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1	NET ZERO, ENVIRONMENT AND TRANSPORT COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed 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	Director	Terms of Reference	Aberdeen Adapts and Net Zero Themes	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	11 June 2024									
4	Place Based Strategy Framework	Net Zero, Environment & Transport 09/05/23 - to instruct the Chief Officer - Strategic Place Planning to keep the framework up to date and report back to this Committee annually, noting that this will be in addition to the ongoing reports to Committee required as part of each plan and strategy review		David Dunne	Strategic Place Planning	City Regeneration & Environment	1	N/A		
5	Aberdeen Rapid Transit	NZET 27/03/24 - to instruct the Chief Officer – Strategic Place Planning to report the outcomes of the ART routeing analysis to this Committee in June 2024		Kirsty Chalmers	Strategic Place Planning	City Regeneration & Environment	7 and 8	Mobility		
6	Open Space Audit Report	To report on the audit		Guy Bergman	Strategic Place Planning	City Regeneration & Environment	1	Natural Environment		
7	Building Performance Criteria - Energy Efficiency	Council 28/2/22 - to instruct the Chief Officer - Corporate Landlord within the context of available funding, to update the Council's Building Performance criteria to ensure that it is compliant with Scottish Government's voluntary Net Zero Public Buildings Standards for all new build or significant refurbishment projects and to seek funding opportunities to upgrade existing building stock, including all required feasibility assessments to allow the building assets to meet Energy Efficiency Standard for Social Housing (EESH2), or to reduce carbon usage within the portfolio and create pathways to Net Zero, and report back to the City Growth and Resources Committee on progress before March 2023	A service update was circulated to Members on 10 August outlining the work undertaken to date. The update advised that a report would be available for Committee in early 2024/ Spring 2024. Officers will prepare an update report for the June 2024 meeting	Stephen Booth / Mai Muhammad	Corporate Landlord	Families and Communities	1	Building, Heat & Infrastructure	D	Verbal update to be provided

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2	Various Small Scale Traffic Management - Stage 3	To present the results of the statutory consultation process		Vycki Ritson	Operations	City Regeneration & Environment	8	Mobility		
14										
15	THE ABERDEEN CITY COUNCIL (CITY CENTRE, ABERDEEN) (TRAFFIC MANAGEMENT) (EXPERIMENTAL) ORDER 2023 (Stage 3 – Public Advert)	Reporting the objections received in response to the public advert for the introduction of bus gates, bus lanes and supporting traffic management changes in the city centre		Vycki Ritson	Operations	City Regeneration & Environment	8	Mobility		
16	3 September 2024									
17	Queens Cross to City Centre Cycle Route / Westhill to Aberdeen Active Travel Route OBC	<p>Council 08/02/24 - recognising that segregated cycle facilities were now planned along the length of Union Street, to agree that proposals for a Queens Cross to City Centre cycle route be re-absorbed into the wider Westhill to Aberdeen Active Travel Route Outline Business Case (OBC), and instruct the Chief Officer - Strategic Place Planning to report the OBC to the Net Zero, Environment and Transport Committee later in 2024</p> <p>NZET 27/03/24 - to note that funding from Nestrans has been established to progress active travel connections between Westhill and Aberdeen city centre, and instruct the Chief Officer – Strategic Place Planning to work with Aberdeenshire Council and Nestrans to progress with public and stakeholder engagement on a preferred option and report the preferred option or options relevant to Aberdeen City Council to this Committee in September 2024</p>		Will Hekelaar	Strategic Place Planning	City Regeneration & Environment	8	Mobility		
18	Local Transport Strategy 2023-2030	Net Zero, Environment & Transport 29/08/23 - following the consultation, instruct the Chief Officer - Strategic Place Planning, to report a final Aberdeen Local Transport Strategy (2023-2030) and its appendices and supporting documents back to this Committee in Spring 2024	Due to the number of responses and the complexity of issues to address, it was agreed that the report be presented to the September meeting to give additional time for proper analysis	Alan Simpson	Strategic Place Planning	City Regeneration & Environment	8	Mobility		
19	Net Zero, Environment & Transport Performance Report	To present the performance report		Louise Fox	Data Insights	Corporate Services	7	N/A		
20	Property Level Protection Grant Scheme	Net Zero, Environment & Transport 07/03/23 - to instruct the Chief Officer – Operations and Protective Services to monitor take up of the grant and to report back to the Committee in September 2024		Claire Royce	Strategic Place Planning	City Regeneration & Environment	1	Building, Heat & Infrastructure		

