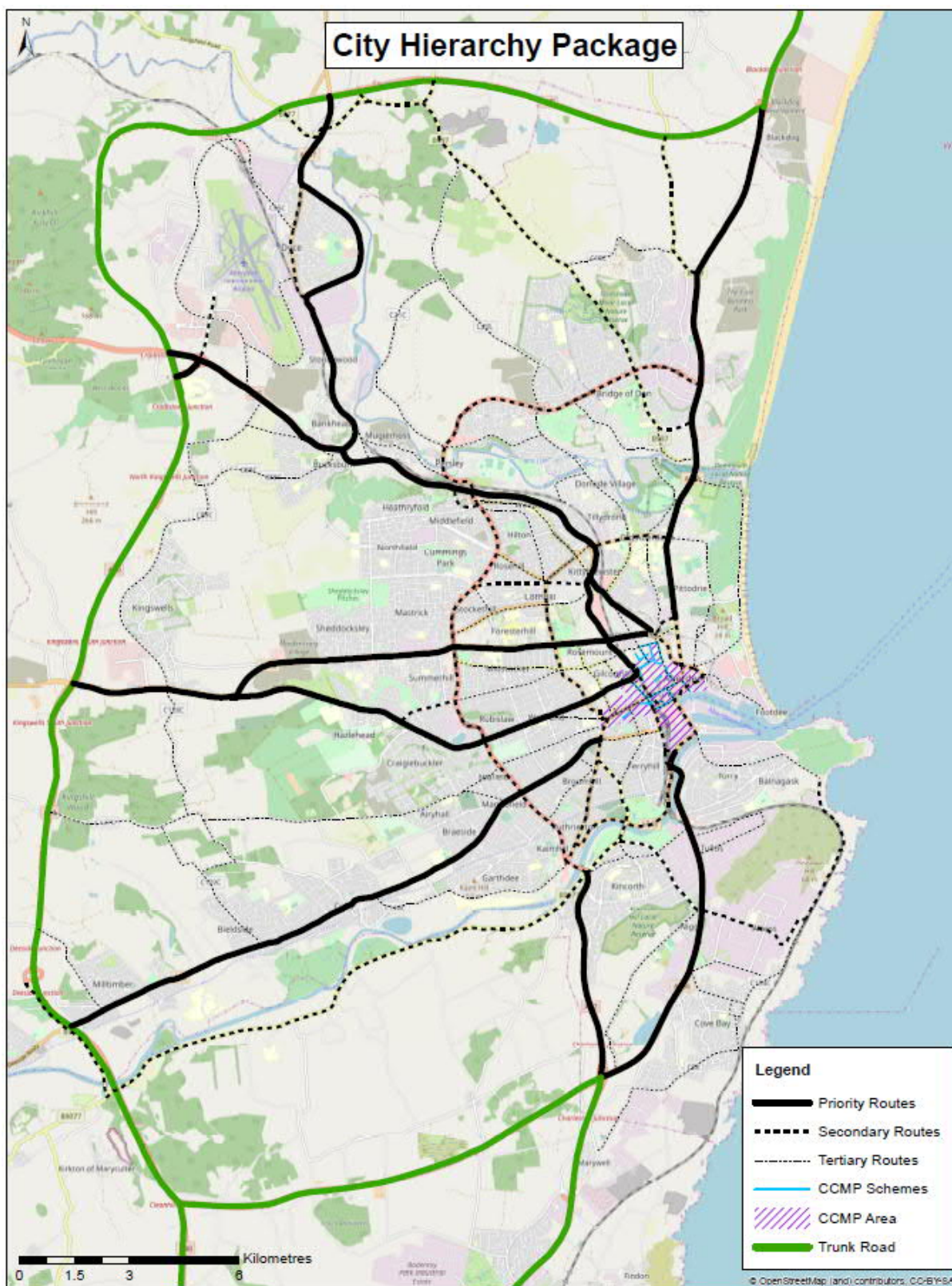


Figure 5: The Proposed New Roads Hierarchy

## Summary of Option Packages and Intervention Levels

A summary of the option packages and intervention measures is summarised in the diagram below.

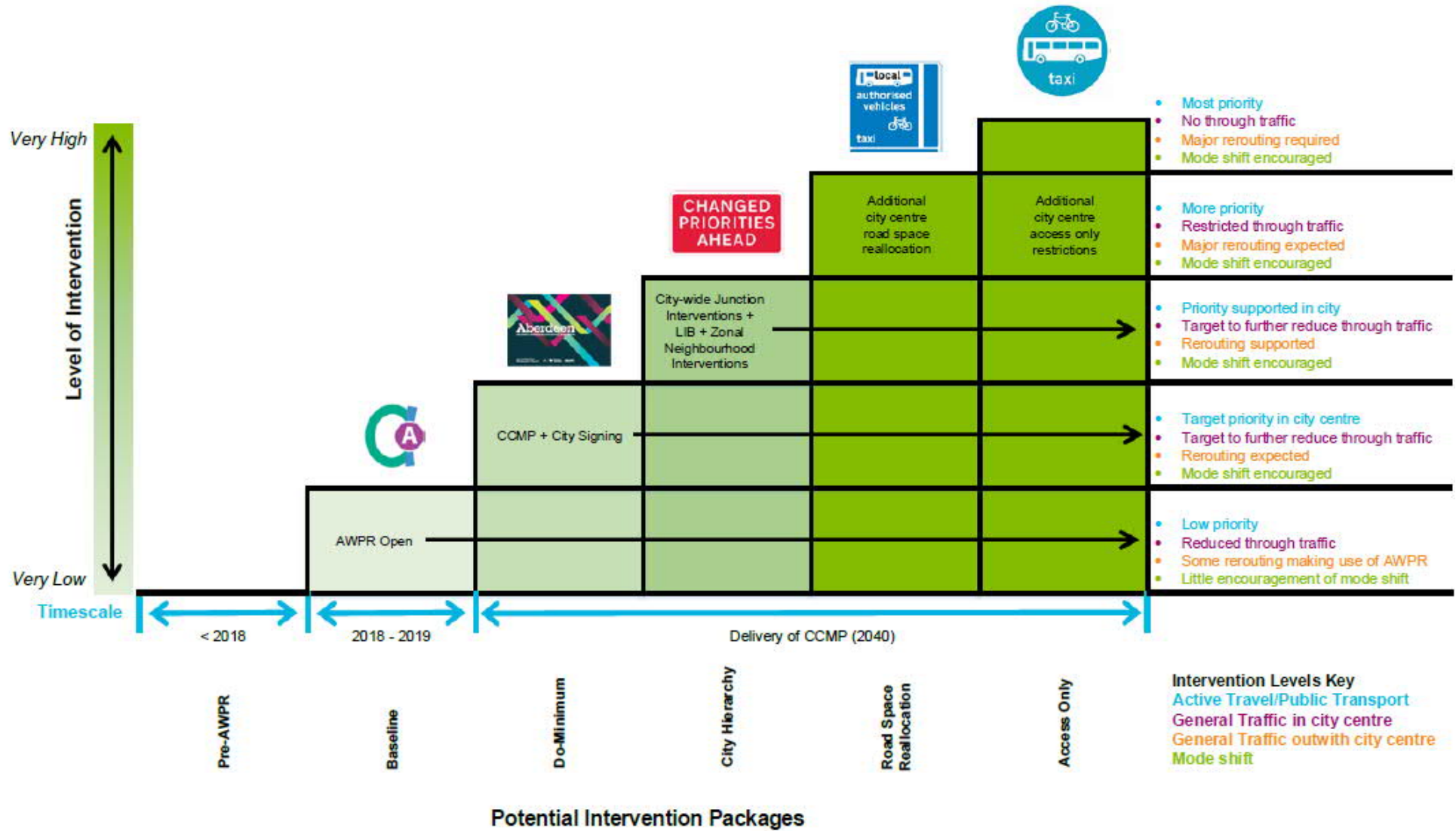


Figure 6: Option Packages and Intervention Measures



## Key Outcomes

The Roads Hierarchy Study has:

- Interpreted the ACC principles of a roads hierarchy devised in 2016 and assessed where there is a need for a change of prioritisation of roads inside the AWPR boundary;
- Considered a number of city-wide and additional city centre levels of intervention to promote mode shift and facilitate use of appropriate routes to support continued sustainable economic growth and delivery of the CCMP.

Detailed and difficult decisions on individual elements within the road network and interventions now need to be made across the city. It is recognised that this will not be easy, and a balance must be found between supporting a healthy, active and vibrant high-quality place environment and the needs of people and goods to access principal destinations and other local destinations.

Based on community and stakeholder feedback, the Roads Hierarchy Study has presented a number of approaches that could be developed over time, incrementally supporting previous interventions taken forward by ACC, Nestrans and partners.

A number of previous risks associated with bringing forward the CCMP have now been mitigated, such as the implementation of major infrastructure and transport improvements, including the AWPR and rail improvements. Quantification of the impacts of these improvements can now commence and this will help to provide the rationale for those involved in decision-making.

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## **Appendix B - Summary of Proposed Roads Hierarchy**

### **1 Route Characteristics**

The Roads Hierarchy review considers the existing road network (all A, B and C-class roads as well as some unclassified roads) within the AWPR boundary and develops options for a revised classification comprising Priority, Secondary and Local routes, based on the following characteristics:

#### Priority Routes

- Generally radial routes connecting with the AWPR to facilitate movement around Aberdeen without using the city centre as a through-route;
- Primary movement corridors linking the AWPR to principal destinations and secondary routes;
- Connect with at least one secondary route and terminate at a secondary route or principal destination;
- Significant carriers of at least two key modes of transport;
- Should be considered for the provision of bus lanes (if a bus route) and segregated cycle lanes where there is scope to do so, with public transport and cycle priority through junctions;
- Speed limits reflective of the environment but generally 30-40mph.

#### Secondary Routes

- Secondary movement corridors (medium to high movement) facilitating access from priority routes to local routes and from secondary destinations to principal destinations;
- Connect with at least one priority route and may connect with other secondary routes;
- Could be considered for bus lanes (if a busy bus route) and segregated cycle lanes where traffic levels are high;
- Speed limits reflective of the environment but generally 30-40mph.

#### Local Routes

- Tertiary movement network serving local destinations;
- Connect secondary routes with non-principal and non-secondary destinations;
- Formal bus or cycle priority infrastructure generally unnecessary, although will depend on the volume and composition of traffic;
- Traffic speeds generally 20mph.

## 2 Intervention Levels

Revisions are packaged into scenarios reflecting varying levels of intervention.

### Do Minimum Package

- Route alignments and classifications remain as they are;
- Only interventions from committed schemes are applied (i.e. CCMP and Capital Programme projects, revised signage framework);
- Cross-city centre movements still permitted;
- No change in priority for radial routes to the AWPR;
- General traffic can find existing alternative routes around CCMP schemes; it is still possible to approach the city centre and travel through by a number of routes.

### City Hierarchy Package

- Changes to the local road network in terms of route alignments and the hierarchy of routes;
- Cutting back of priority routes to prevent priority routes from passing through the city centre;
- Within the city centre, priority routes downgraded to secondary or tertiary depending on the identified place quality of the street;
- Outwith the city centre, change scenario more commonly related to the upgrade or downgrade of entire roads to reflect their purpose in the new hierarchy;
- Assumes the implementation of CCMP schemes, revised signage framework and city junction interventions to support the roads hierarchy and to lock in the benefits of the AWPR;
- City centre through-routes left by the implementation of the CCMP are retained but the attractiveness of these are reduced via junction interventions to encourage general traffic to use alternative routes for a 'to, not through' approach;
- Junction interventions across the city would support the prioritisation of radial routes set to encourage use of the AWPR.

### Road Space Reallocation Package

- Increased level of intervention whereby, as well as the implementation of the City Hierarchy Package, the capacity of routes within the city centre is reduced for general traffic over and above CCMP proposals;
- Although the implementation of such measures would still permit movements by general traffic, the attractiveness of such movements would be reduced by taking road space away from general traffic and reallocating it to active travel and public transport.

### Access Only Package

- Increased level of intervention whereby treatments introduced to restrict city centre through movements by general traffic over and above CCMP proposals;
- As well as the implementation of City Hierarchy proposals, there would be additional city centre restrictions on through-routes (access only treatments);
- Full access to the city centre would be permitted for all modes, with cross-city centre movements restricted to active travel and public transport.

### 3 Proposed Hierarchy

The proposed revised hierarchy is as follows:

- Priority Orbital route – A90 AWPR
- Priority radial routes:
  - A92/A956: AWPR / Blackdog junction to King Street / Mounthooly Way junction
  - A947: AWPR / Parkhill junction to A96 Inverurie Road junction (with priority route deviating from historical alignment via Victoria Street to Riverview Drive)
  - A96: AWPR / Craibstone junction to Mounthooly Roundabout
  - A944: AWPR / Kingswells South junction to Mounthooly Roundabout
  - A93: AWPR / Deeside junction to Holburn Street
  - A92 South: AWPR / Charleston junction to B9077 Leggart Terrace
  - A956 Wellington Road: AWPR / Charleston junction to North Esplanade West
- Additional optional priority radials:
  - B9119: Skene Road to Woolmanhill Roundabout
  - Berryden Corridor: Belmont Road to Woolmanhill Roundabout
- Secondary Radials:
  - A9013: Holburn Street
  - A945: Riverside Drive
  - A947: Victoria Street
  - A956: King Street (Mounthooly Way) to North Esplanade West (Palmerston Place) via Commerce Street, Virginia Street, Trinity Street, and Market Street (south)
  - B999: AWPR to A92 Murcar Roundabout
  - B997: Scotstown Road to A956 Ellon Road junction (with alignment changing from Balgownie Road to North Donside Road)
  - B9077: South Deeside Road, Great Southern Road
  - B986: Denburn Road
  - C154C: South College Street
  - C159C: Kings Gate (between B9119 junction and A92 Anderson Drive)
  - Cairncry Road / Back Hilton Road
  - Argyll Road
  - Mounthooly Way
  - West Tullos Road
  - Hareness Road
- Secondary Orbitals:
  - A92 Parkway, Anderson Drive and Bridge of Dee;
  - A978 St Machar Drive to Holburn Junction (via St Machar Drive, Leslie Road, Hilton Street, Westburn Drive, Argyll Place, Craigie Loanings, Albert Street, Waverley Place, Victoria Street, Alford Place)

This is illustrated on Figures B1 and B2 overleaf.



