

ABERDEENSHIRE COUNCIL

INFRASTRUCTURE SERVICES COMMITTEE

WOODHILL HOUSE, ABERDEEN, 29 NOVEMBER, 2018

Present: Councillors P Argyle (Chair), J Cox (Vice Chair), W Agnew, G Carr, A Forsyth (as substitute for Councillor S Smith), J Gifford (as substitute for Councillor D Lonchay), J Ingram, P Johnston, J Latham, I Mollison, C Pike, G Reid, M Roy (substitute for Councillor R Withey), and R Thomson (as substitute for Councillor D Aitchison).

Apologies: Councillors D Aitchison, D Lonchay, S Smith and R Withey

Officers: Director of Infrastructure Services, Head of Service (Planning and Building Standards), Head of Service (Transportation), Head of Service (Roads, Landscape Services and Waste), Head of Service (Economic Development and Protective Services), Planning Service Manager (B Stewart), Team Leader (Planning and Building Standards), Strategy Manager (Transportation), Strategic Policy Leader (Customer Communication and Improvement), Environmental Health Manager (D Cooper), Accountancy Finance Manager, Senior Solicitor, Legal and Governance (M Ingram) and Committee Officer (A McLeod).

Prior to the commencement of the meeting, the Chair informed the Committee that Andrew McAlpine, Environmental Health Officer had recently graduated with a Diploma in Environmental Health, having commenced the role of Trainee Environmental Health Officer in 2015 and had received a number of awards from the Royal Environmental Health Institute for Scotland, including Best Student at REHIS professional exams in 2018, best EHO student in Food Safety, Occupational Health and Safety, Public Health and Environment and Pollution Control and Waste Management. He congratulated Andrew, on behalf of the Committee for his outstanding achievements.

1. DECLARATION OF MEMBERS' INTERESTS

The Chair asked Members if they had any interests to declare in terms of the Councillors' Code of Conduct and the following interests were intimated –

Item 8 – Councillor Johnston as a Director of Haddo Country Park Ltd, and having applied the objective test considered the interest to be remote and insignificant and continued to participate in the meeting.

Item 5 – Councillors Argyle, Cox, Mollison and Pike, as Members or substitute Members of NESTRANS and having applied the objective test considered the interest to be remote and insignificant and continued to participate in the meeting.

2. RESOLUTIONS

A. PUBLIC SECTOR EQUALITY DUTY

In making decisions on the following items of business, the Committee **agreed**, in terms of Section 149 of the Equality Act, 2010:-

- (1) to have due regard to the need to:-
 - (a) eliminate discrimination, harassment and victimisation;

- (b) advance equality of opportunity between those who share a protected characteristic and persons who do not share it; and
 - (c) foster good relations between those who share a protected characteristic and persons who do not share it.
- (2) where an Equality Impact Assessment was provided, to consider its contents and take those into account when reaching a decision.

B. EXEMPT INFORMATION

The Committee **agreed**, in terms of Section 50A (4) and (5) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of Items 15, 17 and 18, so as to avoid disclosure of exempt information of the classes described in the paragraph 8 of Part 1 of Schedule 7A of the Act.

3. MINUTE OF MEETING OF INFRASTRUCTURE SERVICES COMMITTEE OF 4 OCTOBER, 2018

The Committee had before them, and **approved** as a correct record, the Minute of Meeting of 4 October, 2018.

4. ABERDEENSHIRE LOCAL DEVELOPMENT PLAN 2021 – MAIN ISSUES REPORT AND SUPPORTING DOCUMENTS

A report dated 12 October, 2018 by the Director of Infrastructure Services was circulated, asking the Committee to consider the proposed Main Issues Report for the Aberdeenshire Local Development Plan 2021, for publication for public consultation for a period of 12 weeks. The report advised that the Main Issues Report was a consultation document, designed to create debate and discussion and Members would be asked in the future to consider all comments received during the consultation exercise and to make decisions taking cognisance of all the comments received.

The Planning Service Manager introduced the report and advised members that Area Committees had considered and provided a wide range of comments on the draft Main Issues Report, which had allowed the Planning Service to revise and clarify issues within the document and relevant extracts of Area Committee minutes were detailed in Appendix 2a and 2b to the report. He outlined the proposed timetable of consultation, with publication of the Main Issues Report proposed to be 14 January, 2019, running until 15 April, 2019, with a communications strategy being put in place to ensure a comprehensive public consultation process. It was noted that the Service intended to allow on-line public access to an Officer produced draft Proposed Local Development Plan during the Main Issues Report consultation period to assist stakeholders and communities to make comments on the Main Issues Report.

The Planning Service Manager referred to the anticipated new Planning Act which was due to be presented for Royal Assent in 2019 and advised the Committee that Officers were confident that by undertaking actions, such as publishing a draft Proposed Local Development Plan along with the Main Issues Report, would ensure compliance with any changes that the new Act may require.

Officers responded to questions raised by Members in relation to the need to ensure clarity that the draft Proposed Local Development Plan is an officer produced document, for information, and is indicative only; that all submissions and comments received from the public

consultation process would be made available online as part of the review process; that Community Councils had already participated during the drafting stage of the Main Issues Report and would play a key part in the forthcoming consultation stage, and it was open to them to put forward further proposals for consideration as part of the consultation process.

After discussion, Councillor Johnston, seconded by Councillor Thomson, moved that the Committee:

- (1) acknowledge the comments made by Area Committees;
- (2) approve the proposed Main Issues Report for the Aberdeenshire Local Development Plan 2021 in the context of the on-line Interim Environmental Report of the Strategic Environmental Assessment, the Assessment under the Habitat Regulations;
- (3) approve the publication of the Main Issues Report for the Aberdeenshire Local Development Plan 2021 for public consultation as an "Officers' Report" for a period of consultation of 12 weeks;
- (4) agree to delegate to the Head of Planning and Building Standards to make final technical, editorial and formatting amendments to the Main Issues Report prior to issue; and in addition
- (5) should clarify that it is open for communities during the forthcoming consultation exercise to make further development proposals.

As an amendment, Councillor Argyle, seconded by Councillor Cox, moved that the Committee:

- (1) acknowledge the comments made by Area Committees;
- (2) approve the proposed Main Issues Report for the Aberdeenshire Local Development Plan 2021 in the context of the on-line Interim Environmental Report of the Strategic Environmental Assessment, the Assessment under the Habitat Regulations; and
- (3) approve the publication of the Main Issues Report for the Aberdeenshire Local Development Plan 2021 for public consultation as an "Officers' Report" for a period of consultation of 12 weeks; and
- (4) agree to delegate to the Head of Planning and Building Standards to make final technical, editorial and formatting amendments to the Main Issues Report prior to issue.

Members of the Committee voted:-

For the motion	(5)	Councillors Thomson, Ingram, Johnston, Reid and Forsyth.
For the amendment	(9)	Councillors Argyle, Cox, Agnew, Carr, Latham, Gifford, Mollison, Pike and Roy.

The amendment was carried and the Committee **agreed** to:

- (1) acknowledge the comments made by Area Committees;

- (2) approve the proposed Main Issues Report for the Aberdeenshire Local Development Plan 2021 in the context of the on-line Interim Environmental Report of the Strategic Environmental Assessment, the Assessment under the Habitat Regulations; and
- (3) approve the publication of the Main Issues Report for the Aberdeenshire Local Development Plan 2021 for public consultation as an "Officers' Report" for a period of consultation of 12 weeks; and
- (4) delegate to the Head of Planning and Building Standards to make final technical, editorial and formatting amendments to the Main Issues Report prior to issue.

5. STRATEGIC TRANSPORT UPDATE

With reference to the Minute of Meeting of the Committee of 23 August, 2018 (Item 11) a report dated 16 November, 2018, by the Director of Infrastructure Services had been circulated providing an update on Local Transport Strategy Actions and work undertaken by officers to progress projects and initiatives being undertaken by the Transportation Service between July and November 2018.

The Committee heard from the Strategy Manager, Transportation who drew attention to (1) the current Road Safety Action Plan which detailed current statistical information in relation to road safety targets and detailed current road safety practices in line with the 5 E's (Education, Engineering, Enforcement, Encouragement, Evaluation) and the Road Casualty Reduction Strategy, with the recently released Scottish Government statistics for 2017 showing that the number of fatal and serious accidents in Aberdeenshire continued to decrease year on year; and (2) the Cross City Connections Study currently being undertaken by Aberdeen City Council, which was looking at opportunities for improving public transport and active travel connectivity between new developments and masterplan sites that were being planned and built on the periphery of the City Council boundary, which include links to Blackdog, Westhill and Chapelton, with comments having been sought and received from the relevant Area Committees.

Members welcomed the work being taken forward in relation to the proposal to upgrade public transport links between Chapelton and other places; progress with the development of a new railway station at Kintore; the Charge Place Scotland Grant A947 programme which was progressing with installation due to be completed by March 2019; progress with Active Travel Paths at Huntly and Kintore; progress with the rollout of infrastructure for electric vehicles in key locations and towns, as well as the upgrade of maintenance of existing installations; ways to address the challenges in ensuring an appropriate level of public transport infrastructure in particular areas, such as bus access to Blackdog.

After discussion, the Committee **agreed**:

- (1) To note the progress and development taken through Nestrans and acknowledge the activities and developments taken forward by external agencies and stakeholders as outlined in the report;
- (2) To agree to accept further updates on the progress of both the implementation and delivery of the Aberdeenshire Local Transport Strategy (LTS) as appropriate;
- (3) To note the updated Road Safety Plan;
- (4) To endorse the comments from Area Committees on Aberdeen City Council's Cross City Connections consultation; and

- (5) That Officers should arrange a workshop session for Members on Electric Vehicle Infrastructure.