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2	Road Winter Service Plan	To present the Road Winter Maintenance programme every September.		Paul Davies	Operations	City Regeneration & Environment	8	Mobility		
21	A947 Multi-Modal Transport Corridor Study	City Growth & Resources Committee 21/09/22 - subject to recommendation 2.2, instruct the Chief Officer – Strategic Place Planning to report the Detailed Appraisal and Outline Business Case and next steps to the Net Zero, Environment and Transport Committee when complete NZET 27/03/24 - to instruct the Chief Officer – Strategic Place Planning to proceed with public and stakeholder consultation on the options established through the Dyce to Bucksburn (A947) corridor study options appraisal, and to report the preferred option or options relevant to Aberdeen City Council back to this Committee once completed	Work will be complete this summer with a view to reporting in September 2024.	David Dunne	Strategic Place Planning	City Regeneration & Environment	8	Mobility		
22	E-Bike Scheme	F&R 08/05/24 - to instruct the Chief Officer – Strategic Place Planning to explore options around how a future scheme might operate and report back findings to the Net Zero, Environment and Transport Committee in September		Donald Kinnear	Strategic Place Planning	City Regeneration & Environment	TBC	Mobility		
23	Annual Report on the performance of Aberdeen City Council from the Scottish Roadworks Commissioner.	To update the Committee on the performance of Aberdeen City Council's Roads Maintenance and Roadworks Coordination sections following the publication of the annual performance report by the Scottish Roadworks Commissioner		Kevin Abercrombie	Operations	City Regeneration & Environment	7	N/A		
24										
25	12 November 2024									

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2	Net Zero, Environment & Transport Performance Report	To present the performance report		Louise Fox	Data Insights	Corporate Services	7	N/A		
36	Macaulay Drive Aberdeen	Operational Delivery Committee 16/09/21 - to instruct the Chief Officer – Operations and Protective Services to consult with local members and the community council after 12 months of the operation of the Macaulay Drive redetermination; and, if issues are raised through the consultation process from a pedestrian safety perspective, that a report be brought back to this committee by that Chief Officer, identifying whether any further measures may be needed.	The report is expected 1 year post completion of construction. The construction was delayed and completed in November 2023 therefore the report will be brought to committee in November 2024.	Neale Burrows	Operations	City Regeneration & Environment	8	N/A		
37	Annual Committee Effectiveness Report	To present the annual committee effectiveness report		David Dunne	Strategic Place Planning	City Regeneration & Environment	General Delegation 8.5	N/A		
38	Biodiversity Duty Report 2024	To present the annual report		Lina-Elvira Back	Strategic Place Planning	City Regeneration & Environment	4	Natural Environment		
39	Infrastructure Improvements to support increased numbers of Electric Vehicles within the council fleet	City Growth & Resources Committee 11/05/21 - to instruct Chief Officer - Corporate Landlord in consultation with Chief Officer - Operations and Protective Services and Chief Officer - Strategic Place Planning to report to a future meeting of this committee with a programme of infrastructure improvements to support increased numbers of electric vehicles within the council fleet		Stephen Booth / Mark Reilly / David Dunne	Corporate Landlord / Operations / Strategic Place Planning	Families and Communities/City Regeneration and Environment	1	Mobility		
40	Strategic Car Parking Review	Net Zero, Environment & Transport 16/01/24 - to note that officers would report back to Committee once the outcome of the application for funding to NESTRANS was known; ii) to note the likely costs and timescales for undertaking an update to the Strategic Car Parking Review (SCPR); and (iii) to instruct the Chief Officer – Strategic Place Planning to proceed with updating the SCPR as soon as possible, as funding permits, and report the outcomes back to this Committee by the end of 2024		Will Hekelaar	Strategic Place Planning	City Regeneration & Environment	8	Mobility		
41	Aberdeen Cross City Connections - Active Travel Scheme Development	Net Zero, Environment & Transport 07/03/23 - to report back to this Committee upon completion of the outline business case, and to provide an annual update on progress of detailed design and delivery thereafter.	Funding was not secured in 23/24 to progress the outline business case. Officers will continue to seek funding in 24/25.	Ken Neil	Strategic Place Planning	City Regeneration & Environment	8	Mobility		
42										
43	2025									
44	Road Safety Plan Annual Update towards 2030 casualty reduction targets	To provide the annual update	January (or nearest committee)	Vycki Ritson	Operations	City Regeneration & Environment	8	Mobility		