Figure B1: Proposed Roads Hierarchy, City-Wide

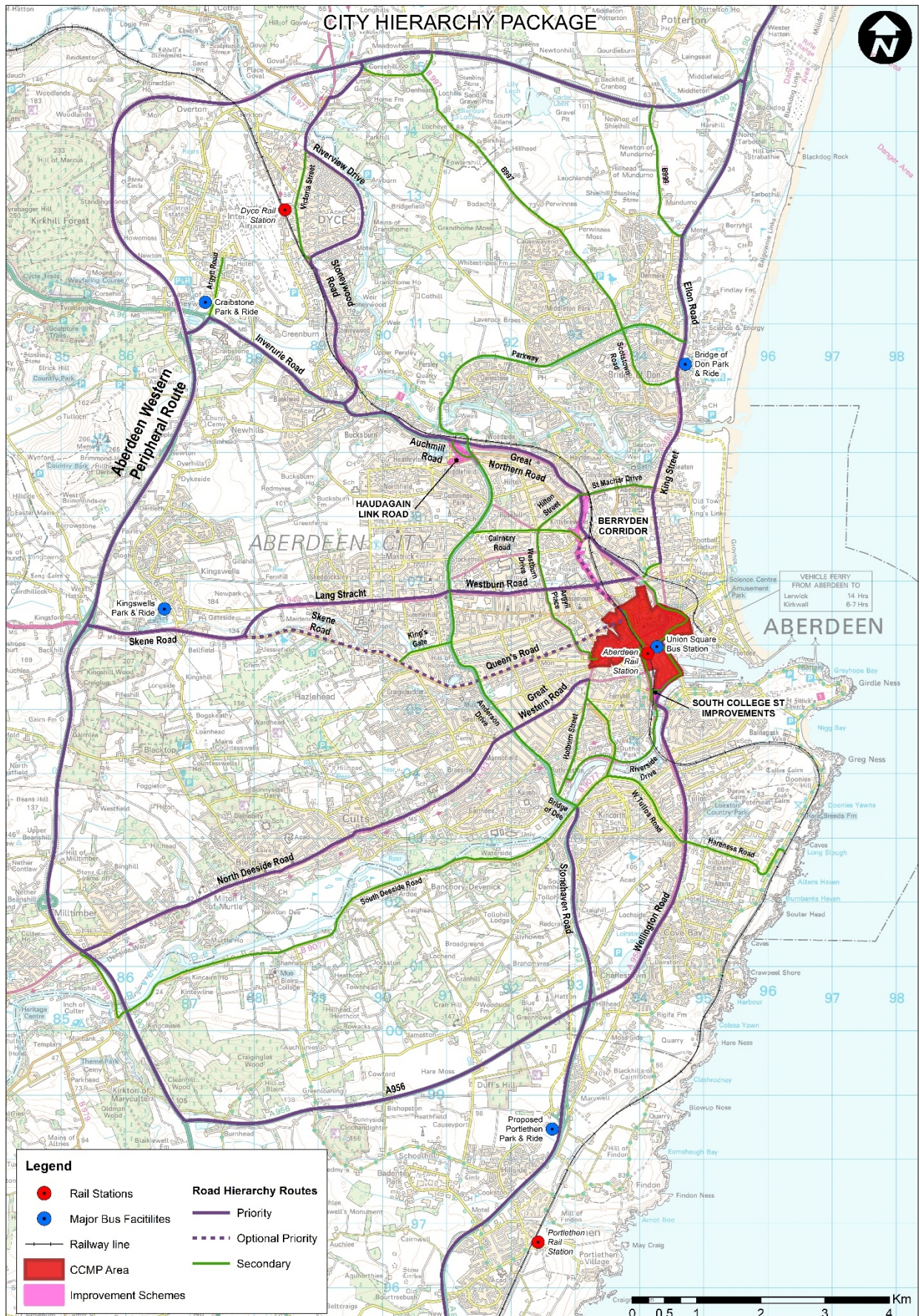
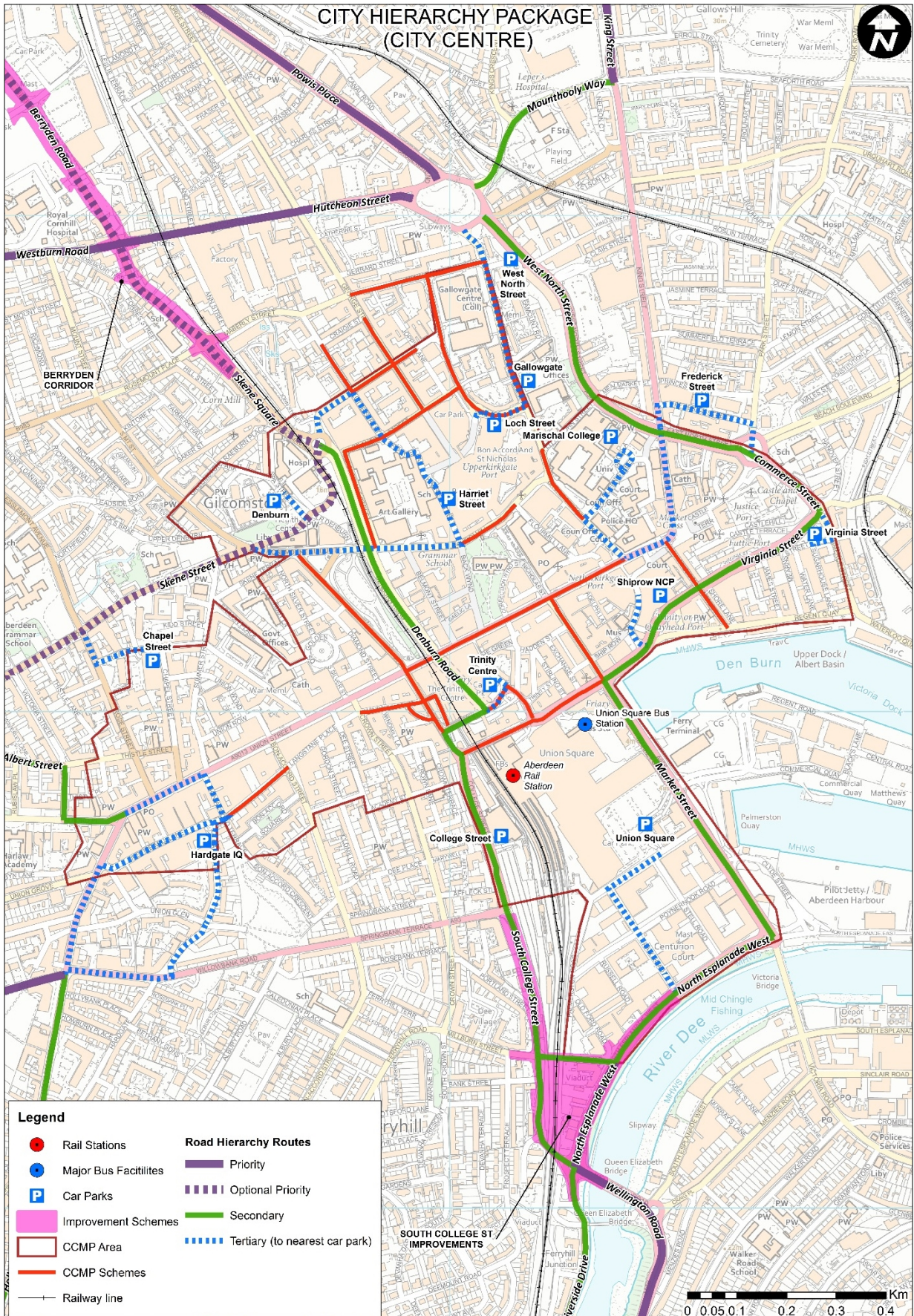




Figure B2: Proposed Roads Hierarchy, City Centre





## 4 Proposed Reclassifications

While much of the above requires no change to existing classifications, the following changes are recommended (those highlighted in yellow are presented as options within the consultant's report). A final list of recommendations will be agreed by officers and taken to Transport Scotland for approval.

Table B1: Proposed Road Reclassifications

Route	Proposed Change	Reasons	Formal Reclassification Required?
A92 Parkway and Anderson Drive	Downgrade from primary to secondary	Movement will be prioritised along radial routes crossing Anderson Drive. Continues to provide an important function as a key connector between priority radial routes, allowing movement between radials without crossing the city centre.	<b>NO</b> - A-road classification maintained along its length due to its quality and reflective of its important role as a key connector between radial routes.
A93: Willowbank Road and Springbank Terrace	Downgrade to tertiary	Sections fall within CCMP area	<b>YES</b> – reclassified as C-road or unclassified.
A93: College Street and Wapping Street	Downgrade to secondary	Consistent with proposed upgrading of South College street from tertiary to secondary and with Denburn Road's secondary designation.	<b>YES</b> – reclassified as B-road.
A93: Carmelite Street and Guild Street	Downgrade to tertiary	Within CCMP area. CCMP proposes Guild Street as a bus-only link.	<b>YES</b> – reclassified as C-road.
A96: West North Street	Downgrade to secondary	Within the CCMP area so higher place function but still an important freight route to the harbour.	<b>NO</b> - acceptable to have secondary route with A-class designation.
A945 Riverside Drive	Downgrade to secondary	Does not provide a connection to strategic road network so no longer functions as a priority route. Better meets definition of secondary route due to connection with A956 primary route. Eastern section unsuitable for freight movements.	<b>YES</b> - reclassified as B-road.
Riverview Drive, Dyce	Upgrade to primary	It is proposed that the A947 priority route deviates from its historical alignment via Victoria Street to Riverview	<b>YES</b> – reclassified as A-road (A947).



A947: Victoria Street, Dyce	Downgrade to secondary	Drive due to HGV (Heavy Goods Vehicle) restrictions and place designation of Victoria Street.	<b>YES</b> – reclassified as B-road.
A956: King Street (Mounthooly Way to West / East North Street), Commerce Street, Virginia Street, Trinity Street, Market Street (south) and North Esplanade West (Victoria Bridge to Palmerston Place)	Downgrade to secondary	Within the CCMP area so higher place function but still an important freight route to the harbour. Sections fall within the Air Quality Management Area (AQMA) while the south end of King Street is designated as a town centre in terms of its place function	<b>NO</b> - Report recommends maintaining A-road classification along its length.
A978: St Machar Drive, Leslie Road, Hilton Street, Westburn Drive, Argyll Place, Craigie Loanings, Albert Street, Waverley Place, Victoria Street and Alford Place	Downgrade to secondary and, in the case of Leslie Road and Hilton Street, tertiary	Movement to be prioritised along radial routes that traverse this orbital route. Some sections inappropriate for high traffic movements. Much of its place function is residential.	<b>YES</b> - Majority to be reclassified as B-road. If Hilton Street and Leslie Road downgraded to tertiary, should be reclassified to C-road.
A9011: Ashgrove Road West	Downgrade to tertiary	No longer functions as a priority route. Does not provide connection with the strategic road network. Much of its place function is residential.	<b>YES</b> – reclassified as C-road.
A9012: Rosehill Drive	Downgrade to tertiary	No longer functions as a priority route. Does not provide connection with the strategic road network. Place function is entirely residential.	<b>YES</b> – reclassified as C-road.
A9013: Holburn Street, Union Street and King Street (to East/West North Street junction)	Downgraded to secondary (Holburn Street) and tertiary (Union Street and King Street)	No longer functions as a priority route. Does not provide connection with the strategic road network, although Holburn Street remains an access route to the west of the city centre. Strong place function (residential and town centre).	<b>YES</b> - Holburn Street to be reclassified as a B-road. Union Street and King Street to become unclassified.
B983: Midsocket Road, Beechgrove Terrace, South Mount Street, Rosemount Viaduct, Union Terrace and Bridge Street	Downgrade to tertiary	No longer connects to priority route hence does not adhere to definition of secondary route. Proposed CCMP schemes restrict general traffic movements along Union Terrace and Bridge Street. Runs through communities and the town	<b>YES</b> - reclassified as C-road.

		centre of Rosemount which has an inherent place value to the community and the wider population.	
B985: Watson Street, Esslemont Avenue, Rose Street, Thistle Street and Chapel Street	Downgrade to tertiary	Runs into the city centre area where it has medium place quality requiring protection. Runs through communities and the town centre of Rosemount which has an inherent place value.	<b>YES</b> - reclassified as C-road.
B986: Belmont Road, Berryden Road, Caroline Place, Skene Square and Woolmanhill	Upgrade to primary	Although not connected to the strategic road network, functions as anomaly priority route with its start point at the A944 priority route and ends at Woolmanhill roundabout, from which car parks can be accessed via proposed secondary routes. Retail and industrial place designation means people movement relatively low.	<b>YES</b> – reclassified as A-road
B986: Clifton Road	Downgrade to tertiary	Place designation almost entirely residential with high-density residences. Communities should be protected from impacts of traffic.	<b>YES</b> - reclassified as C-road.
B990: Nelson Street	Downgrade to tertiary	No longer connects to a priority route and therefore does not adhere to definition of a secondary route. One-way street, residential in nature, with a designated neighbourhood centre where the route meets King Street. Place and physical characteristics suggest that Mounthooly Way would be preferred option for vehicle movements.	<b>YES</b> - reclassified as C-road.
Mounthooly Way	Upgrade to secondary	Connects A956 priority route on King Street and Mounthooly Roundabout which is the proposed end points for the A96 and A944 priority routes. More suitable for vehicular movement than current secondary route via Nelson Street.	<b>YES</b> - reclassified as B-road.
B991 Bedford Road	Downgrade to tertiary	No longer provides a through connection due to bus gate.	<b>YES</b> - reclassified as C-road.

North Donside Road	Upgrade to secondary	Greater capacity on North Donside Road and residences tend to be set back from the road.	<b>YES</b> - reclassified as B-road
B997: Scotstown Road (North Donside Road junction to Balgownie Road junction) and Balgownie Road	Downgrade from secondary to tertiary		<b>YES</b> - reclassified as C-road.
B9119: Skene Road, Queens Road, Carden Place, Skene Street and Woolmanill	Upgrade to primary	Although not connected to the strategic road network, functions as anomaly priority route with its start point at the A944 priority route and ends at Woolmanhill roundabout, facilitating movements to Trinity Centre and College Street car parks.	<b>YES</b> – reclassified as A-road
C154C South College Street	Upgrade to secondary	An important access route to the rail station and the west and north of the city centre.	<b>YES</b> - reclassified as B-road.
C159C Kings Gate west of Anderson Drive	Upgrade to secondary	Meet definition of secondary route if B9119 becomes priority route.	<b>YES</b> - reclassified as B-road if to become priority route
Cairncry Road and Back Hilton Road	Upgrade to secondary	Connects Anderson Drive and proposed priority route via Berryden Corridor therefore meets definition of secondary route. Signed route to the University of Aberdeen from A92 Anderson Drive.	<b>YES</b> - reclassified as B-road.
Argyll Road	Upgrade to secondary	Connects the strategic road network at Craibstone Roundabout to principal destination of Aberdeen International Airport and Craibstone Park and Ride.	<b>YES</b> - reclassified as B-road in partnership with Aberdeen International Airport as roads authority for this section.
West Tullos Road	Upgrade to secondary	Connects Great Southern Road and A956 priority route on Wellington Road via dual carriageway link. Also connects with Hareness Road, currently the preferred access route to Aberdeen South Harbour.	<b>YES</b> - reclassified as B-road.
Hareness Road	Upgrade to secondary	Connects A956 priority route on Wellington Road and location of new Aberdeen South Harbour	<b>YES</b> - reclassified as B-road.

## 5 Key Junctions for Review

To help realise the revised hierarchy, the following junctions are highlighted for review to reinforce priority movements:

- A92 Parkway / Ellon Road
- A92 Parkway / B997 Scotstown Road
- A92 Parkway / Balgownie Road
- A92 Parkway / Whitestripes Avenue / Gordon Brae
- A92 Parkway / Granitehill Terrace / Laurel Drive
- A92 / Muggiemoss Road
- A92 / A96
- A92 Anderson Drive / Clifton Road
- A92 Anderson Drive / Rosehill Drive
- A92 Anderson Drive / Cairncry Road
- A92 Anderson Drive – Ashgrove Road West
- A92 Anderson Drive / A944
- A92 Anderson Drive / Midstocket Road
- A92 Anderson Drive / Kings Gate
- A92 Anderson Drive / Queens Road
- A92 Anderson Drive / Seafield Road / Cromwell Road
- A92 Anderson Drive / A93 Great Western Road
- A92 Anderson Drive / Broomhill Road
- A92 Anderson Drive / Garthdee Road / Holburn Street
- A92 / Leggart Terrace / Great Southern Road
- A947 Victoria Street / Riverview Drive (north)
- Victoria Street / Pitmedden Road
- Victoria Street / Wellheads Drive
- A947 Victoria Street / Riverview Drive (south)
- A96 / Argyll Road
- Argyll Road / Dyce Drive
- A96 / Bedford Road
- A96 Great Northern Road / Clifton Road
- A96 Great Northern Road / Berryden Corridor
- A96 Great Northern Road / St. Machar Drive
- B997 / North Donside Road / Scotstown Road
- Scotstown Road / Balgownie Road
- A956 Ellon Road / North Donside Road
- A956 Ellon Road / Balgownie Road
- A956 King Street / Mounthooly Way / Seaforth Road
- A956 King Street / School Road
- A956 King Street / Nelson Street
- A956 King Street / West North Street
- A956 / Beach Boulevard
- A956 Commerce Street / Virginia Street
- B9077/ West Tullos Road
- West Tullos Road / Abbotswell Road
- West Tullos Road / Wellington Road / Hareness Road

- Hareness Road / Coast Road
- Coast Road / St Fitticks Road
- St. Machar Drive / Don Street / High Street
- St. Machar Drive / Tillydrone Avenue / Bedford Road
- Hilton Street / Clifton Road
- Cairncry Road / Hilton Drive / Hilton Street / Westburn Drive
- Westburn Drive / Ashgrove Road
- A944 Westburn Road / Argyll Crescent / Argyll Place
- A944 Westburn Road / Watson Street
- A944 / Mounthooly Roundabout
- Midstocket Road / Beechgrove Terrace
- Rosemount Place / Argyll Place / Westfield Road
- Westburn / Berryden Road / Hutcheon Street / Skene Square
- Rosemount Place / Mount Street
- Rosemount Place / Skene Square / Maberly Street
- Albert Street / Carden Place / Waverley Place
- Skene Street / Esslemont Avenue / Rose Street
- Skene Street / Rosemount Viaduct
- Woolmanhill / Denburn Road
- Castle Street / Marischal Street
- Union Street / Broad Street
- Union Street / Market Street
- Market Street / Guild Street
- Union Street / Bridge Street / Union Terrace
- Union Street / Bon Accord Street
- Union Street / Chapel Street
- Union Street / Rose Street
- Union Street / Holburn Street
- Albyn Place / Victoria Street
- Holburn Street / Union Grove
- Denburn Road / Wapping Street
- Guild Street / College Street
- Market Street / North Esplanade West
- North Esplanade West / Palmerston Place
- A956 / North Esplanade West / Riverside Drive
- South College Street / Springbank Terrace
- Springbank Terrace / Bon Accord Street
- A93 Great Western Road / Holburn Street / Willowbank Road
- Great Southern Road / Holburn Street
- Holburn Road / Holburn Street
- King George VI Bridge / Riverside Drive

## 6 Primary and Secondary Corridors – Future Work

To help realise the revised hierarchy, a series of corridor improvements will be required on a prioritised basis. Details of work undertaken to date and proposed next steps in terms of delivering the revised hierarchy via corridor improvements are provided in the following table.