6. A96 DUALLING, INITIAL ROUTE OPTIONS

The Chair reported that a request to speak had been received on behalf of the Keithhall and Bourtie Local Action Group and the Committee **agreed** to hear from Mr Alistair Nieuwenhuysse on behalf of the Group.

There was submitted a report dated 19 November, 2018 by the Director of Infrastructure Services seeking the Committee's consideration and agreement of a formal response to Transport Scotland in respect of the initial route options for the A96 dualling project, East of Huntly to Aberdeen.

The report advised on progress by Transport Scotland on the delivery of a programme to take forward the A96 Dualling East of Huntly to Aberdeen Scheme, which is to provide a dual carriageway from the tie-in with the existing A96, east of Huntly, to the A96 junction with the Aberdeen Western Peripheral Route (AWPR) at Craibstone. Consultants were appointed in July 2017 to take forward the scheme and the report detailed the process followed to date, including the Route Improvement Strategy Options considered, public consultation exercises which had been undertaken and comments were now being sought on the initial route options and the Committee was being asked to agree a formal response to the consultation.

It was noted that the route standard proposed for the upgrade was a wholly stand-alone dual carriageway with grade separated junctions, with local access being provided by a parallel all-purpose single carriageway, which for many segments could be provided by the existing A96. The lines showing the route options plans were indicative at this stage, with three route sections identified and three distinct route options being provided for each section.

The Head of Service, Transportation advised the Committee that Aberdeenshire Council had in April 2018 provided a formal statement to Transport Scotland on the initial corridor work that had been undertaken and key themes within the Position Statement included confirmation of Aberdeenshire Council's desire to see all viable route options as far north as the A920/A947 to be continued to be assessed, including a re-examination of a previously discarded Route Improvement Strategy Option Q. The Position Statement also stressed the key issues of addressing development pressures in Inverurie and Oldmeldrum, addressing the linkages between the A947 and A96, and a request to see Transport Scotland and its officers work openly and transparently with Aberdeenshire Council officers in order to identify the optimum route alignment.

The Chair invited Mr Nieuwenhuysse, on behalf of the Keithhall and Bourtie Local Action Group, to address the Committee. Mr Nieuwenhuysse presented a handout to the Committee containing a number of bullet points on which he intended to address the Committee. He posed a number of questions in relation to the proposals by Transport Scotland, in relation to the de-selection of the existing bypass as a viable option, the blight that a new route around Inverurie would have on rural communities, loss of prime agricultural land, the environmental damage that would be caused, possible alternatives and he concluded by imploring the Committee not to endorse any of the current options proposed by Transport Scotland and to listen to the views of residents, particularly those of the Garioch Area Committee.

The Chair thanked Mr Nieuwenhuysse on behalf of the Committee for expressing the views of the Local Action Group.

Thereafter, the Committee noted that the A96 was an important strategic route, with a poor safety record and there were clearly matters that required to be addressed within the current proposed scheme. The existing route had significant congestion issues, particularly around

Inverurie and the project offered the opportunity for significant benefits for the communities around Inverurie and other communities along the route. However, it was acknowledged that whichever route was finally selected would impact on some communities and therefore Transport Scotland required to seek a balance between improving the strategic route between Aberdeen and Inverurie, delivering the greatest benefits to Aberdeenshire communities, whilst minimising the environmental and other impacts.

After further consideration, the Committee **agreed** to:

- (1) Note the progress that has been made to date on the A96 Aberdeen to Inverness dualling project by Transport Scotland;
- (2) Agree that Appendix 4 should form the basis of Aberdeenshire Council's feedback to Transport Scotland, subject to comments by this Committee;
- (3) Confirm to Transport Scotland that this Council still has a strategic preference for route options to the north-east of Inverurie;
- (4) Reiterate to Transport Scotland the importance of further pro-active, meaningful and early engagement with officers, Members of the Council, communities and stakeholders; and
- (5) Delegate to the Director of Infrastructure Services, in consultation with the Chair, Vice-Chair and Opposition Spokesperson to agree the final response for submission to Transport Scotland.

Having moved an amendment, which was not seconded, recommending that the Committee note the report and make no recommendations to Transport Scotland on the proposals and seek justification from Transport Scotland for the decision to disregard Option Q, Councillor Johnston requested, as provided for in Standing Order 5.2.4, that the terms of his amendment be recorded in the minute.

7. PASSENGER TRANSPORT NETWORK REVIEW MEMBER OFFICER WORKING GROUP – PROGRESS REPORT

With reference to the Minute of Meeting of the Committee of 15 March 2018 (item 9), when the Committee approved the establishment of a Member Officer Working Group to oversee a review of the passenger transport network, there was submitted a report dated 16 November, 2018 by the Director of Infrastructure Services providing an update on the work undertaken by the group to date and seeking the Committee's agreement to the expansion of the Member Officer Working Group to include Member representation from the Education and Children's Services Committee and Integration Joint Board.

The Head of Service, Transportation introduced the report and outlined the progress with work undertaken by the Member Officer Working Group (MOWG) and he highlighted areas of consideration by the Group which included (1) current operational delivery of school transport contracts; (2) the support to local bus services; (3) engine emission standards on the vehicles currently used on those contracts and (4) the procurement timescales for the next round of contracts in 2019 and beyond. He advised the Committee that the MOWG had been considering the approach that should be taken to try to match the level of services that were being supported in terms of local bus services. He concluded by advising that there was further work required in relation to how the overall passenger transport network across Aberdeenshire was funded and supported, and it was recommended that the MOWG be expanded to include Member representation from the Education and Children's Services Committee and the Integration Joint Board, recognising that given the decisions that would be required in the

future, the expansion of the group would allow the Group to be in a position to prepare for future large procurement exercises.

Officers responded to issues raised by Members in relation to potential options to consider bus franchising along the A90 corridor north of Aberdeen, where there were a number of isolated communities with no public transport service and similar issues to the north of Ellon, including issues with accessibility for disabled users.

After discussion, the Committee **agreed** to:

- (1) Note the work undertaken by the Passenger Transport Network Review Member Officer Working Group (MOWG) to date; and
- (2) Agree to the expansion of the MOWG to include Member representation from the Education & Children's Services Committee and Integration Joint Board; and
- (3) Agree to the MOWG continuing through to the end of May 2020.

8. REVIEW OF OFF STREET PARKING IN ABERDEENSHIRE

With reference to the Minute of Meeting of the Committee of 25 January, 2018 (Item 12) when officers were requested to undertake the necessary procedures to consult on new tariffs within the current Pay and Display car parks in Aberdeenshire, there was submitted a report dated 20 November, 2018 by the Director of Infrastructure Services which explained that following the establishment of a Member Officer Working Group (MOWG) there had been extensive work and further engagement around car parking options. A series of initial options regarding tariff changes were drawn up and presented to each Area Committee with discussion relevant to the towns with Pay and Display in their area. The main themes which emerged from the consideration by Area Committees included (a) some form of free parking should be maintained; (b) concern about the impact that increasing car parking charges would have on the economic vitality of town centres; (c) additional charging bands should be considered; (d) there was little support for introducing charging into current free car parks.

The report highlighted the significant impact on revenue that had resulted from the introduction of free tariffs, and had resulted in car park income moving from a net surplus position in 2012/13 to a net expenditure position from 2015/16 onwards with a net expenditure of £176,000 being forecast for 2018/19. The Revenue budget approved by Aberdeenshire Council on 8 February, 2018 set the budget for car parks at zero, therefore total expenditure should match total income, and in order to balance the budget a significant change in income was required. The recommendations formulated by the MOWG therefore contained proposals for the introduction of a small charge, instead of retaining the free period of parking, in order to move towards a balanced budget and to share the costs associated with car parking across those using it.

It was noted that free parking remained both On and Off-Street in all of the towns where the revised tariffs would be implemented and no existing free parking was proposed to be made Pay and Display.

After discussion, Councillor Argyle moved, seconded by Councillor Mollison that the Committee:

- (1) Note the feedback from Area Committees and the Member Officer Working Group in relation to proposed car parking tariff increase options and changes to the Off-Street Parking Orders;

- (2) Agree that that the revised tariffs that will form the basis of the Off-Street Parking Orders should be 0-1 hour at £0.50, 1-2 hours at £1.00, 2-5 hours at £3.00 and > 5 hours at £5.00;
- (3) Based on the tariffs at (2) above agree Schedules to go out with Off-Street Parking Orders for Statutory and Public Consultation before final agreement by Area Committees;
- (4) Agree to Aberdeenshire Council committing to the British Parking Association's Positive Parking Agenda; and
- (5) Agree that a report be brought back in 12 months to review the introduction of the charges, and to include looking at ways of linking parking and retail use, using Huntly as a pilot.

As an amendment, Councillor Reid, seconded by Councillor Thomson moved that the Committee:

- (1) Note the feedback from Area Committees and the Member Officer Working Group in relation to proposed car parking tariff increase options and changes to the Off-Street Parking Orders;
- (2) Agree that that the revised tariffs that will form the basis of the Off-Street Parking Orders should be as proposed in Appendix 7, Scenario 1 (p977 of report), which would allow the retention of the 30 minute free period across the whole of Aberdeenshire;
- (3) Based on the tariffs at (2) above agree Schedules to go out with Off-Street Parking Orders for Statutory and Public Consultation before final agreement by Area Committees;
- (4) Agree to Aberdeenshire Council committing to the British Parking Association's Positive Parking Agenda; and
- (5) Agree that a report be brought back in 12 months to review the introduction of the charges, and to include looking at ways of linking parking and retail use, using Huntly as a pilot.