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2	Cluster Risk Register Reporting	To present Cluster Risk Register and Assurance Maps in accordance with committee terms of reference.	March	Mark Reilly	Operations	City Regeneration & Environment	9	N/A		
45	Net Zero Aberdeen & Aberdeen Adapts: Annual Report 2023/24	Council 28/02/22 - to instruct the Chief Officer - Strategic Place Planning to report back to the City Growth and Resources Committee on an annual basis on progress towards the objectives of both Net Zero Aberdeen Routemap and Aberdeen Adapts and to revise them at least every five years, and sooner as may be necessary	March	Emma Young / Sinclair Laing	Strategic Place Planning	City Regeneration & Environment	5	All		An annual report was presented in March 2024 and subsequent Annual Reports will be presented each March thereafter. Individual NZA / AA strategy revisions will take place across 2024/2025 and will be presented separately and scheduled for NZET nearer the time (potentially Oct 2025)
46	Low Emission Zone - Costs & Income	Net Zero, Environment & Transport 31/10/23 - to instruct the Chief Officer – Strategic Place Planning to submit a report to this Committee in Summer 2025 identifying the costs and income associated with operation of the LEZ during the 2024/25 financial year, including a proposed programme for the use of any surplus income.	Summer 2025 - It will be July 2025 before we know what full year 1 income is so reporting in summer 2025 is achievable	Will Hekelaar	Strategic Place Planning	City Regeneration & Environment	8	TBC		
47	Staff Travel Policy and Council Travel Plan	Net Zero, Environment & Transport 28/03/24 - to instruct the Chief Officers – Strategic Place Planning and People and Citizen Services, following analysis of the consultation and finalisation of the documents, to report both the updated Staff Travel Policy and Council Travel Plan back to this Committee and / or other relevant committees by Summer 2025 for approval.	Summer 2025	Anthony Burns	Strategic Place Planning	City Regeneration & Environment	8	Mobility		
48	Road Safety Plan 2023-2027	To be presented every second year - noted at November 2022 Net Zero, Environment & Transport Committee that the report would be presented to January 2023 meeting instead of August 2023, with reporting moving to January annually thereafter - delayed to August 2023 due to issues with accessing the data		Vycki Ritson / Naomi McRuvie	Operations	City Regeneration & Environment	8	Mobility	R	The Road Safety Plan was updated to 2030. A report or Service Update will be provided annually at the January (or nearest) committee under the "Road Safety Plan Annual Update towards 2030 casualty reduction targets" above. It is therefore recommended that this separate item be removed and combined with the Road Safety Plan Annual Update item above
49										
50	DATE FOR REPORTING BACK TO BE CONFIRMED									
51	Bus Lane Enforcement programme	To update Members of the progress on the Bus Lane Enforcement programme, and to seek approval to progress the 2024/25 programme as outlined within the report.		TBC	Strategic Place Planning	City Regeneration & Environment	7	Mobility		

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2	Ellon Park & Ride to Garthdee Transport Corridor Study (Bus Partnership Fund)	City Growth & Resources Committee on 3/2/22 agreed to instruct the Chief Officer - Strategic Place Planning to report back to this Committee with the Outline Business case and next steps by December 2023.	Completion of the OBC is dependent on the resolution of a number of issues, particularly more certainty around the preferred routing of Aberdeen Rapid Transit (ART) and agreement with Transport Scotland on the optimum approach to modelling and economic analysis throughout the wider Bus Partnership Fund Programme. Officers are working with Transport Scotland and other partners on resolving these issues to allow progression of the OBC as soon as possible.	David Dunne	Strategic Place Planning	City Regeneration & Environment	8	Mobility	R	If the ART report to June Committee recommendations are approved, this item is recommended for removal as further progression of the bus elements of the OBC will be absorbed into the ART OBC.
63	EV Infrastructure Joint Procurement Exercise	NZET 20/06/23 - to note that officers would report back to a future Committee on the joint procurement exercise being undertaken in relation to EV infrastructure		David Dunne	Strategic Place Planning	City Regeneration & Environment	TBC	TBC	R	As there are no actions for Committee to approve, officers are recommending that this instead be presented as a service update
64										
65	SERVICE UPDATES									
66										
67	Biodiversity Duty Report 2020-23	Service Update of the finalised designed version to be circulated in Q1 2024		Lina-Elvira Back	Strategic Place Planning					
68	Bus Partnership Fund Grants	CG&R 03/02/22 - to instruct the Chief Officer - Strategic Place Planning, given the long term nature of the project, to bring back update reports on a quarterly basis - agreed at NZET 10/01/23 that these be provided as service updates		Will Hekelaar	Strategic Place Planning					
69	Bus Patronage	NZET 09/05/23 - to note that officers would provide a service update in relation to any available data on bus patronage which could be shared (following from the Aberdeen Rapid Transit Options Appraisal report being considered)		Will Hekelaar	Strategic Place Planning					
70	Green Thread	NZET 16/01/24 - to note that the Environmental Manager had offered to discuss the Green Thread and work of the various groups in more detail with Members should they wish to contact him, and that a service update would also be circulated in due course		Steven Shaw	Operations					
71	Intelligent Transport System	NZET 16/01/24 - to note that officers would provide a service update on the Intelligent Transport System		Neale Burrows	Operations					
72	Time-Limited Exemptions for Taxi Drivers	NZET 31/10/23 - to request that the report to be presented to the Licensing Committee in June 2024 on the impacts of Glasgow's time-limited exemption for taxi operators be circulated to the Net Zero, Environment and Transport Committee members for information		Steph Dunsmuir / Mark Masson	Governance					