Table B2: Future Corridor Work

<b>PRIORITY RADIALS</b>		
<b>Corridor</b>	<b>Work completed or in development</b>	<b>Future Work</b>
A92/A956: AWPR / Blackdog junction to King Street / Mounthooly Way junction	There is intermittent bus and cycle lane provision along the corridor. ACC is working with partners to incrementally deliver safe walking and cycling connections between Aberdeen City and north Aberdeenshire. Recent years have seen the delivery of an off-road walking and cycling path between North Donside Road and Murcar Roundabout, with current work focussed on extending this to Blackdog.	An appraisal of options for improved active travel connections between Bridge of Don and the city centre is proposed for 2019/20, dependant on the outcome of external funding applications. This will take into account any agreed revisions to the roads hierarchy and the outcomes of the SUMP consultation process. Work is to be undertaken to identify any measures that could improve traffic efficiency and afford further priority to active travel public transport along this corridor.
A947: AWPR / Parkhill junction to A96 Inverurie Road junction (with priority route deviating from historical alignment via Victoria Street to Riverview Drive)		Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport.
A96: AWPR / Craibstone junction to Mounthooly Roundabout	There is intermittent bus and cycle lane provision along the corridor. Aberdeen City and Aberdeenshire Council have been incrementally delivering sections of off-road walking and cycling path along the A96 between Aberdeen and Inverurie, although the route is not yet complete. A96 Collective Travel Study undertaken in 2017/18 as part of CIVITAS PORTIS programme, identifying	Work is to be undertaken to identify any measures that could improve traffic efficiency and afford further priority to active travel and public transport along this corridor, including targeting missing links in active travel provision.

	various improvement options. Small-scale improvements (cycle parking, bus stop infrastructure, etc.) being delivered between 2018 and 2020.	
A944: AWPR / Kingswells South junction to Mounthooly Roundabout	There are intermittent cycle facilities and bus lane provision along the corridor. Initial feasibility work on improved cycle connections between Westhill and Aberdeen City Centre was undertaken in 2017 as part of a Community Links project but only reached the first stage of the design competition process. Since then, in response to a number of concerns raised by cyclists, work has focussed on feasibility and design work in relation to improved facilities between the AWPR and Kingswells.	Given the scale of development underway and forthcoming on this corridor, and the fact that it functions as a busy route for all modes of transport, a multimodal corridor study, incorporating the outcomes of all previous work, is recommended.
A93: AWPR / Deeside junction to Holburn Street	There are some sections of bus and cycle lane along the corridor.	Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport along this corridor.
A92: South AWPR / Charleston junction to B9077 Leggart Terrace		Work is to be undertaken to identify any measures that could improve traffic efficiency and afford priority to active travel and public transport along this corridor.
A956 Wellington Road: AWPR / Charleston junction to North Esplanade West	There are intermittent cycle facilities and bus lane provision along the corridor. A multimodal Corridor Study Pre-Appraisal and STAG (Scottish Transport Appraisal Guidance) Part 1 Appraisal are complete, with Part 2 Appraisal underway and due for completion in late 2020. This considers options for improving active travel connections, public transport priority measures, junction enhancements and road improvements.	Delivery of recommended improvements following completion of appraisal work.

	Marywell to Wellington Road active travel improvements options appraisal work is underway.	
B9119: Skene Road to Woolmanhill Roundabout	There are intermittent cycle facilities and bus lane provision along the corridor. A study into options for enhanced bus priority on Queens Road and Skene Road has been undertaken.	Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport along this corridor, incorporating the outcomes of previous work.
Berryden Corridor: Belmont Road to Woolmanhill Roundabout	Detailed design of, and preparatory work for, the Berryden improvement project is underway.	
<b>SECONDARY ORBITALS</b>		
<b>Corridor</b>	<b>Work completed or in development</b>	<b>Future Work</b>
A92: Parkway, Anderson Drive and Bridge of Dee	Incremental delivery of improved walking and cycling connections alongside the Parkway is ongoing. The Bridge of Dee STAG study, looking at options for increased road capacity at the river crossing, is largely complete with the outcomes being verified now that the AWPR is open.	Work is to be undertaken to identify further measures that could improve traffic efficiency and afford priority to active travel and public transport along this corridor, incorporating the outcomes of previous work. Delivery of Bridge of Dee STAG Part 2 outcomes.
A978: St Machar Drive to Holburn Junction (via St Machar Drive, Leslie Road, Hilton Street, Westburn Drive, Argyll Place, Craigie Loanings, Albert Street, Waverley Place, Victoria Street, Alford Place)		Work is to be undertaken to identify any measures that could improve traffic efficiency and afford priority to active travel and public transport along this corridor.
<b>SECONDARY RADIALS</b>		
<b>Corridor</b>	<b>Work completed or in development</b>	<b>Future Work</b>
A9013: Holburn Street	There are intermittent cycle facilities and bus lane provision along the corridor.	Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport.
A945: Riverside Drive	There is an off-road walking and cycling path along the route, with some minor gaps in provision.	As this is not currently a bus route, work will concentrate on identifying measures that could improve traffic efficiency and addressing gaps in active travel provision.



A947 Victoria Street		Changing the priority road from Victoria Street to Riverview Drive offers the opportunity to develop an environment more friendly to active travel and public transport. Work will therefore be undertaken to identify and appraise active travel and public transport priority measures.
A956: King Street (Mounthooly Way to West / East North Street), Commerce Street, Virginia Street, Trinity Street, Market Street (south) and North Esplanade West (Victoria Bridge to Palmerston Place)	Improvement options have been identified in draft Sustainable Urban Mobility Plan (SUMP) for the city centre.	Finalise SUMP and proceed with feasibility, design and delivery of agreed projects.
B999: AWPR to A92 Murcar Roundabout		Given the nature of this corridor, future work is likely to comprise consideration of the requirement for any safety improvements.
B997: Scotstown Road to A956 Ellon Road junction (with alignment changing from Balgownie Road to North Donside Road)	There are small sections of bus and cycle lane in the urban section of the corridor.	Given the nature of this corridor, future work is likely to comprise consideration of the requirement for any safety improvements in the rural section, and work to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport in the urban section.
B9077: South Deeside Road, Great Southern Road		As this is not currently a bus route, work will concentrate on identifying any measures that could improve traffic efficiency and active travel provision.
B986: Denburn Road	Active travel and public transport options considered within SUMP development process where it was determined that Denburn Road was unlikely to be a popular active travel route through the city centre given the potential to develop safer and more attractive routes along other city centre corridors.	Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to public transport.

154C: South College Street	Preferred option agreed for improvement scheme.	
C159C: Kings Gate (B9119 junction to A92 Anderson Drive)		Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport.
Cairncry Road / Back Hilton Road		Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport.
Argyll Road		Work is to be undertaken in conjunction with Aberdeen International Airport to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport.
Mounthooly Way		Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport.
West Tullos Road		Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport.
Hareness Road		Work is to be undertaken to identify any measures that could improve traffic efficiency and afford greater priority to active travel and public transport, in the context of the outcomes of the Wellington Road and External Transport Connections to Aberdeen South Harbour STAG appraisals.



# SCPR Issues and Opportunities

## Report 1 of 2

### Executive Summary

## Executive Summary

AECOM has been commissioned by Aberdeen City Council (ACC) to undertake a strategic car parking review (SCPR) for Aberdeen City. The aim of the study is to *undertake a review of strategic car parking across the City to consider the complex relationship of parking in the City centre with the City's economic, social and environmental wellbeing and how well the current provision of on and off-street parking (whether operated by the public or private sector) fits with ACC's strategic transport and land use plans.*

The proposed objectives of the SCPR are:

1. A car parking policy for Aberdeen that advocates appropriate use of parking in the City centre, with parking prioritised for short stay shoppers and visitors rather than long stay commuters, and which complements wider transport and economic policies of ACC.
2. A car parking policy for Aberdeen that aligns with the developing Roads Hierarchy<sup>1</sup> and facilitates routing to appropriate car parks in the City centre through the use of technology.
3. Provide high quality car parking that is accessible to all users and is inclusive of their needs.
4. Provide flexible parking provision which can adapt to suit events and occasions of demand occurrences.
5. A car parking policy for Aberdeen that supports a reduction in traffic in line with various policies for changing the modal split of access into the City centre and increasing the mode share of those using collective transport, walking and cycling within the City centre.
6. A car parking policy for Aberdeen that complements a wider suite of demand management measures promoted by ACC.
7. A car parking policy for Aberdeen that helps to promote City centre living, realising opportunities to enhance public realm and the walkability and liveability of Aberdeen City centre.
8. Examine the establishment of a sustainable business model for parking assets.
9. Establish and maintain a framework for the continued management of (ACC managed) residents' on-street and off-street parking requirements in Aberdeen City.

The objectives will be finalised based on the outcomes of the context setting.

In order to meet the SCPR aim and objectives it is recognised by the SCPR Project Group, which comprises of representatives of ACC, AECOM and the North East of Scotland Transport Partnership (Nestrans), that a change is needed.

This Issues and Opportunities Report (**Report 1 of 2**) details the context setting of the SCPR. The focus of the Report is to determine issues and opportunities relating to the SCPR aim and objectives which will in turn provide the evidence base for the identification of recommendations going forward. **Report 2 of 2** details such recommendations which will be used to inform ACC's Car Parking Action Plan (to be developed by others), which will set the future direction for car parking across the City. Another outcome of the SCPR is to provide recommendations for ACC publicly available off-street car parks to ensure they are fit for purpose and of the quality required by customers. This information has already been shared with the ACC.

### Methodology

The study area for the SCPR is focussed on Aberdeen City centre as this is where parking demand is highest and where supply is constrained. The study area does however also extend to consider parking opportunities out-with the City centre for example relating to bus and rail based Park & Ride and on-street parking in the form of existing and possible future Controlled Parking Zones (CPZs).

An extensive list of literature and data sources has been reviewed as part of the SCPR. Sources have been supplemented by information provided by ACC / SCPR stakeholders, outcomes of the SCPR engagement process, site visits undertaken by AECOM, car parking surveys commissioned by AECOM and desk top reviews of other relevant sources.

A high-level benchmarking exercise has been undertaken with the following cities: Newcastle, Dundee and Glasgow. Benchmarking considers key transferrable themes, for example relating to parking standards or parking

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<sup>1</sup> ACC, *Roads Hierarchy Study, 2016*

tariffs. Benchmarking cities were agreed with the Project Group for the following key reasons: Dundee being the closest city to Aberdeen, Glasgow as the largest Scottish city and Newcastle due to recent changes to the management of car parking to enhance the city's economic wellbeing.

The scope and methodology of the SCPR has been agreed with the Project Group. Where the scope of the SCPR does not extend to cover topics and parking types which support and complement the SCPR aim and objectives, or where existing information may not be available, actions to consider such elements are addressed in **Report 2 of 2**.

### **Transport and Land Use Context**

Aberdeen City and Aberdeenshire continue to be places in which people want to live and work, with population and economic activity increasing across the region in excess of the Scottish average. The general transport characteristics of the City and Shire are dominated by high car ownership and a high percentage of commuting journeys into the City made by car. For example, approximately 82% of trips to the City for work or study are made by car from the Aberdeenshire area. The Local Development Plans (LDPs) for both the City and Shire, along with other land uses, allocate almost 23,000 new homes up until 2026.

This increasing economically active population places demands on the transport resource including parking. Over the last five years, traffic growth on key city routes has increased by 3% and like many other cities; Aberdeen suffers from peak hour traffic congestion. Traffic modelling demonstrates that at present there is a high volume of traffic which traverses the City centre. A contributing factor to noise levels and air quality is road traffic and in Aberdeen there are 20 Candidate Noise Management Areas (CNMAs) and three Air Quality Management Areas (AQMAs), one of which covers all key City centre routes.

Significant investment has and continues to be made in transport across the City and Shire including the soon-to-be-opened Aberdeen Western Peripheral Route (AWPR) which is expected to fundamentally change driving behaviour and routing patterns. Other key transport interventions include the recently opened Craibstone Park & Ride, the Diamond Bridge, new link road to Aberdeen International Airport, the redoubling of the Aberdeen to Inverurie rail line (currently under construction) and a new railway station at Kintore. Moreover, ACC acknowledges that there is a requirement for a transformational change in the City centre and thus the Aberdeen City Centre Masterplan (CCMP) was approved in 2015. The CCMP identifies distinct interventions over a 25 year period which will have impacts on how people and traffic function and interact with the City's physical environment including changes to car parking. Moreover, in order to deliver CCMP interventions, an overall reduction of 20% in traffic is required. The SCPR has therefore been produced as a supporting document to the CCMP, to identify possible car parking interventions for delivery in support of the CCMP and looking at the implications of these. The SCPR supports and complements the Civitas PORTIS project which seeks to improve access in port cities, of which Aberdeen is a partner city.

The Roads Hierarchy Strategy, which is the subject of a separate study recently commissioned by Nestrans and ACC seeks to define how the transport network will function post opening of the AWPR by providing the framework to make the city a destination as opposed to a through route, this is supported by the AWPR Signage Review, which seeks to create three zones in the City (North, West and South) to reduce cross city movements.

The context setting for the SCPR demonstrates that although major transport interventions across the City and Shire are well underway, current and future travel behaviours will continue to place demands on the transport resource and parking. It is therefore necessary to recognise the sustainability of the balance in these demands recognising that parking is just one of many elements of Travel Demand Management (TDM).

### **Parking Policy and Guidance**

The policy context for parking is derived from Scottish Planning Policy (SPP) and through the LDP and supporting supplementary guidance. This context focusses on how parking fits within the suite of other TDM measures, car parking standards for new developments and where LDP allocations may influence and impact the demand and supply of car parking. The Aberdeen LDP also sets out policies relating to a presumption against developments which would have detrimental impacts on noise and air quality while considering the levels of such impacts in accordance with EU Directives and national legislation.

SPP and the Aberdeen and Aberdeenshire LDPs all place an emphasis on sustainable land use planning which maximises and supports sustainable travel and accessibility by emphasising walking, cycling and public transport as a priority. An element of this hierarchy is a restriction on the availability of car parking achieved through the application of car parking standards. Aberdeen has comparatively very generous parking standards for new

developments especially in the City centre when compared to the other benchmarked cities; in particular office parking provision is three times higher than the Glasgow standard. Aberdeen does however have guidance associated with low or no car developments, parking standards for electric vehicles (EVs) and a developer contribution mechanism for Car Clubs.

Unlike Newcastle and Dundee, Aberdeen does not have any exclusive parking related policies, other than parking standards. These policies are generally very restrictive of new public parking within their City centres. Moreover the current policy context does not align with the Roads Hierarchy Strategy.

There are a number of opportunity sites identified within the Aberdeen LDP. These include Park & Ride improvements at Bridge of Don, an expanded parking facility at Dyce Railway Station and a redevelopment of the Denburn Car Park.

### **What is the current strategy in relation to car parking?**

There is a general acknowledgement within existing strategies, such as the Regional and Local Transport Strategies, that managing car parking demand appropriately can positively influence mode choice, increase sustainable transport use and support the local economy.

The strategies generally promote greater use of bus and rail Park & Ride sites and emphasise the need to increase patronage on these services.

The CCMP provides a 25 year strategy for the City centre which aspires to revitalise and energise a series of development areas, emphasising the requirement to reduce car use within the City centre core in favour of more sustainable modes.

As previously noted the Roads Hierarchy Strategy, which is being developed to, among other things, support the delivery of the CCMP reinforces the City Centre as a destination, not a through route. The Strategy also provides a framework to support access to car parks within the City centre so as to appropriately manage routing from the AWPR and limit cross City centre vehicular movements.

The Aberdeen Air Quality Action Plan aspires to eliminate the need for AQMAs and includes a series of actions to achieve this including promoting modal shift away from car use and making new development parking standards stricter.

### **What are the current Parking Characteristics?**

#### *Park & Ride*

Park & Ride provision serving Aberdeen consists of approximately 3,200 spaces. 80% of these spaces are served by bus with the remaining 20% being served by rail from peripheral stations. The bus based Park & Ride sites are situated to the north and west of the City and are generally well appointed with good quality facilities. The cost of Park & Ride for travel to Aberdeen City centre varies from £3 to £20 a day (return) depending on mode choice and location. Considering the benchmarking cities, Park & Ride serving Aberdeen is on average more expensive.