Members of the Committee voted:-

For the motion	(9)	Councillors Argyle, Cox, Agnew, Carr, Latham, Gifford, Mollison, Pike and Roy.
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For the amendment	(5)	Councillors Thomson, Ingram, Johnston, Reid and Forsyth.
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The motion was carried and the Committee **agreed** to:

- (1) Note the feedback from Area Committees and the Member Officer Working Group in relation to proposed car parking tariff increase options and changes to the Off-Street Parking Orders;

- (2) Agree that the revised tariffs that will form the basis of the Off-Street Parking Orders should be 0-1 hour at £0.50, 1-2 hours at £1.00, 2-5 hours at £3.00 and > 5 hours at £5.00;
- (3) Based on the tariffs at (2) above agree Schedules to go out with Off-Street Parking Orders for Statutory and Public Consultation before final agreement by Area Committees;
- (4) Agree to Aberdeenshire Council committing to the British Parking Association's Positive Parking Agenda ; and
- (5) Agree that a report be brought back in 12 months, to review the introduction of the charges, and to include looking at ways of linking parking and retail use, using Huntly as a pilot.

In terms of the Scheme of Governance and at the request of one-third of members of the Committee present and voting, the decision was referred to Full Council.

9. WAIVING OF BURIAL FEES FOR DECEASED CHILDREN

There was submitted a report dated 15 November, 2018 by the Director of Infrastructure Services advising the Committee that on 30 May, 2018 COSLA and the Scottish Government had made a joint commitment to remove local authority fees for burial and cremation for children under 18 years old, applicable to residents and non-residents and had asked all Local Authorities to formally ratify this commitment by 12 October, 2018.

Having been advised that Committee timescales had prevented this matter from being reported before the implementation date and that following consultation with the Chair and Vice-Chair, the Director of Infrastructure Services had exercised his delegated powers under Section A.18 and A.25 of the List of Officers Powers under Part 2A of the Scheme of Governance to remove the fees for children under the age of 18 and the Committee was now being asked to ratify the change in policy, the Committee **agreed** to:

- (1) Note the decision by the Director of Infrastructure Services to remove local authority burial services fees for children under 18 years of age in accordance with national proposals and prior to the COSLA deadline of 12 October 2018; and
- (2) Ratify the removal of local authority fees for burial and cremation for children under the age of 18.

10. CENTENARY FIELDS

There was submitted a report dated 15 November, 2018 by the Director of Infrastructure Services seeking the Committee's approval to nominate The Knowes Park, Macduff and the Memorial Park, Laurencekirk for the Centenary Fields Programme.

The Head of Service, Roads, Landscape Services and Waste introduced the report and advised the Committee that the Centenary Fields programme, run by Fiends in Trust (FIT) in partnership with the Royal British Legion were promoting the Centenary Fields programme which aims to protect parks, playing fields and other recreational spaces in perpetuity to honour the memory of those who lost their lives in World War I. The aim was to create a legacy of convenient and free access for everyone to be more active and engage in physical activity and sport.

The Committee **agreed** that The Knowes Park Macduff and Memorial Park Laurencekirk be submitted as Aberdeenshire Council's nominations for the Centenary Fields programme.

11. RURAL PARTNERSHIP FUNDS REVIEW

With reference to the Minute of Meeting of the Committee of 25 January, 2018 (Item 16) when the Director was asked to investigate the wider issues of rural partnership funding and to report back, there was submitted a report dated 11 October, 2018 by the Director of Infrastructure Services detailing the development of Rural Partnerships in Aberdeenshire since being set up in the 1990s. The report indicated that the rural partnerships had evolved to reflect the needs of communities and had developed extensive knowledge and expertise to fulfil their core purpose of helping to build stronger, more sustainable communities.

The Head of Service (Economic Development and Protective Services) introduced the report and advised the Committee that following a review of the funding mechanisms and the delivery of the work currently done by the Rural Partnerships, Officers were of the opinion that the current model was fit for purpose and considered that the rural partnerships were gaining a reach that no other method could. To show the benefits of their work, the Rural Partnerships produced annual Action Plans which set targets for the following year which were measured and monitored. The six Rural Partnerships worked together as the Aberdeenshire Rural Partnerships Federation to share good practice and worked jointly on projects.

Following consideration, the Committee **agreed** to:

- (1) Note and support the continuing development of the six Area Rural Partnerships who collectively form the Aberdeenshire Rural Partnership Federation;
- (2) Note the progress made to consolidate the Rural Partnership funds in Economic Development and the Area Committee funds;
- (3) Agree the distribution of the rural partnership fund equally across the six Area Rural Partnerships in accordance with the Recommended Distribution of Rural Partnership Funds 2019-2020 at Appendix 1 and thereby cease funding to the Royal Deeside Partnership; and
- (4) Note that annual reports and action plans would be reported to Infrastructure Services Committee and additionally Action Plans and the Partnership's annual reports would be reported to the Committee via Ward Pages.

12. DOGS IN SCHOOL GROUNDS, COUNCIL PLAYPARKS, SPORTS PITCHES, BURIAL GROUNDS, CEMETERIES AND BEACHES

With reference to the Minute of Meeting of the Committee of 10 May, 2018 (Item 9) when the Committee had considered a Member Promoted Issue (MPI) on the presence of dogs in school grounds and council playparks and proposing that a policy be developed which would see dogs banned from specific council owned/managed premises including school playgroups, school playing fields and enclosed/defined playparks where play equipment was located, there was submitted a report dated 5 October, 2018 by the Director of Infrastructure Services seeking the Committee's consideration and approval of a preferred option and proposed procedure for dealing with dog fouling and dog control on Council premises.

The Environmental Health Manager introduced the report and advised the Committee that the matter had been discussed by Area Committees, and the majority favoured the continuation of the current arrangements to deal with problem areas as they arise but with additional measures taken as appropriate. It was therefore proposed that the Committee approve Option 1 which recommends that problem areas are targeted as and when issues arise and this can include the erection of signs, local publicity campaigns, stepping up patrols by the Dog Wardens who would use enforcement powers if necessary. In addition, the Committee was

being asked to approve the procedure as outlined in paragraph 3.1 of the report to ensure that a balanced approach was taken to protect public safety and public health.

After discussion, the Committee **agreed** to approve Option 1 as the preferred option together with the proposed procedure outlined in paragraph 3.1 of the report with regard to the presence of dogs in school grounds, council playparks, sports pitches, burial grounds/cemeteries and recognised beaches.

13. APPOINTMENT OF MEMBER TO EUROPEAN MEMBER OFFICER WORKING GROUP

There was submitted a report dated 22 October, 2018 by the Director of Business Services seeking the appointment of a substantive member to the European Member Officer Working Group, following notification from Councillor Blackett of her wish to stand down as a member of the Group.

Having noted that the present nominations to the European Member Officer Working Group were agreed on 1 June, 2017 (Item 7), the Committee **agreed**:

- (1) to appoint Councillor Richard Thomson as a substantive member to the European Member Officer Working Group; and
- (2) that a report be taken to Committee recommending the appointment of the Members who currently sit on the North Sea Commission Thematic Groups to the European Member Officer Working Group.

In terms of Standing Order 2.2, as it was 1.00 pm, the Committee **agreed** to suspend standing orders in order to complete the remaining items of business.

14. BRITISH SIGN LANGUAGE IMPLEMENTATION PLAN 2018-2024

There was submitted a report dated 1 November, 2018 by the Director of Business Services updating the Committee on progress with the development of an Aberdeenshire British Sign Language (BSL) Implementation Plan 2018-2024. The report advised that the Aberdeenshire Council BSL was approved by the Business Services Committee on 13 September, 2018 (Item 4) and that Committee requested that an Implementation Plan should be developed in conjunction with services and taken before all Area and Policy Committees as well as the Integration Joint Board for comment prior to coming back to Business Services Committee for approval.

The Committee heard from the Strategic Policy Lead (Engagement and Equalities) who introduced the report and advised that the Plan highlights any potential costs of the actions contained within the Plan, noting that the majority of actions were being developed within existing budgets. Actions where costs may be identified, such as providing equipment for users of BSL would be funded through existing budgets and managed by services. The proposed Implementation Plan also identified how the impacts of actions would be monitored by services through monitoring reports, feedback and from supporters working with BSL users.

The Committee **agreed** to:

- (1) Note the progress in developing the Aberdeenshire British Sign Language (BSL) Implementation Plan 2018-2024;
- (2) Note the comments on the draft Implementation Plan at Appendix 1; and

- (3) Note that comments would be reported to the Business Services Committee at its meeting on 10th January 2019 where the final version of the Implementation Plan would be presented for approval.

15. STONEHAVEN FLOOD PROTECTION SCHEME – CONTRACTOR APPOINTMENT

With reference to the Minute of Meeting of the Committee of 1 June, 2017 (Item 19), when the Committee had formally confirmed the proposed Stonehaven Flood Scheme, there was submitted a report dated 15 November, 2018 by the Director of Infrastructure Services updating the Committee on progress with the development of the scheme.

The report confirmed the recent appointment of a contractor, and outlined details of the tender programme, with the Contractor commencing mobilisation to site in late November/early December and the main construction scheduled to commence in February/March 2019, with the contract being expected to take around 24 months to complete.

The Committee **agreed** to:

- (1) Note the appointment of McLaughlin & Harvey Ltd to construct the Stonehaven Flood Scheme; and
- (2) Note the use of the NEC 4 Engineering and Construction Contract Option C: Target contract with activity schedule for the Stonehaven Flood Protection Scheme.

16. VISIT ABERDEENSHIRE FUNDING

With reference to the Minute of Meeting of Aberdeenshire Council of 21 January, 2016 (Item 6), a report dated 26 October, 2018 by the Director of Infrastructure Services was circulated seeking the Committee's approval of funding towards the activities of VisitAberdeenshire for the financial years 2019-20, 2020-21 and 2021-22.

The Head of Economic Development and Protective Services introduced the report and referred to the recent presentation of VisitAberdeenshire's Business Plan to the Infrastructure Services Committee by the Chief Executive and Chair of VisitAberdeenshire. She confirmed that the Business Plan had been lodged, for Members information, on Members' Ward Pages, and was the basis of VisitAberdeenshire's operations for the next three years. She referred to the Destination Strategy which sets out the ambition to develop the North-east visitor economy to £1 billion per year by 2023 and to provide a sustainable contribution to the prosperity of North-east Scotland. The Destination Strategy sits within the context of the Regional Economic Strategy and has a clear line of sight to the national Tourism Scotland 2020 Strategy.

The report advised that in respect of the proposed funding element to VisitAberdeenshire for the financial years 2019-20, 2020-21 and 2021-22, a Grant Agreement was proposed which detailed a new suite of Key Performance Indicators which measure output and that progress against the indicators would be reported annually to the Infrastructure Services Committee. Draft indicators were provided in Appendix 4 to the report, and these were still being developed by VisitAberdeenshire.

Officers responded to comments made by Members in relation to the importance of tourism to the economy of the North East, the ambitions of the Destination Strategy and a request for more engagement with Elected Members at a local level, the Committee, after consideration, **agreed** to:

- (1) Approve a contribution of £415,000, for financial years 2019-20, 2020-21 and 2021-22, by Aberdeenshire Council, towards the activities of VisitAberdeenshire;

- (2) Delegate to the Head of Economic Development & Protective Service authority to conclude a Grant Agreement between Aberdeenshire Council and VisitAberdeenshire, to include Key Performance Indicators; and
- (3) Instruct the Head of Economic Development and Protective Services to submit a report to the Committee annually on VisitAberdeenshire activities, outcomes and performance.

17. INFRASTRUCTURE SERVICES, KEY ACTIVITY PROJECTS AND FORWARD PROCUREMENT PLAN UPDATE 2018-19

With reference to the Minute of Meeting of the Committee of 15 March, 2018 (Item 20) when the Committee approved the items on the Procurement Work Plan identified as falling within the remit of the Committee, there had been circulated a report dated 16 November, 2018, by the Director of Infrastructure Services seeking approval of items on the Forward Procurement Plan, which would be added to the Infrastructure Services Forward Procurement Plan that was approved on 15 March, 2018.

The report explained that the Scheme of Governance implemented from 27 January 2017 introduced changes to the Council's financial management arrangements, including aligning service budget responsibility with Policy Committees, front loading procurement measures and increasing expenditure thresholds for officers. It highlighted the spend profile against the agreed budget and the projects which would require contracts to be put in place or renewed during the financial year 2018/2019.

The Committee **agreed** to:

- (1) Note the Infrastructure Services Supplementary Forward Procurement Plan as detailed in Appendix 1;
- (2) Approve the items on the Forward Procurement Plan and note that these items will be added to the Infrastructure Services Forward Procurement Plan that was approved by this Committee on 15 March 2018;
- (3) Note that the Committee will receive the Business Case for approval for any item on the Supplementary Work Plan which is within the Committee's remit and the value of the matter is over £1,000,000; and
- (4) To note that for any matters over £1,000,000 the relevant Head of Service within Infrastructure Services has the delegated powers to award the final contract[s].

18. PROCUREMENT BUSINESS CASE - TREATMENT OF MIXED RECYCLING (CO-MINGLED)

With reference to the Minute of the Committee of 15 March, 2018 (Item 20a), when the Committee approved the Infrastructure Services Key Activity, Project and Procurement Plan, there had been circulated a report dated 19 November, 2018 by the Director of Infrastructure Services requesting the Committee's consideration of a business case to procure a service for the treatment of mixed (co-mingled) recyclate, as the current contract was due to cease on 28 February, 2019 and to enable the process to continue, a procurement process was required to be undertaken to procure a new contract from 1 March, 2019. It was noted that the proposed contract would be for a period of one year with an option to extend for up to 12 months, and this would allow flexibility should there be any potential change to service based on the draft waste strategy.

The Committee **agreed** to:

- (1) Approve the business case to procure a service for the treatment of mixed (co-mingled) recycle;
- (2) Note that the Head of Roads, Landscape and Waste has the delegated powers to award the final contract for the treatment of recycling of mixed (co-mingled) recycle; and
- (3) Approve the amendment of the Infrastructure Services Key Activity, Project and Procurement Plan approved by the Committee on 15 March, 2018 to reflect the revised estimated costs, procurement process and timeframe as detailed within this report and business case attached as Appendix 1.

19. ITEMS FOR NOTING

The Committee had before them and **noted**:-

- A. Minute of the North East Scotland Fisheries Development Partnership Meeting of 22 June, 2018 (Appendix A).
- B. Minute of the Aberdeen City and Shire, Strategic Development Planning Authority Meeting of 24 August, 2018 (Appendix B).
- C. Minute of the Rural Affairs Working Group Meeting of 29 August, 2018 (Appendix C).
- D. Minute of the Aberdeen City Region Deal Meeting of 30 August, 2018 (Appendix D).
- E. Minute of the North East of Scotland Transport Partnership Board Meeting of 19 September, 2018 (Appendix E).

APPENDIX A

NORTH EAST SCOTLAND FISHERIES DEVELOPMENT PARTNERSHIP

WOODHILL HOUSE, ABERDEEN, 22nd JUNE, 2018

- Present:** **Aberdeenshire Council** – Councillors J Cox (Chair), D Beagrie, C Buchan, and A Kille.
 Aberdeen City Council – Councillors C Allard and A Donnelly.
 Fraserburgh Harbour Commissioners – J Murison
 Grampian Seafood Alliance: M Clark
 Members of Parliament – D Duguid
 Members of the Scottish Parliament - M Foley (on behalf of M Watt MSP), S Stevenson and Katrin Wagener (on behalf of P Chapman MSP).
 Peterhead Port Authority – J Wallace and S Brebner
 Scottish Enterprise – G Ford and I Garrett
 Scottish Fishermen’s Federation – B Armstrong
 Scottish Pelagic Fishermen’s Association – I Gatt and H Gatt
 Seafish Industry Authority – I Land
 Seafood Scotland – D Fordyce and P Hughes
- Apologies:** Aberdeenshire Council - Councillor G Reynolds.
 Aberdeen City Council - Councillors R Houghton and J Laing.
 Moray Council - Councillor S Warren and C Cowie.
 MEPs: I Hudghton, D Martin, N Mobarik, A Smith and C Stihler.
 MPs: A Bowie and C Clark.
 MSPs: A Burnett, P Chapman, G Dey, M Gougeon, J Fitzpatrick, L Kerr, L Macdonald, M McDonald, J Marra, G Martin, S Robison, M Rumbles, K Stewart and M Watt.
 Aberdeen Fish Producers Organisation - D Anderson
 Fraserburgh Harbour Commissioners – T Boyle
 HIE Moray - A Kearney
 Lunar Fish Producers Organisation - R Stevenson
 Marine Scotland Science – C Needle
 North Sea Advisory Council - L Duguid
 North East of Scotland Fishermen’s Organisation - A Birnie
 North & East Coast Regional Inshore Fisheries Group - I Maddox
 Scottish Pelagic Producers Association – I McFadden
 Scottish Seafood Association – J Buchan
 Scottish Fishermen’s Federation – F Lord and M Morrison
 Scottish Fishermen’s Organisation - J Anderson
 Scottish Maritime Academy NESCOL - L Hope
 Scottish Pelagic Fishermen’s Association – A Wiseman
 Scottish Seafood Association – D Leiper
 Scottish White Fish Producers’ Association Ltd - J Mouat and M Park
- Officers:** D McDonald - Industry Support Executive, AC
 S McKen - Employee Development Officer, AC
 A Reid – Team Manager, Economic Development & Protective Services, AC
 D Shaw – Project Development Officer, AC
 A Ziarkowska – Committee Officer, AC.
- In attendance of:** Mr Richard McLeod – Scottish Government

1. WELCOME, INTRODUCTIONS AND DECLARATIONS OF INTEREST

The Chair welcomed all present to the meeting. Members were asked if they had any interests to declare in terms of the Councillors' Code of Conduct and no declarations were intimated.

2. PUBLIC SECTOR EQUALITY DUTY

In taking decisions on the undernoted items of business, the Partnership **agreed**, in terms of Section 149 of the Equality Act 2010:-

- (1) to have due regard to the need to:-
 - (a) eliminate discrimination, harassment and victimisation;
 - (b) advance equality and opportunity between those who share a protected characteristic and persons who do not share it, and
 - (c) foster good relations between those who share a protected characteristic and persons who do not share it; and
- (2) to consider, where an equality impact assessment had been provided, its contents and to take those into consideration when reaching a decision.

3. MINUTE OF MEETING OF 16th FEBRUARY, 2018

The minute of meeting of 16th February, 2018 was circulated and **approved** as a correct record.

4. MATTERS ARISING

Derek McDonald confirmed that the presentations from the previous meeting were available online. Thereafter, he went through the action sheet from the last meeting advising on progress of each point. It was reported that a letter had been sent out on behalf of the Partnership to the Cabinet Secretary for Finance and the Constitution seeking parity on business rates charges for processors in NE Scotland with Humberside and that a holding response has been received. It was further reported that Mr Mike Palmer could not attend the present meeting of NESFDP, but that Mr Richard McLeod was attending in his place.