Park & Ride sites serving Aberdeen have more parking spaces compared to two of the three benchmarked cities, with only Glasgow having more overall spaces. Usage statistics collected by Nestrans in the weekday periods indicate that, generally speaking, the rail based Park & Ride facilities are notably overcapacity whilst there is a notable shortfall in demand at the bus based facilities.

Potential exists for an additional 349 bus based Park & Ride spaces in the north of the city (Bridge of Don planning consent for up to 999 spaces), while there remains a regional aspiration to deliver a further bus-based Park and Ride site south of the city on the A90 trunk road (T) at Portlethen. The locations of the existing Park & Ride sites are considered to be favourable in relation to the AWPR and there is available capacity to accommodate increased demands.

#### *ACC Off-Street Car Parks*

Ten ACC publicly available off-street car parks are included in the SCPR. All but one of these car parks (Jack's Brae) is situated within the City centre:

1. West North Street (North)
2. Marischal College (North)

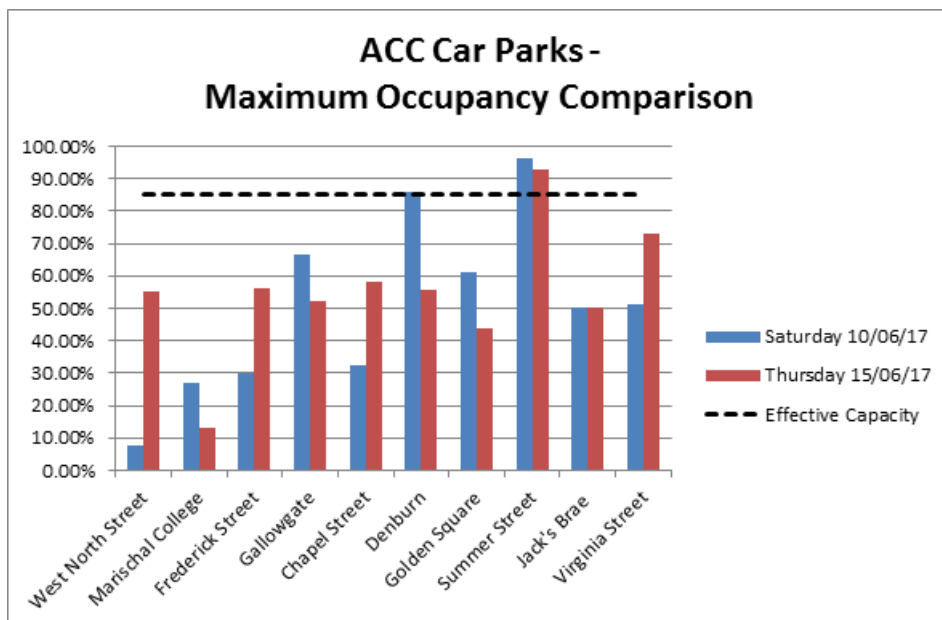


3. Frederick Street (North)
4. Gallowgate (North)
5. Chapel Street (West)
6. Denburn (West)
7. Golden Square (West)
8. Summer Street (West)
9. Jack's Brae (West)
10. Virginia Street (South)

These car parks have a combined capacity of 1,526 parking spaces and include multi-storey car parks (MSCP) and surface car parks. These car parks cater for a mix of parking demands including for general Pay & Display parking, cashless parking using the RingGo app and parking permit holders including ACC staff. In 2016 / 2017 revenue generated by the ten car parks was approximately £2.8m which is a reduction of approximately £300,000 compared to 2015 / 2016.

Four of the car parks are designated as 'long stay' (Denburn, Chapel Street, Virginia Street and West North Street), with Frederick Street operating as both long and short stay. The rest are designated as short stay. Opening hours are fairly consistent across car parks with no barriers in operation and parking charges remain at roughly £1 per hour with little variance from this pattern for longer stays. As a comparison with the benchmarking cities, considering short stay parking, Aberdeen has the cheapest average parking cost. For long stay parking, the average price in Aberdeen is slightly higher than Dundee but considerably cheaper than Glasgow.

A review of the maximum occupancy of the car parks for a weekday and Saturday is shown in the following figure. A car park is considered to be operating within effective capacity at or less than 85%, the remaining 15% caters for circulatory traffic thus ensuring efficiencies in how the car park operates. The figure shows that Summer Street is operating over effective capacity with all other car parks operating within effective capacity. Some car parks have comparably low occupancy rates, especially at the weekend.



An audit of the quality of these car parks was undertaken by AECOM with consideration to: accessibility, signage, lighting, cleanliness and general quality. The average rating was 3.6/5 with the lowest rating 2.5 for the Denburn MSCP. This information has been shared with ACC to inform future asset management plans.

*Private Off-Street Car Parks*

There are a total of seven privately owned yet publicly available off-street car parks located within Aberdeen City centre, comprising a total of 3,992 spaces. Five of these car parks are operated by three of the large shopping

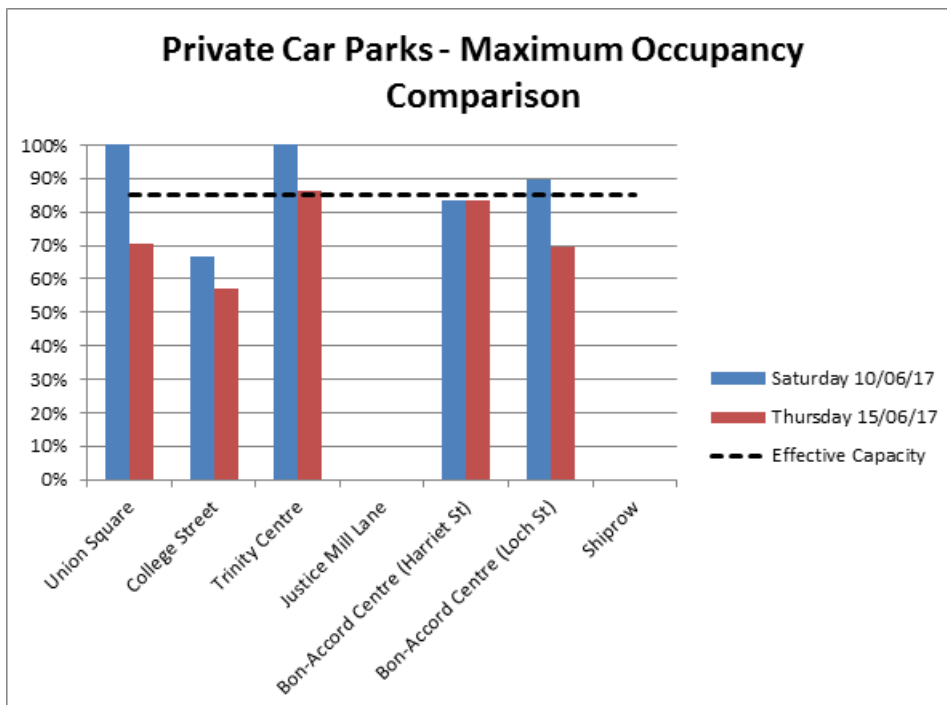
centres, a section of the College Street car park is operated by ScotRail whilst the remaining two car parks operate on a standalone basis:

1. Union Square (South)
2. College Street for Union Square and Aberdeen Railway Station (West)
3. Trinity Centre (North)
4. Justice Mill Lane (West)
5. Harriet Street (West)
6. Loch Street (North)
7. Shiprow (South)

There is a large contrast in the tariffs applied across the car parks with those standalone car parks generally offering much cheaper longer-term parking aimed at attracting commuters compared to the shopping centre affiliated car parks. The privately-owned car parks are generally of high quality, with five of the car parks having been awarded Park Mark status.

In terms of usage, the car parks operated by the shopping centres are generally at or near capacity on Saturday afternoons, with the exception of the College Street car park. The standalone car parks are only around 35% - 50% full on Saturdays as shown in the following figure. No quantitative information was made available for the Shiprow and Justice Mill Lane car parks however anecdotal information from the operators of these car parks demonstrates the following occupancy characteristics:

- Justice Mill Lane – Car park occupancy for the weekday is generally around 90%, car park occupancy at the weekend is approximately 40%; and
- Shiprow – Weekday occupancy rates generally peak at 50%, at the weekend the peak occupancy is 35%.



#### Private Car Parks

There are a total of 909 off-street car parking spaces that are available at ACC Housing Revenue Account (HRA) car parks located at 40 different sites. These are predominantly located in the City centre study area but there also some located out with this area.



Anecdotal evidence provided by ACC staff suggests that there are high levels of indiscriminate parking issues at the various HRA car parks. The data suggests that there are 276 spaces located at HRA car parks that no lease has been 'let' for. Some car parks have very low occupancy rates.

HRA parking permits vary in price depending on the type of space and location and range from £4 to £20 a week; note higher prices are applicable to non-tenants.

There are also a significant number of additional private off-street car parks associated with residential and commercial land uses in the City centre. In particular the North Dee, Holburn and King Street areas have a higher density of such parking.

#### *On-Street Parking*

CPZs are managed by ACC and are done so through a permit / voucher based system, Pay & Display or cashless payments. Aberdeen currently has 21 defined CPZs and four possible CPZs.

CPZs were first introduced in the City to provide turnover of parking for commercial businesses and increased opportunity for residents to find a parking space close to their home. As parking pressures from commuter parking extended further out from the City centre, controlled parking was introduced more widely to actively manage traffic with a principle aim to reduce congestion and delay whilst improving the local environment and amenity.

There are approximately 11,973 on-street car parking spaces within the existing CPZs, approximately 3,900 of these spaces reside within the 'central' area of the City. In 2016, over 16,000 permits were issued. On-street parking maximum duration of stay varies with the 'central' area of the City restricted to between 1 and 2 hours increasing to 3 hours in the peripheral areas. Those with parking permits may exceed the maximum duration of stay.

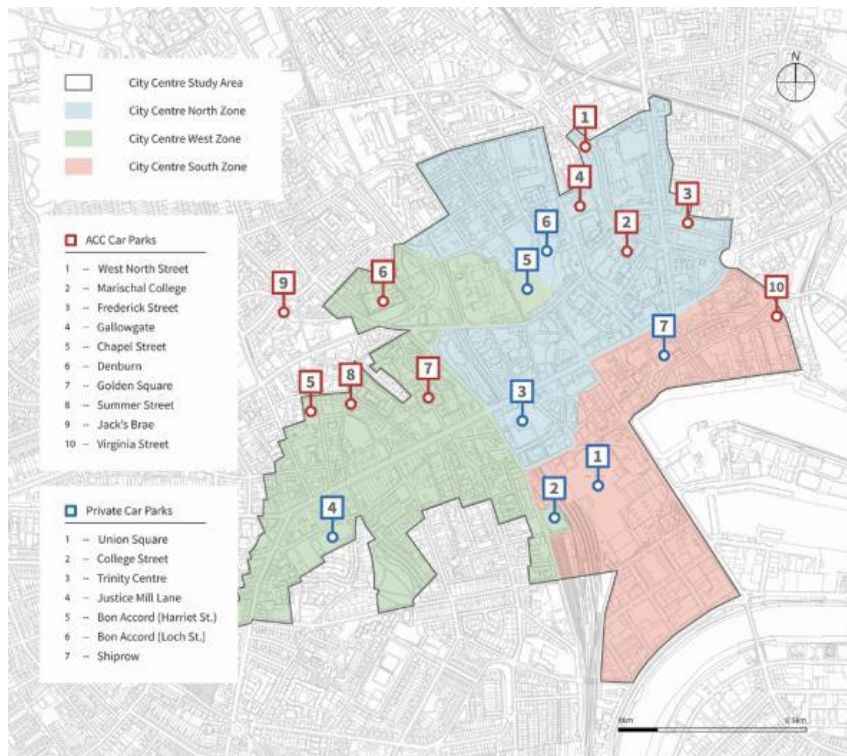
The yearly cost of a parking permit is £50, £500 and £550 for residents, business and contractor permits respectively. The hours of operation vary across the City.

In 2016, revenue from on-street parking (including parking related penalty charge notices) exceeded £6.6m; the greatest proportion of this revenue was from Pay & Display / cashless parking.

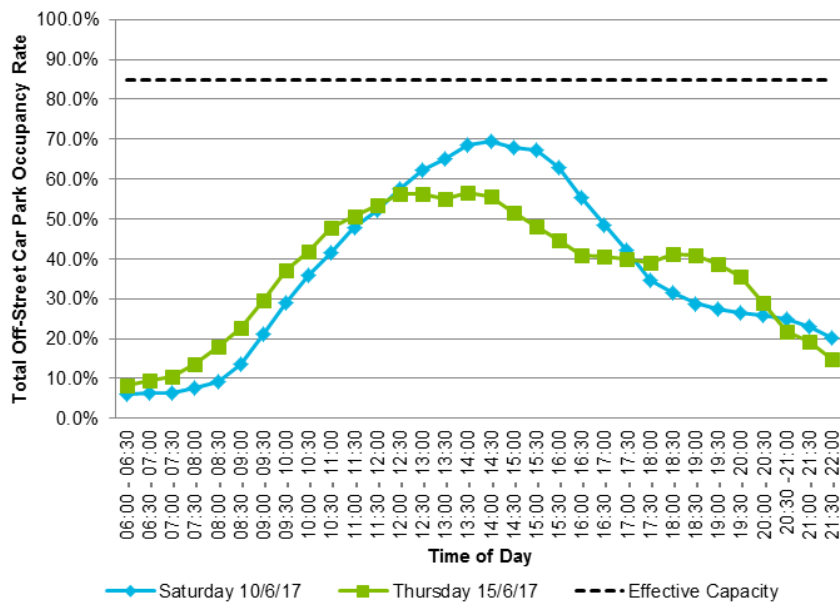
Unlike the other benchmarking cities, Aberdeen does not adopt a tariff-based structure for permits based on location instead providing a flat tariff structure. In respect of residential permits, out-with the City centre, the Aberdeen tariff is comparable with the benchmarking cities, however in respect of City centre parking residential and business tariffs are considerably lower in Aberdeen compared to the other cities. Moreover, unlike Glasgow which does not permit the sale of on-street parking permits for business use in the City centre, Aberdeen does.

#### **Is there sufficient off-street parking in Aberdeen?**

The following figure shows City centre off-street car parks and their respective 'zone' location. The occupancy levels for all off-street car parks is shown in the figure thereafter, this figure includes the combined capacity of all off-street car parks which is 5,518 spaces and the demand for these spaces for a weekday and weekend.



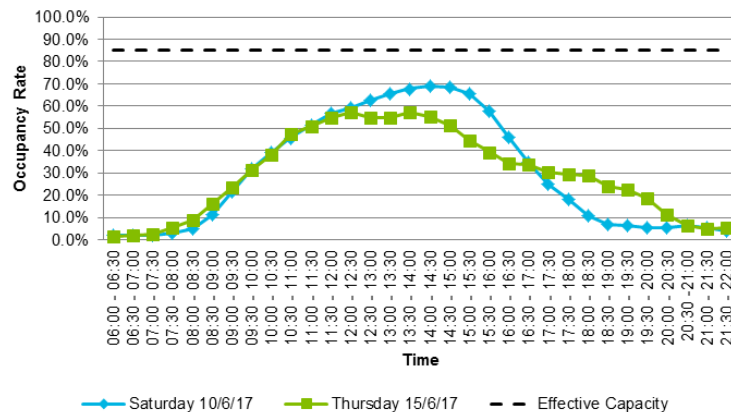
**Combined City Centre Off-Street Publicly Available Car Park Occupancy Rate\*\***



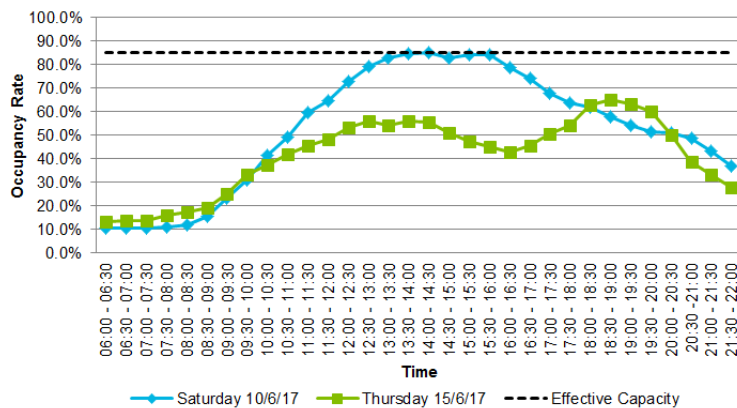
\*\*Includes worst case anecdotal information provided by the operators of Shiprow and Justice Mill Lane Car Parks.

The above figure illustrates that when considering off-street total capacity and demand Aberdeen car parks are collectively operating within effective capacity (at or less than 85%). It is however recognised that is important to understand how car parks are operating within the respective zones of the City and this is shown in the following figures.