5. PRESENTATION: PREPARING FOR BREXIT: A MARINE SCOTLAND PERSPECTIVE BY RICHARD MCLEOD, MARINE SCOTLAND.

The Chair invited Mr Richard McLeod, Marine Scotland to deliver a presentation on 'Preparing for Brexit: Marine Scotland perspective.' Mr McLeod gave an overview of the Marine Scotland 'EU Hub' by describing their key areas of work including legislative deficiency analysis, negotiation priorities, ministerial briefing and support, stakeholder engagement and operational readiness. Reference was made to issues which are outwith the Marine Scotland EU Hub remit, including future fisheries management (and other marine and fisheries policy), trade, food and drink and transport policy, along with labour and migration policy. Mr McLeod continued by explaining the context in which his Team currently operates including ongoing engagement with the UK Government and the other Devolved Administrations, in which political and constitutional tensions can be a factor. Thereafter, Mr McLeod advised that The Marine Scotland EU Hub Team recently established the Marine and Seafood Stakeholder

Group on EU-Related matters, chaired by the Director of Marine Scotland Graham Black, which serves as a forum for engagement and exchange of information which will help inform Scotland's approach to the Brexit negotiations and to EU-related matters longer term, including the potential effects on the sector on leaving the EU within and beyond the UK.

Discussion then followed on the Scottish dimension to fisheries and Brexit, the impact of Brexit on UK Fisheries Policy, and the future of wider fisheries sector.

Thereafter, the Group thanked Mr McLeod for his informative presentation and **agreed** to note the information provided.

6. BULLETIN REPORT: BUSINESS RATES LETTER TO DEREK MACKAY, CABINET SECRETARY FOR FINANCE AND THE CONSTITUTION

With reference to the minute of the meeting of the Partnership on 16th February, 2018 (Item 7) there was circulated a report dated 12th June, 2018 by the Director of Infrastructure Services, asking members to note the letter sent to Mr Derek Mackay, Cabinet Secretary for Finance and the Constitution and his reply (appendices to the report).

It was explained as background that following on from the presentation delivered by Grampian Assessor and Aberdeenshire Council's Head of Finance at the meeting in November on business rates, Members agreed that the Partnership should write to Mr Mackay to seek mitigation of the high business rates burden being borne by large and medium-sized seafood processing businesses in NE Scotland. In particular, the letter sought parity for North East processors' business rates charges with Humberside. Appendix 2 to the report contained Mr Mackay's response advising that Mr Fergus Ewing met with representatives of seafood processors in Fraserburgh to identify current issues and concerns. The letter from Mr Mackay advised that further information on some specific issues has been requested by Mr Ewing.

During discussion, the Group reiterated their determination to help the sector to find a solution and to stimulate meaningful engagement with Ministers.

After consideration, the Group **agreed** to acknowledge the detail within the report and appendices.

Action point 1a: To provide a progress update in relation to this matter at the next meeting of the Group and work collaboratively with fish processors to help ensure their voice is heard.

Action point 1b: To invite Mr Mackay to the next meeting of NESFDP

7. BULLETIN REPORT: SEAFOOD TRAINING CENTRE PROJECT

There had been circulated a report dated 12th June, 2018 by the Director of Infrastructure Services which provided Members with an update on the Seafood Training Centre project. The report reminded Members that in November 2017, North East Scotland Fisheries Local Action Group (NESFLAG) approved the allocation of over £60,000 from the European Maritime and Fisheries Fund (EMFF) for training equipment and to fund a part-time training post for the duration of a two-year seafood industry Training Centre pilot project. Key components of the project include boosting the level of training within the industry and getting out into wider community and into schools, colleges and the hospitality sector to promote

seafood industry-related careers. This project aligns closely with Scottish Government's Ambition 2030 strategy which aims to double the value of the Scottish food and drink sector to £30 billion by 2030.

The report noted that SSA had agreed terms in March 2018 with Michael Sim, former Managing Director of Young's Seafood in Fraserburgh to deliver technical advice and training to local seafood companies under the project. Mr Sim, who took up his new role on 4 June 2018, has 30 years' experience in delivering food related training and accreditation to the highest level (BRC) and his appointment is a very significant development. The report advised that training will be delivered primarily in Peterhead and Fraserburgh. However, much of the training kit is portable and so it can be transported to wherever training needs lie. The hope is that the project can develop sufficient momentum beyond the term of the two year pilot to become self-sustaining. Mr McDonald advised that Members will be provided with a progress update at a future meeting of NESFDP.

After consideration, the Partnership **agreed** to note information provided in the update.

Action point 2: Seafood Training Centre Project progress update to Members at a future meeting of NESFDP.

8. BULLETIN REPORT: GOVERNING UK FISHERIES AFTER BREXIT – LESSONS FROM ICELAND, NORWAY AND THE FAROE ISLANDS

There had been circulated a report dated 14th June, 2018 by the Director of Infrastructure Services which provided Members with an overview of the report on 'UK Fisheries Governance After Brexit' published by the University of the West of Scotland. The report explained that the Economic and Social Research Council set up the 'UK in a Changing Europe' programme in 2015. As part of this work the University of the West of Scotland had published a report on fisheries governance in April 2018 to help inform policy makers in the UK. The report is based on an analysis of the fishing industry within the UK and its devolved administrations along with an assessment of how independent coastal states outside the EU - Iceland, Norway and the Faroe Islands - regulate their fisheries. The report made several policy recommendations including enshrining key principles of fisheries management in law; the creation of an effective and enduring institutional structure comprising the government ministry/department, a scientific institute and directorate which conducts and oversees the day-to-day management of UK fisheries; that scientific advice should be enshrined in law to ensure that sustainability of fish stocks is a key consideration in the decision-making process; that decision-making on day-to-day management, future reforms and negotiations with other coastal states should include industry and other relevant stakeholders in both a consultative and advisory role in order to ensure transparency and the fostering of a culture of trust, cooperation and consensus; and that fisheries policy in a post-Brexit UK should ensure that any economic benefits accruing from leaving the CFP should benefit fisheries-dependent communities.

After consideration, Members **agreed** to acknowledge the content of the report.

9. WORKSHOP SESSION: FUTURE PROOFING THE FISHERIES SECTOR

There had been circulated a report dated 14th June, 2018 by the Director of Infrastructure Services which provided Members with an overview of a proposed workshop session to help inform a future piece of work. The report stated that at the last meeting of NESFDP on 16th February, 2018 an action point had been agreed whereby an analysis of the vulnerabilities, risks and challenges facing the local fisheries supply chain should be carried out. Formative

discussions with NESFLAG to fund such a study have been productive, but further work is required to define the scope, time frame and extent of the work. It was proposed that the collective knowledge of NESFDP Members be deployed to progress the study's terms of reference prior to developing a formal application to the FLAG. A one hour workshop was therefore proposed for the meeting of 22nd June, 2018 to carry out a SWOT assessment of the fisheries supply chain comprising the following three elements: Catching & landing; First sale & processing; and Value add, logistics (inward and outward) & marketing.

After the introduction to the agenda item, Members were invited to form three (self-selecting) groups to take part in facilitated discussions to consider one of the three elements of the supply chain to help scope the above project.

Action point 3: To pull together comments & suggestions from the workshop session to produce a briefing paper and progress the commissioning of the 'Future-proofing' study.

10. INDUSTRY REPORTS AND ROUND TABLE ROUND-UP

The Partnership **noted** updates from the industry representatives in respect of their areas of responsibility and interest.

11. ANY OTHER BUSINESS

Mr McDonald advised that Ian McFadden, Chair of Scottish Pelagic Processors Association has retired and he will no longer be attending future NESFDP meetings. Mr Michael Clark would be representing the association in future. The Group agreed a letter of thanks should be sent to Mr McFadden for his excellent contribution to NESFDP over the years. No further items were reported.

Action point 4a: To send a 'Thank you' letter to Mr McFadden.

Action point 4b: Presentation from the meeting to be posted on NESFDP webpage and Members to be advised accordingly.

12. DATE OF NEXT MEETING

It was **agreed** that the next meeting of the Partnership would take place on Friday, 2nd November, 2018, potentially at Peterhead to enable members to visit the recently opened new fish market.

ABERDEEN, 24 August, 2018. Minute of Meeting of the STRATEGIC DEVELOPMENT PLANNING AUTHORITY.

Present: Councillor Marie Boulton, Chairperson; Councillor John Cox, Vice-Chairperson; and Councillors Aitchison, Bell, Copland, Graham, Grant, Johnston, Latham, Topping, Wallace, and Yuill.

In Attendance: Councillor Mason.

Officers: **Strategic Development Planning Authority:** Ms C McArthur, Acting Team Leader, and Ms S Lamont and Mr T Walsh, Senior Planners;

Aberdeen City Council: Ms G Beattie, Chief Officer, Strategic Place Planning, Ms F Closs, Team Leader, Planning and Environment, and Mr D Dunne, Interim Planning & Environmental Policy Manager, Strategic Place Planning;

Aberdeenshire Council: Mr R Gray, Head of Service, Planning and Building Standards; Mr B Stewart, Planning Service Manager, Mr P Finch, Strategic Transportation Manager, and Ms J McRobbie, Committee Officer; and

Nestrans: Ms J Anderson, Transport Executive (Programmes & Delivery).

1. DECLARATION OF MEMBERS' INTERESTS

There were no declarations of interest.

2. MINUTE OF MEETING OF THE STRATEGIC DEVELOPMENT PLANNING AUTHORITY OF 27 JUNE, 2018

The Authority had before, and approved as a correct record, the Minute of its previous meeting of 27 June, 2018.

3. PROPOSED ABERDEEN CITY AND SHIRE STRATEGIC DEVELOPMENT PLAN

With reference to the Minute of Meeting of 27 June 2018, (Item 1), there had been circulated a report by the SDPA Acting Team Leader requesting Members' consideration of, and agreement to, a Proposed Strategic Development Plan.

Having heard from Officers and having discussed various elements in the Proposed Plan, and particularly its interface with, and informing of, the Local Development Plans for each authority, Regional Transport Strategies, and also City Region Deal projects; the location of a new

mortuary facility; and the Scottish Planning Policy's requirement to use "generosity" to inform the housing land requirement; the Authority **resolved:**

a) to agree the Proposed Aberdeen City & Shire Strategic Development Plan as detailed in Appendix 1 to the report, and the supporting documents, listed in paragraphs 3.16 to 3.19 of the report, as the SDPA's settled view of the recommended final content of the next Strategic Development Plan for the City Region, subject to the undernoted amendments:

- **Amendment of Section 2: Our Vision**, (page 2), to make reference to fishing;
- **Amendments of Section 3: Spatial Strategy - Strategic Growth Area: Aberdeen City:**
 - Para 3.20 (Page 7) – to include "leisure" as a City Centre Masterplan challenge "Growing the City Centre employment base by promoting the area as a centre for business, trade, leisure, innovation and enterprise";
 - Para 3.24, (Page 8), final sentence to read: "The Cross City Transport Connections Study will inform opportunities to provide a cross-city public transport service and enhance accessibility to more destinations by public transport";
- **Amendments of Section 3: Spatial Strategy - Strategic Growth Area: Aberdeen to Peterhead:**
 - Para 3.29, (Page 10), second last sentence to read: "It is hoped that Hydrogen from St Fergus will be blended directly into the gas grid and enable phased decarbonisation of heat";
 - Para 3.32, (Page 10) – add in "Aberdeenshire Council should also continue to work with Nestrans to investigate rail links to Buchan". All paragraph numbers in this section to be updated as a result;
- **Amendments of Section 4: Our Communities:**
 - Delivery of New Homes, Table 3 – Local Development Plan Housing Allowances, page 24 – updated to whole numbers and delete decimal places;
- **Amendments of Section 5: Our Economy:**
 - Para 5.5 (Page 26) - references to tourism be clarified to give consideration to sustainable tourism: "Local Development Plans should consider opportunities to ensure the importance of sustainable tourism to the regional economy is properly recognised and safeguarded. The importance that the historic and natural environment makes to sustainable tourism must also, however, be properly recognised";
- **Amendments of Section 7: Our Connections:**
 - Para 7.4, (Page 36) - include reference to local and strategic cycling links: "The Plan will help ensure sustainable land use patterns to reduce the need to travel and promote improved connections between both local and strategic active travel networks and public transport";
 - Para 7.8 (Page 37) – include reference to high quality internet access across the City Region. "Internet access and significantly improved speeds are essential in both the Strategic Growth Areas and the Local Growth and Diversification Areas. ";
 - How to Meet Targets (Page 38) – last bullet point should say Local Development Plans, not Plan. "Local Development Plans will consider appropriate ways to encourage the use of modern telecommunications networks in major new developments";

- **Amendments to Schedule 1:-**
Summary of Potential Transport Interventions Options for Appraisal, (Page 40, table) – add in reference to “New rail stations to the north and south of Aberdeen Rail Station and to the north and south of Aberdeen”; and
 - **Glossary:-** That consideration be given to providing a glossary definition of “adjacent to”, used in the context of the AWPR;
- b) to refer this report to Aberdeen City Council and Aberdeenshire Council for ratification;
 - c) to agree the arrangements for public consultation on the Proposed Aberdeen City & Shire Strategic Development Plan as identified in paragraphs 3.23 to 3.26 of the report;
 - d) to commend staff across both Councils in their work to bring the Plan to the Authority; and
 - e) to delegate to the Strategic Development Team Leader the preparation, including graphic design and printing, of the Proposed Aberdeen City & Shire Strategic Development Plan for public consultation.

Arising from consideration of the above, the Authority further **resolved:**

To note that Local Development Plans would explore the concepts of (a) electric charging points; (b) cycle routes, including dedicated, segregated lanes, to be progressed in partnership with NESTRANS and SUSTRANS; (c) protection against further development of land adjacent to historical railway lines, to future proof against potential blockages to any opportunities which may arise; (d) Park and Ride locations; (e) awareness of the need to consider land designations implications when determining if settlements are within the Rural or Aberdeen Housing Market Areas or otherwise as structural boundaries inform policy designations; and (f) in making future land allocations, that consideration be given to including accessibility of resources (energy/ water etc) in making appropriate allowance for business development to be sited close to necessary resources.

4. SDPA BULLETIN AUGUST, 2018

The Authority had before them an information bulletin on matters relating to the Strategic Development Planning Authority’s work, including (a) the Scottish Ministers instruction, in a letter dated 3 August, 2018, that the Authority continue, in terms of Section 23B of the Town and Country Planning (Scotland) Act 1997, to prepare the next Strategic Development Plan; (b) an update on the progress of the Planning (Scotland) Bill, published in December, 2017, on which comments and objections had already been lodged by the Authority, with Stage 2 of the Bill, involving Committee debate and voting on amendments, scheduled to commence on 12 September, 2018; and (c) the continuing work on the Aberdeen City and Aberdeenshire Local Development Plans, with both Councils currently considering submissions received on the Call for Sites (approximately 150 and 622 submissions respectively), with both Main Issues Reports expected to be published in the first quarter of 2019.

The Authority **noted** the updates provided.

5. DATES OF FUTURE SDPA MEETINGS

The Authority heard from the Acting Team Leader, of the need to defer, until January, 2019, the date of the winter meeting of the Authority, to better allow officers to respond to consultations on the Proposed Strategic Plan.

The Authority **agreed** revised dates for future meetings as detailed below:
26 September, 2018 – Town House, Aberdeen City;
30 January, 2019 – Woodhill House; and
20 March, 2019 – Town House.

Councillor Marie Boulton, Chairperson.

RURAL AFFAIRS WORKING GROUP**MACKIE'S OF SCOTLAND, WESTERTOWN, ROTHENORMAN, ABERDEENSHIRE****WEDNESDAY, 29th AUGUST, 2018**

- Present:** Provost W Howatson (Chair), Councillor V Harper, J Ingram, A Simpson and J Whyte.
- Apology:** Councillor M Buchan, S Duncan and I Taylor
- Officers:** Claudia Cowie, Team Leader (Economic Development & Protective Services), AC, D McDonald, Industry Support Executive (Rural and Maritime), AC, A Ziarkowska, Committee Officer, AC and I Dawson, Assistant Committee Officer, AC.

1. DECLARATIONS OF MEMBERS' INTERESTS

Members were asked if they had any interests to declare in terms of the Councillors' Code of Conduct. No interests were intimated.

2. PUBLIC SECTOR EQUALITY DUTY

In taking decisions on the undernoted items of business, the Working Group **agreed**, in terms of Section 149 of the Equality Act 2010 to:-

- (1) have due regard to the need to: –
 - (a) eliminate discrimination, harassment and victimisation,
 - (b) advance equality of opportunity between those who share a protected characteristic and persons who do not share it,
 - (c) foster good relations between those who share a protected characteristic and persons who do not share it, and
- (2) consider the contents of equality impact assessments, where provided, and to take those into account when reaching a decision.

3. MINUTE OF MEETING OF 14th MARCH, 2018

The Minute of Meeting of 14th March, 2018 was circulated and **approved** as a correct record.

4. MATTERS ARISING

There were no matters arising.

5. BULLETIN REPORT: BREXIT

There had been a report circulated dated 29th August, 2018 by the Head of Economic Development, which provided Members with an update on Brexit. The report explained two pieces of work that have recently been conducted on Brexit. The report started by explaining a presentation by Steven Thomson, SCRUC's Senior Agricultural Economist on his findings of research undertaken by SRUC on Brexit related issues to CoSLA in June 2018. The key findings included the sector's high dependency upon immigrant labour (90% of horticulture's seasonal workforce, 60% for red meat and poultry processing and 50% for eggs), and the exchange rates and anti-immigrant sentiment were already adversely affecting the relative

attractiveness of Scotland to migrant workers. In response to labour shortages, horticultural farms indicated they would either downsize or undertake alternative agriculture activity. There have been reports of unpicked crops due to labour shortages. The presentation then focused to findings on the future viability of agricultural sectors in Scotland in the context of change to the farm subsidy regime. Beef and Sheep sectors – both in lowland Scotland and in less-favoured areas – were found to be particularly vulnerable. The author noted particular product price challenges faced by the beef and sheep sector in the event of a 'LT' trade outcome, in which the UK adopted a unilateral trade liberalisation scenario, under which low cost meat/meat products from around the world could enter UK markets. The presentation concluded with a summary which details the possible opportunities arising from Brexit (eg greater focus on productivity, better vertically integrated supply chains, natural capital payments, new global markets and a more diversified rural economy) and challenges (declining support, uncertainty over support payments, trade and labour availability). It was concluded that it would be useful to have Mr Thompson invited to another Rural Affairs Working Group to give a further update on Brexit.

The second half of the report explained that in early July 2018 the Scottish Government issued a consultation entitled Stability and Simplification (for Rural Funding). Comments and suggestions were invited on farm/rural support measures in Scotland from April 2019 for a period of up to five years thereafter to maintain continuity as far as possible ('stability') but also to adopt such simplification measures as may be practicable. As the term of the consultation spanned the summer recess, an officer response was compiled after gathering input from council colleagues and from industry. A draft response was sent to the ISC Chair, Vice Chair and main Opposition Spokesperson, and to council officers on 9 August, 2018 for comment/input. The response agreed that providing the rural economy with a degree of stability and reassurance on continuing support measures was helpful, and that whilst there were some simplification measures which could usefully be adopted (eg a more appropriate scale of precision for mapping of holdings), resources could more effectively be directed towards the preparation of a long-term successor programme. The council response made some suggestions; for example, that enhanced control of Invasive Non-native Species could be incorporated into cross compliance and that capping of (large) direct payments might ensure a fairer distribution of increasingly scarce resources, etc. The report recommended that the group should note and approve the report; however it was agreed that the Group did not have the capacity to approve the report.

Thereafter, the Group **agreed** to note the information provided in the report.