### Combined Off-Street Car Parking Demand City Centre North Zone

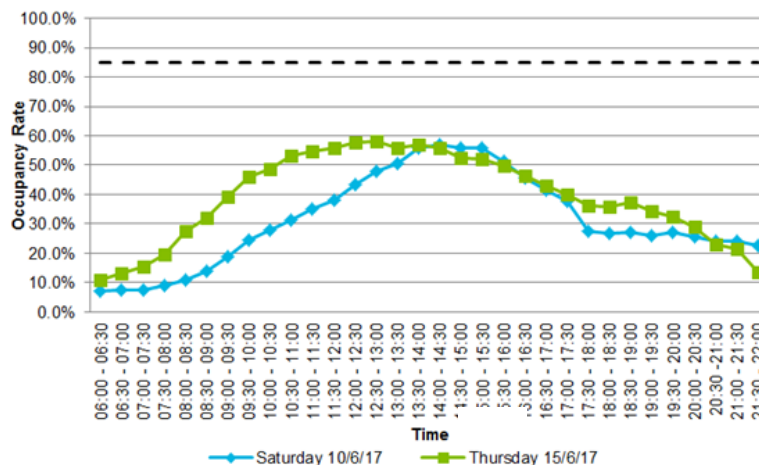


### Combined Off-Street Car Parking Demand City Centre South Zone\*\*



\*\*Includes Shiprow Car Park using worst case anecdotal information provided by operator. This assumes a uniform occupancy rate of 35% on Saturday 10/06/17 and 50% on Thursday 15/06/17.

### Combined Off Street Parking Demand City Centre West Zone\*\*



\*\*Includes Justice Mill Lane Car Park using worst case anecdotal information provided by operator. This assumes a uniform occupancy rate of 40% on Saturday 10/06/17 and 90% on Thursday 15/06/17.

These figures demonstrate that considering combined capacity and demand within each zone, publicly available off-street car parks are operating within effective capacity. Within the south zone, demand does however encroach on effective capacity at the weekend. The west zone in particular is shown to be operating with significant residual capacity during the week and weekend. Based on existing demands and driver behaviour, considering the zones of the city, car parks are appropriately located.

## EVs and Car Clubs

The total number of EV bays in the City centre (implemented by ACC) constitutes 26 spaces, additional spaces are provided in private car parks. Of these spaces, only seven are available for public use with the remainder either available for the Car Club or fleet vehicles. It is recognised that EV provision in the City will be required to change and the existing provision provides the platform for growth.

The Co-wheels Car Club offer TDM solutions to provide alternatives to private ownership of a vehicle and to help alleviate the issues relating to car parking including competition for space and environmental problems. The Car Club currently has a fleet of 33 vehicles dispersed across 27 sites in and around Aberdeen City. A single car club vehicle in Aberdeen has been shown to replace seventeen cars, five from people giving them up and twelve choosing not to replace them when the time comes, thus helping to reduce parking pressure as well as improve mobility.

## Engagement and Technology

A detailed and targeted methodology for public and stakeholder engagement formed a central component of the SCPR. These engagement techniques have been applied to gain a thorough understanding of the principal issues and opportunities relating to car parking in Aberdeen, and provide the context for the SCPR. Engagement included: stakeholder workshops and an online public survey. The outcomes of the engagement will be used to inform SCPR recommendations.

The Issues and Opportunities review indicates that monitoring and dissemination elements of parking provision are tracking in the right direction, with the delivery of a new Urban Traffic Management & Control (UTMC) system. However, it is recognised that the payment / enforcement system needs a significant refresh. This refresh needs to consider the operational requirements to enhance operational effectiveness and revenue generation of the current system. Technology related recommendations are considered in the next steps of the SCPR study.

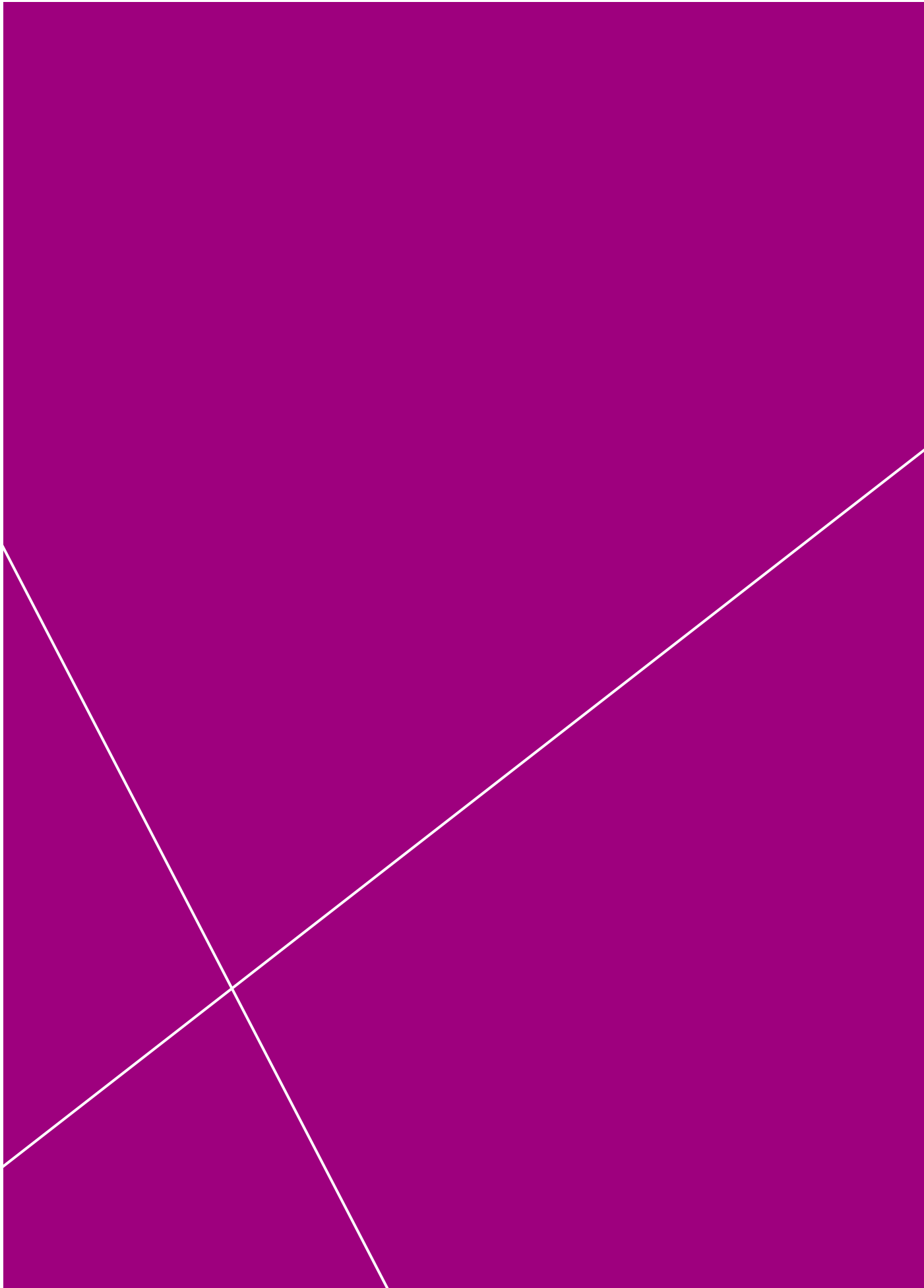
## Key Findings and Next Steps

<b>An increasing and economically active population places demands on the transport resource, including for parking and like many other cities, road traffic with resultant impacts on noise and air quality, is increasing in Aberdeen and key road links and junctions suffer from peak hour congestion.</b>
<b>A series of transport interventions are due to be open / are committed which will change how people and traffic moves to / from and within Aberdeen City centre.</b>
<b>Change is needed to parking, as part of a package of wider TDM measures to support and deliver policy, guidance and strategy objectives for the City including consideration to the CCMP and Roads Hierarchy Strategy.</b>
<b>Current policy and guidance does not align with strategy objectives for the City and in comparison to benchmarking cities parking standards in Aberdeen for new developments are very generous.</b>
<b>Existing bus based Park &amp; Ride facilities which serve Aberdeen are underutilised, in comparison to the benchmarking cities, Park &amp; Ride travel is on average more expensive in Aberdeen.</b>
<b>There are 1,526 off-street publicly available car parking spaces within ten car parks operated by ACC in the City centre. These car parks are generally operating within effective capacity (at or less than 85% occupancy). Parking tariffs for short stay parking in Aberdeen are cheaper than the benchmarking cities.</b>
<b>Private off-street publicly available car parking spaces total 3,992 spaces over seven car parks. Car parks serving shopping centres are operating at or over effective capacity at the weekends. Weekdays operate within effective capacity.</b>
<b>Considering the combined capacity and demand for ACC and private off-street parking, existing car parks are operating within effective capacity. Off-street car parks in the south of the City do however exceed effective capacity at the weekends, while car parks in the north and west are shown to have residual capacity during the week and weekend. Based on existing demands it is considered that there is sufficient off-street parking in the appropriate locations, however management of this car parking is needed to direct drivers to under-utilised spaces.</b>
<b>Parking permits for on-street parking in Aberdeen City centre are considerably cheaper than benchmarking cities, moreover parking permits for commuter based parking by non HRA tenants are available to purchase thus facilitating long stay parking.</b>

This report details the context to understand issues and opportunities in respect of the SCPR aim and objectives which in turn have been used to inform a series of recommendations which are included in **Report 2 of 2**.

***Note: This executive summary is based on a baseline review finalised in August 2017, thus changes may have occurred in the intervening period.***





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MAXIMUM HEIGHT 6'-3"

5

 **Chapel Street  
Car Park**  
Pay & Display  
500 Spaces  
open 24hrs  
 holders free

# Executive Summary

## Executive Summary

AECOM has been commissioned by Aberdeen City Council (ACC) to undertake a strategic car parking review (SCPR) for Aberdeen City. The aim of the study is to *undertake a review of strategic car parking across the City to consider the complex relationship of parking in the City centre with the City's economic, social and environmental wellbeing and how well the current provision of on and off-street parking (whether operated by the public or private sector) fits with ACC's strategic transport and land use plans.* The finalised study objectives are as follows:

1. A car parking policy for Aberdeen that advocates appropriate use of parking in the City centre, with parking prioritised for short stay shoppers and visitors rather than long stay commuters, and which complements wider transport and economic policies of ACC.
2. A car parking policy for Aberdeen that aligns with the Roads Hierarchy Strategy and facilitates routeing to appropriate car parks in the City centre through the use of technology.
3. Provide high quality car parking that is accessible to all users and is inclusive of their needs.
4. Provide flexible parking provision which can adapt to suit events and occasions of demand occurrences.
5. A car parking policy for Aberdeen that supports a reduction in traffic in line with various policies for changing the modal split of access into the City centre and increasing the mode share of those using collective transport, walking and cycling within the City centre.
6. A car parking policy for Aberdeen that complements a wider suite of demand management measures promoted by ACC.
7. A car parking policy for Aberdeen that helps to promote City Centre Living for existing and future residents, realising opportunities to enhance public realm and the walkability and liveability of Aberdeen City centre.
8. Examine the establishment of a sustainable business model for ACC parking assets including consideration of tenant parking needs.

The context setting for the SCPR is set out in ([Report 1 of 2](#)), which determined the issues and opportunities relating to the SCPR aim and objectives which provide the evidence base for the identification of recommendations. This Report, [Report 2 of 2](#) details the appraisal of recommendations which will be used to inform ACC's Car Parking Action Plan (to be developed by others). This Plan will provide ACC with an indication of where they are taking parking across the City at a strategic level. Another outcome of the SCPR is to provide recommendations for ACC publicly available off-street car parks to ensure they are fit for purpose and of the quality required by customers, this information has already been shared with ACC.

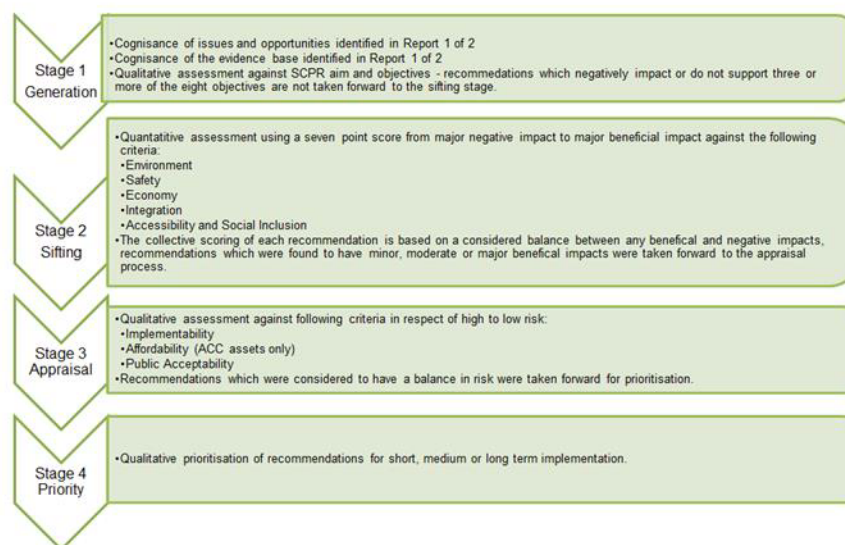
### Methodology

This report details the identification, generation, sifting and appraisal process associated with parking related recommendations relating to future policy, Park & Ride, on-street parking, off-street parking, Electric Vehicles (EVs) and Car Clubs. A series of recommendations have also been identified based on the outcomes of the SCPR stakeholder engagement process.

These recommendations have been derived from the evidence base detailed within [Report 1 of 2](#). During the review of issues and opportunities ([Report 1 of 2](#)) it became clear that the evidence base for some topics / types of parking was inconclusive thus instead of a recommendation an action is identified which principally relates to the undertaking of further studies, reviews or data collection exercises. These actions are not subject to the following appraisal process; however actions have been prioritised for implementation based on a short, medium or long term programme. Actions also provide the opportunity to ensure that the context setting associated with parking takes cognisance of key national and local strategies which have come to the fore since the completion of [Report 1 of 2](#), for example relating to the introduction of Low Emission Zones (LEZs) or to enhance the promotion of existing initiatives. AECOM recognise that some of the identified actions may already be underway.

An extensive list of recommendations and actions (58 no.) were derived from the findings of [Report 1 of 2](#), these were agreed with the SCPR Project Group which comprises representatives of ACC, AECOM and the North East of Scotland Transport Partnership (Nestrans).

Each recommendation has been appraised following elements of best practice in respect of Scottish Transport Appraisal Guidance (STAG). The appraisal process was agreed with the SCPR Project Group and can be summarised as follows:



## Actions

Actions and the prioritisation for implementation are shown in the following table.