6. VERBAL REPORT: DAIRY PROCESSING PROJECT

With reference to the Minute of Meeting of the Working Group of 14th March, 2018 (Item 8) Derek McDonald provided a brief update on the North East dairy sector situation and work currently underway in support of the local dairy sector. It was reported that the council had contributed £200 towards the travel costs in August of a small delegation of dairy farmers from the NE to Orkney to gain an insight into the Orkney Cheese operation, a relatively small scale but highly effective partnership between Orkney farmers, Orkney Islands Council and Lactalis, which packages and markets Orkney Cheese in the UK and abroad. Derek McDonald then outlined a new study by the London School of Economics which had been commissioned by Arla Foods. The study reported that the UK has the second largest dairy trade deficit in the world, so it relies heavily on imports, with 98% of dairy imports coming from the EU. The study described issues that consumers may face due to Brexit, for example delays in shipments due to new border controls. Derek McDonald concluded the discussion by advising that a further update would follow at the next meeting of the Group.

Thereafter, the Group **agreed** to note the information provided in the update.

7. VERBAL REPORT: ONE PROJECT ACTIVITY

Derek McDonald provided Members with a verbal update on ONE Project Activity and reported that the proposed Food & Nutrition Hub, a component of the City Region Deal, aimed to accelerate business growth in the local food sector by providing marketing expertise, research capability and support for innovation, to make it easier for businesses to create new products and access new markets. Derek McDonald then described the Hosted Modern Apprenticeship in Farming, a new multi-partner project to enable more apprenticeships to be made available. ONE is the main funder but the council has also contributed. The project is led by SRUC. Other partners include Ringlink, SDS, SAOS, NFUS, SAYFC, Lantra, RNCI and Mains of Loirston Trust. There was also a brief update on the Smart Rural project which is seeking to deploy new digital technology to enhance the performance and capability of rural businesses through the use of rural sensor networks and 5G connectivity.

After consideration, it was **agreed** to note the information provided in the update.

8. VERBAL REPORT: WEATHER RELATED ISSUES

Derek McDonald provided Members with a verbal report on weather-related issues that had been facing the industry during the year. The unusually dry weather had reduced the volume of forage available for summer grazing and silage for overwintering cattle. This had led to higher volumes of store cattle coming on to the market. Lack of forage had also led to a lower demand for store cattle, resulting in sharply lower prices. However there were signs that the market was now stabilising, albeit at lower levels of trade and softer market prices than in 2017. Concerns had been expressed over the cost and availability of bought-in feed for the winter. In early August, the council had been approached for assistance by several farms experiencing lack of water for livestock.

After consideration, it was **agreed** to note the information provided in the verbal report.

9. ANY OTHER COMPETENT BUSINESS

Derek McDonald advised Members about proposed speakers for the next meeting of the Group. These include Steven Thomson of SRUC - to give an update on Brexit; Jim Booth of SAOS to provide a dairy sector update; and a representative from the council's Environmental Health team to discuss the work they do.

10. DATE OF NEXT MEETING

It was **noted** that the next meeting of the Group will be held on Wednesday, 14th November, 2018.

ABERDEEN CITY REGION DEAL:

Powering Tomorrow's World

ABERDEEN, 30 August 2018. Minute of Meeting of the ABERDEEN CITY REGION DEAL JOINT COMMITTEE. Present:- Councillor Jenny Laing, Chairperson; Councillor Jim Gifford, Vice-Chairperson; Councillors John Cox (as substitute for Councillor Argyle), Gordon Graham (as substitute for Councillor Boulton), Douglas Lumsden, Richard Thomson, Professor Stephen Logan, Mr Patrick Machray, OBE, and Sir Ian Wood.

DETERMINATION OF URGENT BUSINESS

1. The Chairperson had determined that items 6(a) and 10 (Housing Infrastructure Funding) on the agenda, be considered as a matter of urgency in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973.

The Committee resolved:-

to concur with the Chairperson.

DETERMINATION OF EXEMPT BUSINESS

2. The Chairperson proposed that the Committee consider item 7 (Food Hub for Innovation Business Case), item 8 (Harbour Transport Action Plan), item 9 (City Region Deal – Financial Update – Exempt Appendix) and item 10 (Housing Infrastructure Funding – Exempt Appendices) with the press and public excluded from the meeting.

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 7 of the agenda so as to avoid disclosure of information of the classes described in the following paragraphs of Schedule 7(A) to the Act:- articles 8, 9 and 10 (paragraph 6), and article 11 (paragraphs 4 and 6).

DECLARATIONS OF INTEREST

3. No declarations of interest were intimated in respect of the items on today's agenda.

MINUTE OF PREVIOUS MEETING OF 22 JUNE 2018 - FOR APPROVAL

4. The Joint Committee had before it the minute of its previous meeting of 22 June 2018, for approval.

The Committee resolved:-

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- (i) to approve the minute as a correct record; and
- (ii) to note that in relation to article 5(ii) of the minute, a briefing paper illustrating all that was currently happening in digital connectivity in the region which would include details of further opportunities and gaps would be prepared by Wendy Robertson, Digital Lead and circulated to members in due course.

CITY REGION DEAL - FINANCIAL UPDATE Q1 2018/19

5. The Joint Committee had before it a report by Alan Wood, Head of Finance, Aberdeenshire Council which provided details of the finances of the Aberdeen City Region Deal for the first quarter of financial year 2018/19.

The report recommended:-

that the Joint Committee note the content of the report and its appendix.

Mr Wood advised that the total spend and forecast of the City Region Deal finances were on track.

The Joint Committee resolved:-

to approve the recommendation.

PROGRESS UPDATE

6. The Joint Committee had before it a report by John-Paul Cleary, Senior Programme Manager, Aberdeen City Council on the progress of the City Region Deal and its constituent workstreams.

The report recommended:-

that the Joint Committee note the content of the report and its appendices, and the progress made.

John-Paul Cleary, Senior Programme Manager, Aberdeen City Council presented the report and advised (1) that the Annual Conversation meeting was scheduled for 11 October 2018; (2) that construction work on the full fibre infrastructure commenced in July 2018; and (3) that the City Region Deal live projects and economic indicators were contained within appendix 2 of the report.

The Joint Committee resolved:-

- (i) to approve the recommendation; and
- (ii) that a progress report in relation to the objectives and plans for the cruise ship market in terms of the Aberdeen Harbour expansion be submitted to a future meeting of the Committee.

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MATTER OF URGENCY

The Chairperson accepted the following item as a matter of urgency in terms of Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973 due to a misunderstanding of committee timescales and awaiting feedback from partner agencies on plans. The report could not wait an additional three months as this would mean a further delay to see if access could be eased, and the Scottish Government fund continuing to be unused

HOUSING INFRASTRUCTURE FUNDING

7. The Joint Committee had before it a report by Derek McGowan, Chief Officer – Early Intervention and Community Empowerment, Aberdeen City Council on the use of the Housing Infrastructure fund aligned to the City Region Deal.

The report recommended:-

that the Joint Committee agree that Councillor Laing should write on behalf of the Joint Committee to the Scottish Government regarding the future use and administration of the Housing Infrastructure Fund to aid local development.

Derick Murray, Nestrans Director provided information in relation to the £200M funding for transportation projects, intimating that Transport Scotland would be providing details on the proposed projects in due course. He also advised that the upgrade signalling work in Newtonhill had commenced.

It was noted that any work to reduce journey times in central Scotland might be lost within the network, so it would be more beneficial if the improvement work was closer to the North East where the benefits would be more tangible.

The Joint Committee resolved:-

to approve the recommendation.

In accordance with the decision recorded at article 2 of this minute, the following items of business were considered with the press and public excluded.

FOOD HUB FOR INNOVATION BUSINESS CASE

8. The Joint Committee had before it a report by Lindsay McKenzie, Commercial Director, Opportunity North East which sought approval of the business case for the Food Hub for Innovation project within the Innovation theme of the Aberdeen City Region Deal.

The report recommended:-

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that the Committee –

- (a) approve the business case attached at Appendix 1 of the report and instruct the Head of Economic Development to intimate to the UK Government and the Scottish Government that the Joint Committee endorses the business case; and
- (b) instruct the Chief Officer – City Growth to circulate a service update to members of the committee if there are any changes of note to the business case from the UK Government or the Scottish Government.

The Joint Committee heard Lindsay McKenzie and Jennifer Crow speak in support of the report and answer questions, particularly in relation to the management of food storage, the building model, research/testing and the training agenda.

The Joint Committee acknowledged the significant amount of work undertaken by Jennifer Crow and Lindsay McKenzie in the preparation of the report and business case.

The Joint Committee resolved:-
to approve the recommendations.

HARBOUR TRANSPORT ACTION PLAN

9. The Joint Committee had before it a report by Paul Finch, Strategic Transport Projects Manager, Aberdeenshire Council and Kirsty Davison, Peter Brett Associates in relation to the Transport Action Plan for the new Aberdeen South Harbour.

The report recommended:-

that the Joint Committee note the content of the report and its appendix.

The Joint Committee received a powerpoint presentation from Kirsty Davison, during which she outlined the aims of the study commissioned by the two local authorities, potential operating scenarios, key findings and key assumptions including the following:-

- Passenger capacity;
- Passenger/crew preferences;
- Planned excursions/personal excursions; and
- Travel demand.

Kirsty Davison answered several questions raised by members, specifically in relation to proposed coach routes to and from the harbour in to the city and out to the countryside, the size of the vessels and passenger numbers, the road network and transport assessment, facilities for passengers within the port to ensure best quality experience, that planned coach excursions would be organised by cruise ship companies and details in relation to usage of shuttle buses.

Sir Ian Wood raised concerns in relation to potential traffic issues resulting in delays for cruise passenger coaches and taxis during morning rush hour along the Coast Road,

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Hareness Road and Wellington Road. In response Kirsty Davison and Ken Neil, Senior Engineer, Aberdeen City Council explained that analysis of this had been undertaken in terms of the baseline 2020 traffic flow model using extensive data and no perceived risks were identified within the Transport Action plan in this regard. It was also noted that coaches would be travelling in the opposite direction on the Coast Road during peak times.