Topic	Ref	Action	Programme
Policy, Guidance, Strategy and Technology	1	Develop supporting studies and strategies which consider wider Travel Demand Management (TDM) measures in more detail.	Short Term
	2	Assessment of the impact of the approved Roads Hierarchy Strategy on parking, particularly on-street parking and vehicle routing to off-street car parks.	Short Term
	3	Study into national pressures to restrict diesel and petrol cars and impact on Aberdeen parking (and noise / air quality) and to consider development guidelines, on-street charging and tariffs for charging.	Short Term
	4	Establish a Quality Parking Partnership for City centre parking to include private operators.	Short Term
	5	Continued promotion of Getabout (TDM) initiatives and review of such initiatives, where applicable, considering the outcomes of the SCPR.	Short Term
	6	Undertake further studies / reviews to assess the implications of Scottish Government LEZ requirements in Aberdeen and how this may influence and shape parking in the City.	Short Term
	7	Review of SCPR recommendations in respect of ensuring no detriment to existing Air Quality Management Areas (AQMAs) / Noise Management Areas (NMAs).	Medium Term
	8	Review of the barriers to the feasibility and implementability of low and no car free developments in city centres with consideration of best practice from other cities with a focus on practicalities of enforcing such developments while considering the demands of increasing City Living opportunities.	Medium Term
	9	The strategic scope of the study did not allow for baseline data to be collected on a number of additional parking types that contribute to the overall parking environment and / or data was found to be lacking during the baseline review relating to: blue / green badge parking, parent and child parking, loading / unloading parking, freight parking, taxi parking, parking of coaches, cycles, motorcycles or front garden parking,	Medium Term



Topic	Ref	Action	Programme
		streetscape contributions and free parking, illegal parking causing accidents among other types. Evidence gathering for these elements will need to be considered and be part of any Car Parking Action Plan moving forward.	
	10	Communication strategy regarding approach of ACC relating to parking for dissemination to public and Councillors.	Medium Term
	11	Modelling of SCPR actions and recommendations within the Aberdeen Sub Area Model (ASAM).	Medium Term
	12	Refresh of the existing payment / enforcement system to consider enhanced operational effectiveness and revenue generation.	Medium Term
	13	Development of Key Performance Indicators (KPI) relating to SCPR aim and objectives in respect of monitoring of: traffic flows, car parking occupancy and public engagement.	Long Term
	14	Explore potential for introducing workplace parking levies	Long Term
Park & Ride and Public Transport	15	Awareness raising of existing Park & Ride facilities.	Short Term
	16	Develop a strategy in partnership with Nestrans for Park & Ride including research into barriers to use.	Short Term
	17	In partnership with Aberdeenshire Council consider revisiting the case for Park & Ride at Portlethen.	Medium Term
On-Street Parking	18	Review of on-street parking permit turnover, occupancy and duration of stay.	Medium Term
	19	Structural assessment of existing Multi Storey Car Parks (MSCPs).	Short Term
	20	Further investigation of opportunity to rationalise underutilised off-street sites (ACC surface car parks) at Jack's Brae and Virginia Street.	Short Term
ACC Off-Street Publicly Available Car Parking	21	Increased provision of parent and child spaces.	Short Term
	22	Close Golden Square car park.	Medium Term
	23	Consider reallocation of long / short stay car parking availability within all ACC off-street car parks.	Medium Term
	24	Review use of ACC off-street car parks by ACC employees in respect of: usage, permit availability and restrictions to be extended to include the Town House car park.	Medium Term
	25	Regular monitoring and benchmarking of off-street car parking tariffs by the public and private sector.	Long Term
EVs and Car Clubs	26	Guidance on short stay & EV parking and location.	Short Term
	27	In partnership with the Aberdeen Car Club assess the existing level of Car Club demand in the City and develop appropriate strategies thereafter.	Medium Term
Engagement Outcomes	28	Clarity and improved ease of use of the RingGo payment system.	Short Term
	29	Investigate feasibility of trialling a smart phone based app which provides information on space availability, payment functions and duration of stay reminders.	Long Term
	30	Introduction of contactless payments.	Long Term

### Recommendations and Appraisal

The following table identifies each recommendation and the associated appraisal process.

Topic	No.	Recommendation	Generation	Sifting	Appraisal	Programme
Policy, Guidance, Strategy and General	1	As part of the next Local Development Plan (LDP) process, consideration to more restrictive commercial parking standards within Supplementary Guidance (SG) with a focus on the City centre.	✓	✓	✓	Medium Term
	2	Amendment of car parking standards within next LDP process to correlate to SCPR aims and objectives.	✓	✓	✓	Medium Term
	3	Greater support and propensity for approval of no car developments in City centre during the planning application process.	✓	✓	✓	Medium Term
	4	Greater support and propensity for approval of low car developments in City centre during the planning application process.	✓	✓	✓	Medium Term
	5*	As part of the next LDP process develop parking standards based on public transport, walking and cycling accessibility.	✓	✗	-	-
Park & Ride and Public Transport	6	Business model change of Park & Ride operations to consider free bus travel or reduced bus travel cost.	✓	✓	✓	Short Term
	7	In partnership with Nestrans review methods for improving facilities at Park & Ride sites to make sites more attractive.	✓	✓	✓	Short Term
	8	Working with stakeholders investigate potential for increased rail Park & Ride provision.	✓	✓	✓	Medium Term
On-Street Parking	9*	Restrict on-street parking opportunities for long stay parking (excluding residents).	✓	✗	-	-
	10*	Reduce number of on-street residential permits made available in City centre.	✓	✗	-	-
	11	Pay & Display only in retail areas.	✓	✓	✓	Long Term
	12	Introduction of North Dee Controlled Parking Zone (CPZ).	✓	✓	✓	Long Term
	13	Introduction of Beach CPZ.	✓	✓	✓	Long Term
	14	Restrict business permit allocation in City centre similar to benchmarking cities.	✓	✓	✓	Long Term
	15	Increase cost of residential parking permit in City centre.	✓	✓	✓	Long Term
ACC Off-Street	16	Trial of Alive after Five in existing underutilised off-street car parks	✓	✓	✓	Short Term

Topic	No.	Recommendation	Generation	Sifting	Appraisal	Programme
Parking		during evenings.				
	17	Minimise commuter parking within ACC off-street facilities.	✓	✓	✓	Medium Term
	18	Balance / dynamic parking – with aid of technology.	✓	✓	✓	Medium Term
	19	Park Mark scheme target for ACC off-street car parks.	✓	✓	✓	Medium Term
	20*	Sustainable car parks e.g. solar panels on the roof.	✓	✗	-	-
	21	Enhanced signage and wayfinding by vehicles and pedestrians with consideration of the interface of the car park with the local environment.	✓	✓	✓	Medium Term
EV and Car Club	22	Increase EV on-street spaces in City centre.	✓	✓	✓	Medium Term
	23	Increase EV parking in off-street locations.	✓	✓	✓	Medium Term
Stakeholder and Public Engagement	24	Increased Variable Message Signs (VMS).	✓	✓	✓	Medium Term
	25*	Increased off-street car parking provision.	✗	-	-	-
	26*	Free off-street car parking.	✗	-	-	-
	27	Enhanced enforcement of inappropriate parking such as parking in blue badge spaces.	✓	✓	✓	Medium Term
	28	Increased secure cycle parking in off-street car parks.	✓	✓	✓	Medium Term

\*recommendation either does not support SCPR objectives or has negative impact at the sifting stage thus is discounted and not considered further.

### Conclusion

Based on the appraisal process 23 no. recommendations should be taken forward for consideration in the ACC Car Parking Action Plan (to be developed by others) along with 30 no. actions.

**Note: Recommendations and actions are based on the baseline review finalised in August 2017, thus changes may have occurred in the intervening period. Recommendations and actions were agreed with the Project Group.**



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## Aberdeen Sustainable Urban Mobility Plan (SUMP) Executive Summary

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Responsible Co-Author(s):	
Date:	April 2019
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Dissemination level:	Project Coordinator

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## Abstract

This document forms a draft Sustainable Urban Mobility Plan (SUMP) for Aberdeen, focussing on the city centre and connections to the new Aberdeen South Harbour (ASH) at the Bay of Nigg.

## Project Partners

Organisation	Country	Abbreviation
Aberdeen City Council	Scotland	ACC
Aberdeenshire Council	Scotland	AC
Nestrans	Scotland	
Aberdeen Harbour Board	Scotland	AHB

## Document History

Date	Person	Action	Status	Diss. Level
14/11/18	WH	Initial draft for internal stakeholder and project partner consultation	Draft	PC
25/04/19	WH	Draft for Elected Member consideration	Draft	PC

Status: Draft, Final, Approved, and Submitted (to European Commission).

Dissemination Level: PC = Project Coordinator, SC=Site Coordinator, TC=Technical Coordinator, EM=Evaluation Manager.

# Executive Summary

## Introduction

The opening of the Aberdeen Western Peripheral Route (AWPR) offers a unique opportunity to re-think and redesign Aberdeen's transport network. With the new road offering a mechanism by which to transfer a sizeable proportion of through traffic to the outskirts of the city, significant traffic reduction is being realised on urban corridors, offering opportunities for this currently available capacity to be redistributed to sustainable modes of transport, thus influencing, in a positive way, how people access and move around the city. The benefits of this billion-pound investment will gradually erode should traffic be allowed to continue to grow to fill the space that has been created.

Aberdeen City Council (ACC) and regional partners Nestrans, Aberdeenshire Council and the Strategic Development Planning Authority (SDPA) are in the process of updating the city's roads hierarchy in order to:

- Support the effective distribution and management of traffic around the city;
- Develop a network that makes best use of the AWPR by taking advantage of the newly freed-up road capacity within the city to lock in the benefits of investment by giving more priority to sustainable transport journeys;
- Facilitate delivery of the transport elements of the Aberdeen City Centre Masterplan (CCMP) by providing a means of reducing through-traffic in the city centre, reflecting the role of the city centre as a destination rather than a through-route for traffic; and
- Form a basis for identifying future transport priorities for the city, along with the Regional and Local Transport Strategies and ongoing City Region Deal (CRD) Strategic Transport Appraisal.

Coinciding with the completion of the initial roads hierarchy review, this Sustainable Urban Mobility Plan (SUMP) has been developed to identify transport interventions that could be delivered to help realise certain city centre elements of the revised hierarchy and complement and expand upon city centre transport interventions identified in the CCMP. Reflecting its status as a CIVITAS PORTIS project, it furthermore considers opportunities for improved active travel connections between the city centre and the new Aberdeen South Harbour (ASH).

The SUMP is a 20-year plan (to 2040), aligning with the CCMP, and aims to be realistic, striking an appropriate balance between aspiration and deliverability.

## Vision, Objectives and Outcomes

The vision of the SUMP is:

*A city centre transport network that enhances accessibility and permeability by those walking, cycling and using public transport and which contributes to wider aspirations to deliver a safe, sustainable and economically buoyant city centre with an enhanced sense of place.*

The vision is supported by the following objectives:

1. Support delivery of the CCMP by contributing to the regeneration of the city centre and developing a network of streets that prioritise the movement of people over the movement of vehicles, whilst maintaining necessary and efficient access for business and industry.
2. Minimise the adverse environmental impacts of transport in the city centre and incorporate green infrastructure into new transport schemes wherever practicable.

3. Ensure that the city centre is accessible to, and safe for, all and is resilient to the effects of climate change.
4. Encourage and enable more walking and cycling in the city centre, particularly through the provision of more and better infrastructure.
5. Improve the public transport experience to, from and within the city centre, particularly in terms of achieving shorter and more reliable journey times.
6. Improve connectivity between key destinations in and around the city centre by sustainable modes of transport.
7. Support and encourage all vehicular journeys within the city centre to be undertaken in low emission vehicles.
8. Raise awareness of opportunities for travel to, from and within the city centre by clean and sustainable forms of transport, including the potential for multimodal journeys.

The following outcomes are anticipated:

1. A more pedestrian- and cycle-friendly city centre;
2. A city centre that prioritises the movement of people over the movement of vehicles;
3. Improved air quality in the city centre;
4. Reduced carbon dioxide (CO<sub>2</sub>) emissions;
5. A city centre that is accessible to all;
6. A safer city centre;
7. Increased mode share for active travel to, from and within within the city centre;
8. Increased mode share for public transport to, from and within within the city centre;
9. Shorter public transport journey times and improved journey time reliability through the city centre; and
10. An increase in the proportion of vehicular journeys in the city centre undertaken by low-emission or emission-free vehicles.

### **Infrastructure Improvements and Supporting Measures**

The following tables outline the infrastructure improvements and supporting measures proposed within the SUMP. Infrastructure measures are categorised into high, medium or low priority and short, medium or long-term. It is presumed that short-term measures can be delivered / progressed within 2 years of adoption of the SUMP, medium-term measures within 2-15 years and long-term measures beyond 10 years.

#### High Priority Measures

SHORT TERM		
Location	Project	
1	Market Street	Reduce the speed limit along the entire street to 20mph
2	Bridge Street	Reduce the speed limit along the entire street to 20mph
3	Belmont Street	Exempt cyclists from access restrictions
MEDIUM TERM		
Location	Project	
1	Union Street	Investigate the feasibility of making the whole of Union Street a walking, cycling and bus priority space (local access only for general traffic) in the context of wider CCMP proposals and an agreed future strategy for Union Street
		Install segregated cycle facilities along the length of Union Street alongside wider CCMP proposals
2	King Street (East/West North Street to Castle Street)	Investigate the feasibility of delivering CCMP project to make this space bus, cycle, and local access only. As part of this work, consider opportunities for resurfacing, widening and otherwise improving footways

		Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities, alongside delivery of the CCMP project and in the context of a wider review of active travel facilities along the A956 (north) reflecting any agreed new roads hierarchy
3	Holburn Street (Union Grove to Union Street)	Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities in the context of a wider review of active travel facilities along Holburn Street, reflecting any agreed new roads hierarchy
4	Alford Place	Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities, giving consideration to onward connections along Albyn Place, and look at opportunities for footway resurfacing as part of this work
5	Union Terrace	Investigate the feasibility of delivering a modified CCMP project to make this a pedestrian, bicycle and public transport priority space. Look at opportunities for footway resurfacing and improved crossing provision
		Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities, alongside delivery of CCMP project
6	Bridge Street	Investigate feasibility of delivering modified CCMP project to deliver one-way traffic system (bus, cycle and local access only) between Union Street and Wapping Street
		Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities, alongside delivery of CCMP project and linking in with any wider improvements to Union Terrace and College Street. Look at opportunities for footway resurfacing as part of this work
7	College Street	Reduce the speed limit to 20mph
		Investigate the feasibility of implementing on-road cycle provision, potentially mandatory cycle lanes, looking for opportunities to complement the wider South College Street improvement scheme
8	Market Street	Implement modified CCMP project to deliver one-way traffic system (bus, cycle and local access only) with segregated cycle facilities between Union Street and Guild Street
		Determine the feasibility of improved cycle facilities on the southern section of Market and resurface footways as part of any improvement works

Medium  
Priority  
Measure

SHORT TERM		
Location	Project	
1	West North Street / East North Street	Reduce the speed limit to 20mph
2	Commerce Street	Reduce the speed limit to 20mph
3	Virginia Street / Trinity Quay	Reduce the speed limit to 20mph
4	Woolmanhill	Reduce the speed limit to 20mph
5	Denburn Road	Reduce the speed limit to 20mph
6	Rosemount Viaduct	Reduce the speed limit west of Woolmanhill to 20mph
7	George Street	Exempt cyclists from 'No Entry' restriction south of St. Andrew Street
		Reduce the speed limit north of St. Andrew Street to 20mph
8	Gallowgate	Reduce the speed limit to 20mph
9	Loch Street	Reduce the speed limit to 20mph
10	Berry Street	Reduce the speed limit to 20mph
11	St. Andrew Street	Allow cyclists access to contraflow bus lane
		Reduce the speed limit between Charlotte Street and Loch Street to 20mph
12	John Street	Reduce the speed limit to 20mph
13	Charlotte Street	Permit cyclists to use the contraflow bus lane
		Reduce the speed limit to 20mph
14	Palmerston Road	Reduce the speed limit to 20mph
15	Raik Road	Reduce the speed limit to 20mph
16	Stell Road	Reduce the speed limit to 20mph
17	Poynerook Road	Reduce the speed limit to 20mph
18	James Street	Reduce the speed limit to 20mph
19	Mearns Street	Reduce the speed limit to 20mph
20	Regent Quay	Reduce the speed limit to 20mph
21	St. Fitticks Road	Implement signage to indicate that this is the recommended walking and cycling route between ASH and the city centre
22	Victoria Road / Victoria Bridge	Implement signage to indicate that this is the recommended walking route between ASH and the city centre
		Reduce the speed limit to 20mph
23	Abbey Road	Implement signage to indicate that this is the recommended cycling route between ASH and the city centre
		Change priorities at the Baxter Street and Mansefield Road junctions to give priority to Abbey Road traffic
24	Crombie Road	Implement signage to indicate that this is the recommended cycling route between ASH and the city centre
		Reduce the speed limit to 20mph
25	North Esplanade West	Reduce the speed limit to 20mph
26	Greyhope Road	Reduce the speed limit to 20mph
MEDIUM TERM		
Location	Project	
1	Rosemount Viaduct	Investigate the optimum level of cycle provision in the context of the delivery of CCMP projects on Schoolhill and Upperkirkgate Look at opportunities for footway resurfacing as part of this work.
2	Schoolhill	Make a walking, cycling and bus priority space (local access only for general traffic)
		Investigate optimum level of cycle provision in the context of wider CCMP



		delivery, particularly projects on Schoolhill and Upperkirkgate
3	Upperkirkgate	Make a walking, cycling and bus priority space (local access only for general traffic)
		Investigate optimum level of cycle provision in the context of wider CCMP delivery, particularly projects on Schoolhill and Upperkirkgate
4	Gallowgate	Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities and giving consideration to onward connections northwards along the A96 and westwards along the A944. If segregated facilities not feasible, consider alternative means of improving conditions for cyclists in the context of wider CCMP delivery. Look at opportunities for footway resurfacing as part of this work.
		Investigate the feasibility of making Gallowgate (or sections of Gallowgate) a walking, cycling and bus priority space (local access only for general traffic) in the context of wider CCMP delivery
5	Guild Street	Resurface footways between Union Square and Bridge Street
		Work with partners to look at options for improved connectivity between Union Square and Trinity Mall
		Deliver CCMP project to remove car traffic and reduce bus traffic to one-way only on Guild Street, while allowing local access only for deliveries
		Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities, alongside CCMP project
6	Skene Street (Summer Street to Woolmanhill)	Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities, on this section, mindful of opportunities for continuing onward connections westwards along the current B9119. Look at opportunities for footway resurfacing as part of this work
7	Woolmanhill	Investigate the feasibility of implementing formal cycle provision on the approach to the city centre, preferably segregated facilities, in the context of wider Berryden corridor improvements and the opportunity for onward connections to the north. Look at opportunities for footway resurfacing as part of this work
8	Crown Street (Union Street to Academy Street)	Deliver CCMP project to implement segregated two-way cycle lanes between Springbank Terrace and Union Street. If segregated facilities prove unfeasible, look at the implementation of mandatory on-road cycle lanes as an alternative. Look at opportunities for footway resurfacing as part of this work
9	Rose Street	Investigate the feasibility of making Huntly Street to Union Street a walking, cycling and bus priority space (local access only for general traffic) in the context of wider CCMP proposals and an agreed future strategy for Union Street
10	Thistle Street	Make a walking and cycling priority space (local access only for general traffic)
11	Chapel Street	Investigate the feasibility of making a walking, cycling and bus priority space (local access only for general traffic) in the context of wider CCMP proposals and an agreed future strategy for Union Street. Look at opportunities for footway resurfacing and widening as part of this work
		Consider opportunities for formal cycle provision if safety proves a concern at this location following implementation of wider proposals
12	Palmerston Road	Make a walking and cycling priority space (local access only for general traffic)
13	Raik Road	Make a walking and cycling priority space (local access only for general traffic)
14	Stell Road	Make a walking and cycling priority space (local access only for general traffic)
15	Palmerston Place	Ensure that attention is given to the needs of cyclists when devising the final form of South College Street improvements to ensure a consistent level of cycling provision within the area
16	Poynernook Road	Make a walking and cycling priority space (local access only for general traffic)
17	St. Andrew Street	Deliver CCMP project to make a walking, cycling and bus priority space (local

		access only for general traffic) between Loch Street and Charlotte Street. Determine optimal level of infrastructure west of Charlotte Street in the context of CCMP delivery. Look at opportunities for footway resurfacing as part of this work
18	John Street	Make a walking, cycling and bus priority space (local access only for general traffic). Look at opportunities for footway resurfacing as part of this work
19	Blackfriars Street	Determine the optimal cycle infrastructure in the context of CCMP delivery
20	Harriet Street / Crooked Lane	Make a walking and cycling priority space (local access only for general traffic)
21	Shoe Lane / Queen Street	Deliver an improved pedestrian and cycle experience alongside Queen Street redevelopment
22	Shore Brae	Resurface the western footway and complete the 'soft segregated' network to ensure consistent provision on Shore Brae and Ship Row
23	Hadden Street	Make a walking and cycling priority space (local access only for general traffic)
24	Wapping Street / Carmelite Street	Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities Reduce the speed limit to 20mph
25	Stirling Street	Make a walking and cycling priority space (local access only for general traffic) as per CCMP
26	Trinity Street	Make a walking and cycling priority space (local access only for general traffic) as per CCMP
27	Carmelite Lane	Make a walking and cycling priority space (local access only for general traffic) as per CCMP
28	Exchange Street	Make a walking and cycling priority space (local access only for general traffic) as per CCMP
29	South Silver Street	Make cycle and local access only as per the CCMP. Look at opportunities for footway resurfacing as part of this work
30	Golden Square	Make a walking and cycling priority space (local access only for general traffic)
31	Langstane Place	Make a walking and cycling priority space (local access only for general traffic). Look at opportunities for footway resurfacing as part of this work
32	Justice Mill Lane	Make a walking and cycling priority space (local access only for general traffic). Look at opportunities for footway resurfacing as part of this work
33	Windmill Brae / Bath Street	Make a walking and cycling priority space (local access only for general traffic). Look at opportunities for footway resurfacing and widening as part of this work.
34	St. Fitticks Road	Install segregated pedestrian and cycle facilities between Coast Road and Abbey Road
35	North Esplanade West	Investigate the feasibility of implementing formal cycle provision, preferably segregated facilities
<b>LONG TERM</b>		
	<b>Location</b>	<b>Project</b>
1	Woolmanhill	In recognition of the fact that roundabouts can act as a barrier to cycling, while simultaneously aiding the smooth flow of traffic and performing an important green space function, undertake an options appraisal to look at ways of improving the cycle experience at the roundabout while remaining mindful of wider considerations.  Should public transport journey times be a concern following delivery of planned improvements, look at options for implementing public transport priority measures
2	North Esplanade West	Progress delivery of a new pedestrian and cycle bridge over the River Dee as part of CCMP delivery
3	Palmerston Road	Should a new pedestrian and cycle bridge across the Dee be delivered, implement more formal cycling provision between Raik Road and Market Street



4	Raik Road	Should the new pedestrian and cycle bridge across the Dee be delivered, implement more formal cycling provision
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Low Priority Measures

SHORT TERM		
	Location	Project
1	St. Nicholas Street / Correction Wynd	Exempt cyclists from access restriction
2	Castle Terrace	Ensure the path linking to Commerce Street and Virginia Street is fully accessible to cyclists
MEDIUM TERM		
	Location	Project
1	Market Street	Investigate the feasibility of implementing a pedestrian crossing phase at Market Street / Guild Street signalised junction
2	Netherkirkgate	Resurface footways Underpass improvements
3	Summer Street	Resurface and widen footways If space permit, consider implementation of on-road cycle lanes if safety proves a concern at this location following delivery of wider proposals
4	Bon Accord Terrace (Union Street to Langstane Place)	Resurface footways
5	Littlejohn Street	Resurface footways
6	Marischal Street	Resurface footways
7	Justice Street	Resurface footways
8	Blackfriars Street	Resurface footways
9	Charlotte Street	Resurface footways
10	James Street	Resurface footways
11	Mearns Street	Resurface footways
12	Ship Row	Resurface footways
13	Dee Street (Union Street to Bon Accord Lane)	Widen and resurface footways
14	Huntly Street	Widen and resurface footways
15	Bon Accord Lane	Resurface footways
16	West / East Craibstone Street	Resurface footways
17	Bon Accord Square	Resurface footways
18	North Silver Street	Resurface footways
19	Langstane Place	Should cycle safety be a concern at this location following high- and medium-priority interventions, investigate the feasibility of mandatory on-road cycle lanes
20	Justice Mill Lane	Should cycle safety be a concern at this location following high- and medium-priority interventions, investigate the feasibility of mandatory on-road cycle lanes
21	Commerce Street	Widen footways (Virginia Street to Regent Quay)
22	Little Chapel Street	Resurface and widen footways

<b>23</b>	Skene Terrace	Resurface footways
<b>LONG TERM</b>		
	<b>Location</b>	<b>Project</b>
<b>1</b>	Castlegate	Resurface as per CCMP
<b>2</b>	West North Street / East North Street (Littlejohn Street to Beach Boulevard)	Investigate the requirement for, and feasibility of, implementing formal cycle provision, preferably segregated facilities. Look at opportunities for footway resurfacing as part of this work
<b>3</b>	Beach Boulevard Roundabout	Undertake a study to identify the optimum pedestrian and cycle improvements
<b>4</b>	Commerce Street	Undertake further work to determine the feasibility of segregated cycle facilities (Beach Boulevard to Virginia Street). If not feasible, consider provision of mandatory on-road cycle lanes. Look at opportunities for footway resurfacing as part of this work
<b>5</b>	Virginia Street / Trinity Quay	Undertake further work to determine the requirement for, and feasibility of, segregated cycle facilities. If not feasible, investigate provision of mandatory on-road cycle lanes. If on-road cycle facilities also prove unfeasible or unadvisable from a safety perspective, investigate off-road cycle provision. Look at opportunities for footway resurfacing as part of this work
<b>6</b>	Loch Street	Investigate the requirement for, and feasibility, of implementing formal cycle provision, preferably segregated cycle facilities, in the context of wider CCMP proposals. Look at opportunities for footway resurfacing as part of this work
<b>7</b>	Berry Street	Investigate the requirement for, and feasibility of, implementing formal cycle provision, preferably segregated cycle lanes. If segregated facilities not feasible, consider alternative means of improving conditions for cyclists in the context of wider CCMP delivery. Look at opportunities for footway resurfacing as part of this work  Should public transport journey times become a concern at this location even with planned improvements, look at options for implementing public transport priority measures at a suitable point in the future

Supporting Measures

**ACC will work with partners to:**

**WALKING AND CYCLING**

Continue to ensure that all new developments in the city centre are built around the needs of people walking and cycling and facilitate safe and direct active travel journeys to, from and within the development by requiring developers to ensure that comprehensive walking and cycling infrastructure is incorporated into new sites and that sites are well linked to the surrounding network

Continue to require developers to consider accessibility by walking and cycling before accessibility by private vehicles and demonstrate that sufficient measures have been taken to minimise vehicular traffic generation through Transport Assessments, Travel Plans and the provision of Residential Travel Packs

Support the implementation of Home Zones and low / no car housing where this will result in development that is safer and more welcoming to people walking and cycling

Require adequate cycle parking facilities to be installed at all new sites and encourage the installation of shower, changing and storage facilities at workplaces and other non-residential sites

Increase cycle parking provision, particularly around key destinations and attractions

Consider the findings of the Bike Hire Scheme Options Appraisal and work with partners to implement the recommendations in a sustainable manner

Consider the findings of pedestrian wayfinding review and work to implement key recommendations

Increase and improve lighting provision in areas of high pedestrian and cycle activity, while pursuing low carbon lighting solutions to support emission reduction targets

Look at opportunities for increasing green man time and reducing the wait for green man time at busy pedestrian crossing locations

Continue with routine road, footway and path maintenance, including sweeping, surfacing treatments and filling in of potholes as required and as resources allow
Ensure that roads and pavements are repaired promptly and to a high standard following utility works and other maintenance activities
Ensure future maintenance requirements are reduced by designing and implementing new infrastructure to a high standard and to a minimum ten-year design life
Continue to seek further funding sources for footpath and cycle path maintenance, particularly for new routes that are not accounted for in existing maintenance budgets
Continue to lobby the Scottish Government for funding support for the maintenance of active travel routes to support the increased levels of capital funding available in recent years
Continue to deliver activities, campaigns, promotions and events in the city centre (such as In Town Without My Car Day) to raise awareness of the benefits of, and opportunities for, walking and cycling in the area
Continue to support, promote and participate in local and national safety and driver awareness campaigns such as Police Scotland's Operation Close Pass
Reflect ongoing improvements in the city centre in future editions of the Aberdeen Cycle Map
As individual infrastructure projects come forward to delivery, look at opportunities for supporting infrastructure to enable and encourage use of the new facilities, such as public water stations and on-street maintenance stations, as well as permanent monitoring facilities to assess the effectiveness and popularity of new infrastructure
<b>PUBLIC TRANSPORT</b>
Continue to work within the North East Bus Alliance to identify and implement measures to promote and encourage more bus and Park and Ride trips to the city centre, including bus priority measures and new ticketing arrangements
Ensure that bus stops in the city centre offer a safe, accessible and high-quality waiting environment for passengers
Ensure that all bus stops in the city centre have clear, accurate and current timetable and route information on display
Install maps at all key public transport stops in the city centre, as per the recommendations of the wayfinding review
Continue to promote public transport as a sustainable and efficient method of travelling to and from Aberdeen city centre
Widely promote the benefits of forthcoming rail improvements arising from the Revolution in Rail and the Aberdeen to Inverness Rail Improvement Project
Work with partners to deliver the Station Gateway Development Brief to realise a more welcoming arrival experience into the city centre for those travelling by public transport
Undertake an accessibility audit of the bus and rail stations, as part of Union Square redevelopment plans, incorporate recommendations into an Action Plan to sit beneath the SUMP and work with partners to deliver the Action Plan.
<b>FREIGHT</b>
Continue to contribute towards CIVITAS PORTIS workstreams to encourage freight vehicles to use preferred corridors and minimise unnecessary trips within the city centre, and to minimise the impact of those necessary trips by encouraging and enabling consolidation and low-emission vehicle use, especially for 'last mile delivery'
Promote and disseminate revised freight maps
<b>CAR CLUB AND CAR SHARING</b>
Continue to work with partners to promote the car club and car sharing as a cheaper and more efficient alternative to private car use for those living in the city centre
Continue to work with car club operators to expand the car club fleet and the number of car club bays in the city centre
Continue to work with partners to increase the number of electric, hydrogen and hybrid vehicles within the car club
<b>LOW EMISSION VEHICLES</b>

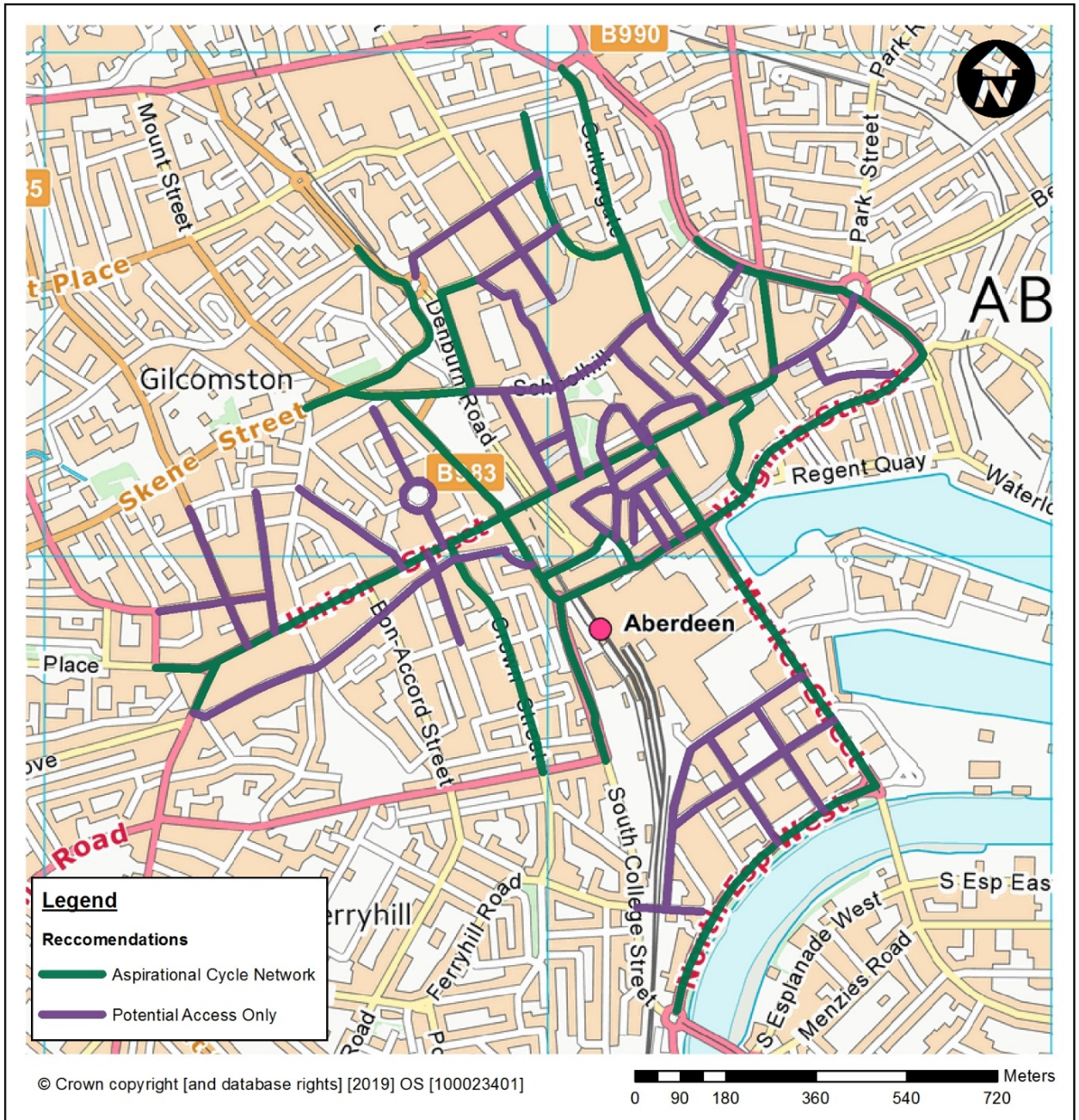
Continue to assess the requirement for, and feasibility of, a Low Emission Zone in Aberdeen and work towards the successful delivery of a LEZ should this be required
Continue to promote the benefits of low emission vehicles over conventional petrol and diesel varieties
Continue to grow the electric vehicle charging network in the city centre
Work towards the delivery of the Aberdeen City Region Hydrogen Strategy to increase the proportion of hydrogen vehicles in the city centre
<b>CAR PARKING</b>
Implement the recommendations of the Strategic Car Parking Review

These measures are anticipated to realise the following networks.

DRAFT



Proposed city centre active travel network



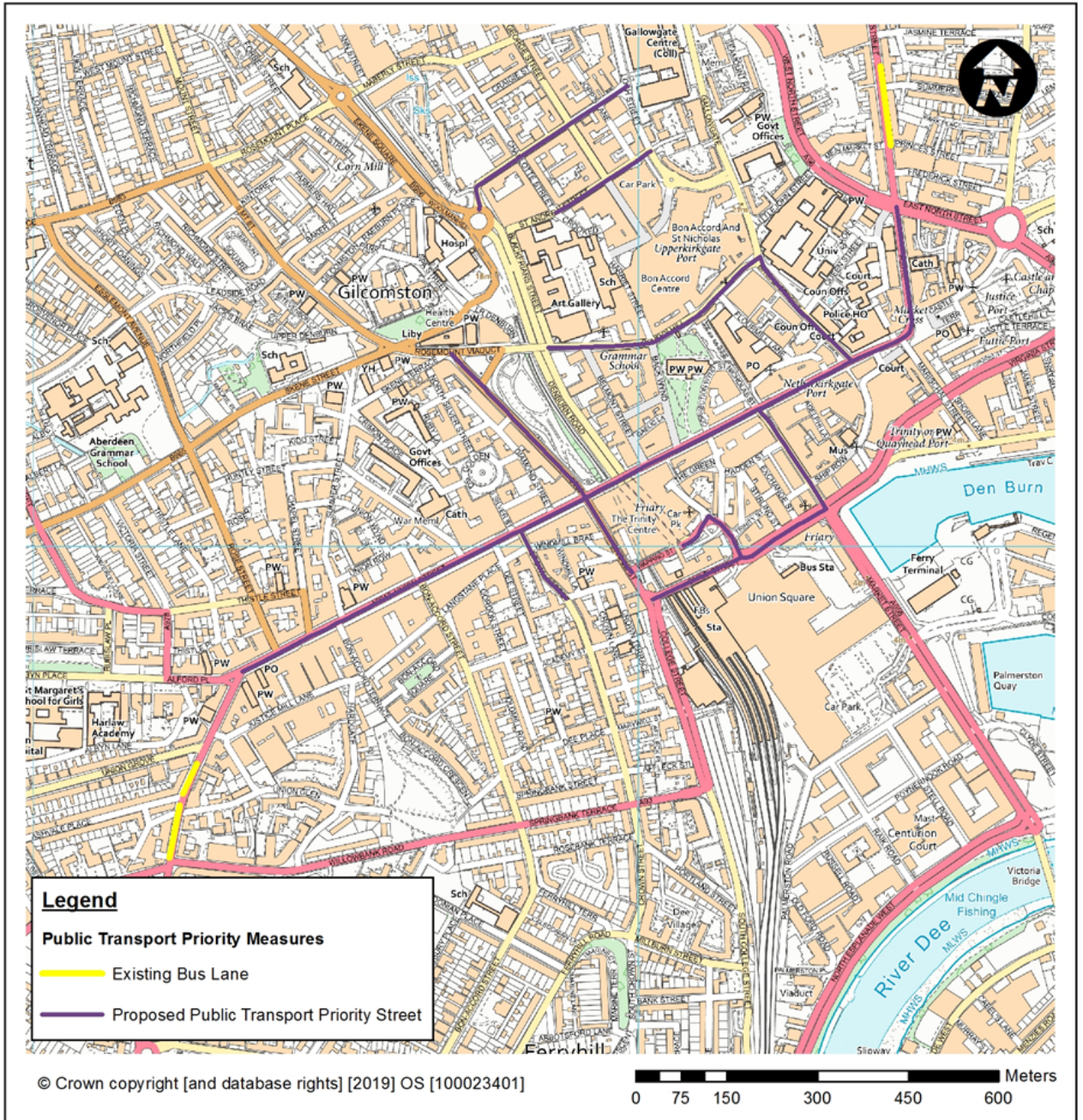


Proposed City Centre to ASH Cycle Route





Proposed city centre bus priority network



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## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	City Growth and Resources
<b>DATE</b>	6 June 2019
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Invest Aberdeen annual update
<b>REPORT NUMBER</b>	PLA/19/282
<b>DIRECTOR</b>	N/A
<b>CHIEF OFFICER</b>	Richard Sweetnam
<b>REPORT AUTHOR</b>	Richard Sweetnam / James Welsh
<b>TERMS OF REFERENCE</b>	2.3

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### 1. PURPOSE OF REPORT

- 1.1 To provide the annual update to Committee on Invest Aberdeen delivery in 2018/2019 and to agree its forward priorities.

### 2. RECOMMENDATION(S)

That Committee:-

- 2.1 Note the annual update on Invest Aberdeen and agree the forward priorities;
- 2.2 Note the proposal from the Scottish Government for 2020 attendance at MIPIM in Appendix 1 to this report; and
- 2.3 Delegate authority to the Chief Officer - City Growth, in consultation with the Convener for City Growth and Resources Committee, to incur expenditure in support of investment promotion opportunities in paragraphs 3.7 to 3.10 of this report

### 3. BACKGROUND

- 3.1 Following a report to Council in March 2017, Invest Aberdeen was formally established as a partnership between Aberdeen City Council and Aberdeenshire Council in April 2018. This followed a period of intensive work with Aberdeenshire Council and other key stakeholders on the transition of the Energetica programme in to Invest Aberdeen and on shaping the future Invest Aberdeen offer. A brief update to this Committee was provided in April 2018.
- 3.2 Recruitment to the Invest Aberdeen team concluded in the spring of 2018. Aberdeen City Council's staffing commitment to the team is made up of two

direct, full-time posts and a number of other post-holders in the City Growth service who support investment activity on a more ad-hoc basis, in response to specific investor enquiries. Aberdeenshire Council appointed an Inward Investment Executive and Marketing and Communications Officer who work directly and solely on Invest Aberdeen activity and who are managed as part of the Invest Aberdeen team. The team reports to both councils through the respective Chief Officer / Head of Service and through annual updates to the appropriate Committees of each.

### **Achievements during 2018-19**

3.3 Since the team was established, the following outputs have been achieved in the first year of operation:

- 73 inward investment and regional growth enquiries have been actively managed by the team, with 18 of these live at the time of writing this report. These enquiries range from the relocation of energy supply chain companies to Aberdeen through to significant capital investment by and expansion of local food and drink companies, covering all of the Regional Economic Strategy (RES) priority sectors;
- 46 investment and regional growth leads have been proactively generated by the team, to introduce potential investors to opportunities in the city region. This is in addition to the numbers above, and occurs where the team actively targets investors through networks and introductions or speculative approaches;
- A series of successful launch events took place, both in Aberdeen and at other national and international events (i.e. All Energy in Glasgow, OTC in Houston, ExpoReal in Munich and ONS in Stavanger), raising the profile of the Invest Aberdeen message of the services it provides and investment opportunities in the city region;
- Stakeholder engagement was an early priority, with two local stakeholder events delivered followed by a programme of one-to-one and team-to-team engagements to identify areas of common ground and scope out collaboration – with Scottish Development International and Department for International Trade;
- Significant engagement activity has been undertaken with leads within the priority growth sectors from the RES, with Invest Aberdeen officers now embedded within sector forums and business groups. The team worked with stakeholders to develop a suite of sector propositions to provide an overview of Aberdeen's key sector capabilities and these have been used by UK and Scottish stakeholders in supporting inward investment into Aberdeen;
- Hosted familiarisation visits from UK and Scottish Government agencies (i.e. Department for International Trade and the Scottish Government's Trade and Investment team) developing new collateral with these agencies;
- [Invest Aberdeen](#) website was launched in May 2018, providing a one-stop resource hub for potential investors and for local stakeholder organisations;

- [Invest Aberdeen film](#) was commissioned to support launch activity and ongoing profile raising. This has been well received by local, national and international partners and stakeholders and is widely used by third party agencies to promote the area;
- Development and publication of an Invest Aberdeen property portfolio ('pitchbook') which was launched by the Co-Leader and Invest Aberdeen team at MIPIM<sup>1</sup>;
- Online Customer Relationship Management (CRM) system to track business contacts and investment enquiries, and coordinate across other Council activities and services;
- Promoting city and regional activity and investment opportunities through a range of specialist publications including Business Insider, Commercial Property Monthly, the MJ inward investment guide ([Business Insider, Energy Voice, The MJ at MIPIM, pp 22](#)).

## **MIPIM 2019**

- 3.4 Invest Aberdeen was a lead partner to the Scotland Government led Pavilion at MIPIM in March 2019. MIPIM is the leading global property investment expo and conference, whose attendance includes around 4,800 global investors. Invest Aberdeen was partner to the Scottish Government and Scottish Enterprise / SDI alongside Invest Glasgow and Invest in Edinburgh. 2019 was the first year for a Scottish Government led presence at the show. Councillor Lumsden attended, along with the Council's Director of Resources and Chief Officer City Growth, and two Invest Aberdeen officers.
- 3.5 The benefits of participating in the Scotland Pavilion as a leadpartner were:
- High profile billing along with Edinburgh and Glasgow;
  - Dedicated space on the Scotland Pavilion to showcase the city region offer;
  - Prime location alongside London / Midlands' Engine / Northern Powerhouse at MIPIM maximising footfall opportunities;
  - Inclusion of Invest Aberdeen collateral (print, digital and video) in the wider Scotland marketing and PR;
  - Two Invest Aberdeen sessions on the Scotland Pavilion, used to launch the pitchbook and promote CCMP, city centre and TECA opportunities;
  - Participation in other sessions on city region priorities and waterfront developments;
  - Priority access to private sector sponsors of the pavilion and to investor contacts provided by the Scottish Government and SDI;
  - Priority access to private meeting space on the pavilion;
  - Invitations to investor networking events.
- 3.6 As a result of being present at the show, the Aberdeen delegation was able to host a series of private 'one to one' meetings with 17 investors who were

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<sup>1</sup> Le Marche International des Professionels de l'Immobilier, an international property event.

attending MIPIM. From these meetings, 13 follow up meetings have occurred, with four further meetings to discuss specific investment opportunities that are of direct interest to investors. These meetings are, in the main, with international investment houses, fund managers and potential developer partners, looking at securing investment in schemes such as Aberdeen Harbour South, the Council's housing programme and Queen Street. These discussions are at early stages and there is normally a lag between these pitches and securing of any investment in developments in the city region.

## **FORWARD PRIORITIES**

- 3.7 Feedback from partners on the first year of Invest Aberdeen activity indicates that in certain sectors there may still be a lack of awareness of the resource available within Invest Aberdeen, to support local and regional developers seeking support to investors and inward visits. This is an important aspect of raising Aberdeen's profile nationally and internationally, as the local network is as important inward investment ambassador. In response, it is proposed that the team continues to engage with strategic and private sector partners in the city region, and ensure the benefits of Invest Aberdeen and the support it can provide is fully understood.
- 3.8 Officers continue to evaluate the benefits of attendance at MIPIM in 2019 with officials of Scottish Government and Scottish Development International, and industry attendees. Feedback has been provided on improvements to the Scottish presence from an Aberdeen City Council perspective, and the Cabinet Secretary for Finance, Economy and Fair Work has written to the Council Co Leader to continue the collaboration going forward. A copy of the approach is provided in Appendix 1 to this report, and given the success realised to date of the Council/ Invest Aberdeen's collaboration with the Scottish Government, it is recommended that if the opportunity arises for 2020, then the Council and Invest Aberdeen is represented.
- 3.9 Offshore Europe 2019 at the new TECA is a significant strategic and operational priority (and opportunity) for Invest Aberdeen. There will be an Invest Aberdeen stand as part of the 'Scotland is Now' pavilion, which will be used to host investor events and meetings. There will be a programme of investment related activity and opportunities for developers and project sponsors to use the stand to launch and promote initiatives, working closely with the World Energy Cities Partnership (WECP) AGM programme.
- 3.10 On the operational level, a priority for 2019-20 is to develop an Invest Aberdeen 'soft landing' service to offer help and practical assistance to facilitate a new investor's transition into the region. Invest Aberdeen will work closely with private sector service providers to offer investors, currently based outside of the region an inclusive package of support. This could include:
  - Promoting the Council's business facing support, and its measures to attract development to the city – for example, city centre living incentives;
  - Developing a portfolio of flexible initial property options for incoming investors;

- Offering preferential access to Invest Aberdeen and other city region business networking events and forums;
- Introductions to key contacts and networks in the city region, including through civic office and the Lord Provost's international networks and WECF Presidency, private sector contacts and intermediaries, and, through the Council's partnership in the Aberdeen City Region Deal and with SMG Europe, access to these projects and the TECA;
- Consideration of financial incentives, where feasible, working with the two governments;
- Brokering effective recruitment and skills support to deliver a seamless recruitment solution for incoming investors and growing local businesses;
- PR opportunities through the Invest Aberdeen website and social media accounts.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 Total direct costs of the Invest Aberdeen service are estimated to be £217,500 per annum, of which the Council contributes £117,500 and Aberdeenshire Council the remainder. The Council's share of the costs is met from staffing and City Growth budgets. Travel costs for the national and international events are met from Invest Aberdeen budgets for Invest Aberdeen officers and from international trade budgets where Council officers are required to travel.
- 4.2 Any costs associated with attendance at MIPIM 2020 will be funded by Aberdeen City Council from existing City Growth budget for 2019/20. Any travel costs will be met from Invest Aberdeen budgets for Invest Aberdeen officers and from international trade budgets where Council officers are required to travel.

#### **5. LEGAL IMPLICATIONS**

- 5.1 Local authorities are subject to statutory controls and as such are only entitled to defray travelling and other expenses incurred as a result of approved duties as defined in the Local Government (Scotland) Act 1973.
- 5.2 The 2019 MIPIM legal agreement with Scottish Government covered financial arrangements and liabilities and what the Council (as premier partners) was getting for its contribution. This agreement will need to be updated for the 2020 event.

## 6. MANAGEMENT OF RISK

	Risk	Low (L), Medium (M), High (H)	Mitigation
<b>Financial</b>	Costs associated with participation in MIPIM 2020 escalate beyond available resource envelope.	M	Active participation in MIPIM 2020 planning groups, including oversight and monitoring of budgets. Legal agreement with Scottish Government that protects ACC position and caps financial contribution.
<b>Legal</b>	None		
<b>Employee</b>	Overseas travel and working requirements. Potential health and wellbeing risks of attending MIPIM – long, antisocial working hours.	M	Overseas travel risks are covered by pre-travel risk assessment process. Health and wellbeing will be managed by lead officer. Downtime and adequate breaks to be built into schedules.
<b>Customer</b>	None		
<b>Environment</b>	None		
<b>Technology</b>	None		
<b>Reputational</b>	Attending MIPIM and the associated costs can generate negative publicity.	M	Evidence the benefits of attending MIPIM and the outcomes from attending in 2019. Highlight that it is core Invest Aberdeen business.

## 7. OUTCOMES

<b>Local Outcome Improvement Plan Themes</b>	
	<b>Impact of Report</b>
<b>Prosperous Economy</b>	The proposals within this report support the delivery of LOIP Stretch Outcome 1 – 10% increase in employment across priority and volume growth sectors by 2026. Stretch outcome 1 has an improvement aim for Invest Aberdeen relating to securing two inward investments per year in priority

	growth sectors by 2022. The work outlined in this report will support that LOIP ambition.
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<b>Design Principles of Target Operating Model</b>	
	<b>Impact of Report</b>
<b>Partnerships and Alliances Primary driver: Internationalisation</b>	Invest Aberdeen is an operational partnership between Aberdeen City Council and Aberdeenshire Council with a wide range of supporting partners and stakeholders from across the public and private sectors. In the normal course of its business it continues to engage with private sector leads, and relationships with Opportunity North East and the two universities are strong. Invest Aberdeen will continue to seek ways to deliver ambitious outcomes in partnership and to identify areas of joint working and co-investment, where possible.

## 8. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Equality &amp; Human Rights Impact Assessment</b>	Not required
<b>Data Protection Impact Assessment</b>	Not required
<b>Duty of Due Regard / Fairer Scotland Duty</b>	Not applicable

## 9. BACKGROUND PAPERS

PLA/18/006 – Inward Investment and Trade Priorities, report to City Growth and Resources Committee, 24 April 2018 – approved  
 CHI/17/046 – Aberdeen Inward Investment Plan, report to Council, 15 March 2017 - approved

## 10. APPENDICES (if applicable)

None

## 11. REPORT AUTHOR CONTACT DETAILS

Richard Sweetnam  
 Chief Officer, City Growth  
[rsweetnam@aberdeencity.gov.uk](mailto:rsweetnam@aberdeencity.gov.uk)  
 01224 522662

James Welsh  
 Inward Investment Executive  
[james@investaberdeen.co.uk](mailto:james@investaberdeen.co.uk)  
 07887 823623

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