The Joint Committee resolved:-

- (i) to approve the recommendation; and
- (ii) that in conjunction with the decision taken at article 6(ii) of this minute, that a presentation be undertaken on Cruise Aberdeenshire's objectives, actions and plans to include details of the transport position, proposed onsite configuration layout around the passenger arrival experience, quality assurance measures and the potential for future port embarkation needs and demands.

CITY REGION DEAL - FINANCIAL UPDATE - EXEMPT APPENDIX

10. The Joint Committee had before it an exempt appendix in relation to the City Region Deal Financial Update report (article 5 of this minute refers).

The Joint Committee resolved:-

to note the exempt appendix.

HOUSING INFRASTRUCTURE FUNDING - EXEMPT APPENDICES

11. The Joint Committee had before it exempt appendices relating to the Housing Infrastructure Funding report (article 7 of this minute refer).

The Joint Committee resolved:-

to note the exempt appendices.

- **COUNCILLOR JENNY LAING, Chairperson.**

NORTH EAST OF SCOTLAND TRANSPORT PARTNERSHIP

Minute of Meeting of the North East Scotland Transport Partnership Board

Aberdeen, Wednesday, 19 September 2018

Present: Councillor Sandra Macdonald (Chairperson); Dr Margaret Bochel (Vice Chairperson), and Councillors Philip Bell, John Cox, Ross Grant (as substitute for Councillor Jennifer Stewart), Alex Nicoll and Colin Pike; and Mr Gerry Donald.

In Attendance: Rab Dickson, Derick Murray, Nicky Laird, Kelly Wiltshire, Jenny Anderson and Lucy Johnston (Nestrans); Mr George Mair; Gale Beattie, Robert Templeton and Mark Masson (Aberdeen City Council), Ewan Wallace, Susan Donald and Andrew Leil (Aberdeenshire Council) and Anne MacDonald (Audit Scotland).

Apologies: Councillors Peter Argyle, David Aitchison and Jennifer Stewart; and Eddie Anderson and Stephen Archer.

DECLARATIONS OF INTEREST

1. There were no declarations of interested intimated.

MINUTE OF BOARD MEETING, 20 JUNE 2018

2. The Board had before it the minute of its previous meeting of 20 June, 2018 for approval.

The Board resolved:-

to approve the minute as a correct record.

BOARD MEETING DATES 2019

3. The Board had before it a report which sought approval of dates for the Board meetings in 2019.

The Board were asked to consider the following dates for the Board meetings in 2019:-

All Wednesdays at 2pm -

- 13 February
- 17 April
- 19 June
- 18 September
- 06 November
- 11 December

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The report recommended:-

that the Committee –

- (a) consider the above and agree the proposed dates; and
- (b) request that appointments be sent out to members following this meeting.

The Board resolved:-

to approve the recommendations.

PRESENTATION BY MICHELLE HANDFORTH, CHIEF EXECUTIVE, ABERDEEN HARBOUR

4. The Board received a powerpoint presentation from Michelle Handforth, Chief Executive, Aberdeen Harbour Board in relation to the existing harbour and the new Aberdeen harbour developments at Bay of Nigg.

During the presentation, Ms Handforth (1) outlined the strategic framework for the harbour including the purpose, vision, mission, objectives, enablers and values; (2) provided details in relation to the financial turnover of the harbour; (3) advised that Aberdeen will be Scotland's largest berthing port following the completion of the new South harbour; and (4) indicated that the new South harbour will be 40km² in size, have 7 km of quayside and that construction will be completed in 2020.

In response to a question regarding connectivity to Shetland and Orkney, Ms Handforth advised that future ferry services could be accommodated at both harbours.

The Board resolved:-

to thank Michelle Handsforth for her informative presentation.

DIRECTOR'S REPORT

5. The Board had before it a report by the Director of Nestrans, which provided an update on liaison activity with other RTP's with the Scottish Government and other organisations.

The report recommended:-

that the Board note the progress on liaison arrangements with other RTP's, the Scottish Government and others and the arrangements for future meetings.

The Director highlighted amongst other items, the following areas for members' attention:-

- NTS Roles and Responsibilities meeting in Glasgow on 26 June 2018;
- East Coast Mainline Association meeting in York on 29 June 2018
- Active Travel Meeting with Transport Scotland in Glasgow on 3 July 2018;
- Laurencekirk Junctions Partnership meeting in Dundee on 19 July 2018;
- Aberdeen to Central Belt Rail meeting in Dundee on 3 August 2018;

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- High Speed Rail Stakeholder Group meeting in Glasgow on 16 August 2018;
- Bus Alliance meeting in Aberdeen on 27 August 2018; and
- RTP Chairs meeting in Shetland on 5th September 2018.

In addition to the report, the Director provided information from the Airport Consultation Committee (1) advising that passenger numbers were improving in relation to domestic traffic although international figures were down; (2) providing details in relation to the proposed Drone Safety Zone around the airport; and (3) highlighting that visibility assistance was being addressed in terms of passengers passing through the airport.

The Board resolved:-

to approve the recommendation.

TRANSPORT SCOTLAND BILL

6. The Board had before it a report in relation to the Transport (Scotland) Bill which sought a response to a call for evidence.

The report recommended:-

that the Board agree that the comments in the report, amended by the discussion at the Board meeting and informal Board discussion on 25 September, form the basis of a Nestrans response to the Rural Economy and Connectivity Committee's call for evidence.

Members discussed the contents of the report which outlined the proposed responses to sections of the Bill relating to Low Emissions Zones, Bus Services, Ticketing Arrangements and Schemes (Smart Ticketing), Pavement Parking and Double Parking, Roadworks and Miscellaneous and General.

The Board resolved:-

to approve the recommendation, subject to adding comments relating to (1) delivery vehicles being left at home overnight in housing schemes by the delivery driver; and (2) adopted paths/pavements in housing schemes in rural areas.

REGIONAL TRANSPORT STRATEGY – PROGRAMME FOR RTS 3

7. The Board had before it a report which provided details in relation to the intention to work towards a new Regional Transport Strategy over the next year or so, with an intention of completing the review by the end of 2019.

The report recommended:-

that the Board –

- (a) approve the proposals to develop a reviewed Regional Transport Strategy and the intended Officer Working Groups arrangements;
- (b) instruct Officers to report back on a Member/ public engagement strategy;

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- (c) instruct Officers to report back on progress with the Strategy development to the December Board meeting.

Councillor Macdonald suggested that an officer/elected member working group be established to have an oversight of Regional Transport Strategy 3. It was suggested that this issue be considered at the away day on Tuesday 25 September 2018.

The Board resolved:-

to approve the recommendations.

COUNCILLORS CODE OF CONDUCT – AMENDMENTS FOR RTP MEMBERS

8. The Board had before it a report which provided details in relation to amendments to the Councillors Code of Conduct for Members of Regional Transport Partnerships.

The report recommended:-

that the Board note the amendment to the Councillors Code of Conduct.

The Board resolved:-

to approve the recommendation.

CODE OF CORPORATE GOVERNANCE

9. The Board had before it a report which sought approval of a Code of Corporate Governance for Nestrans.

The report recommended:-

that the Board:-

- (a) adopt the Code of Corporate Governance for the partnership as detailed in Appendix 1, subject to any appropriate adjustments being made following the Board's consideration;
- (b) instruct officers to publish the Code of Corporate Governance on the Nestrans website; and
- (c) instruct officers to review the Code and prepare an annual governance statement and report this each year to the Board as part of the annual accounts.

The Board resolved:-

- (i) to approve the recommendations; and
- (ii) that the annual appraisal between the Director of Nestrans continue with Stephen Archer, but that further appraisal included the Chair of Nestrans.

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GETABOUT EVALUATION

10. The Board had before it a report which provided information in relation to the results of a study commissioned on behalf of Nestrans and the Getabout Partnership to evaluate the work of the partnership and recommend any improvements.

The report recommended:-

that the Board –

- (a) note the contents of this report and the consultants' findings; and
- (b) instruct officers to continue to work with Getabout Partners to promote Sustainable Travel and implement an action plan to move forward with the key recommendations from the report and report back to the Board with progress.

The Board resolved:-

to approve the recommendations.

FPASTS – FURTHER RAIL STUDY

11. The Board had before it a report which provided information in relation to the progress on the Fraserburgh and Peterhead to Aberdeen Strategic Transport Study (FPASTS).

The report recommended:-

that the Board note the contents of this report and the progress regarding the further rail studies in support of the FPASTS study.

The Board resolved:-

- (i) to approve the recommendation; and
- (ii) that a report be submitted to a future meeting of the Board in relation to commissioning a further consultant's study to investigate the potential for further stations south of Aberdeen, including Newtonhill.

PARK AND RIDE RESEARCH – RESULTS AND ACTION PLAN

12. The Board had before it a report which provided an update in relation to a study that Transport Consultants AECOM had done on behalf of Nestrans as part of the Civitas Portis EU funded Sustainable Transport project.

The report recommended:-

that the Board –

- (a) note the contents of this report and appendix;
- (b) instruct officers to: continue to work with Aberdeenshire and Aberdeen City Council and bus operators to promote Park and Ride; and

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- (c) instruct officers to investigate options to resource improvements to Park and Ride services and bus priority measures, in conjunction with the new North East of Scotland Bus Alliance.

The Board resolved:-

- (i) to approve the recommendations; and
(ii) that further consideration be given to a Park and Ride at Stonehaven as part of the Strategic Transport Appraisal.

WELLINGTON ROAD MULTI-MODAL CORRIDOR STUDY – STAG PART 1

13. The Board had before it a report which (1) provided an update on progress with the Wellington Road Corridor Multi-Modal Corridor Study, which was being undertaken using Scottish Transport Appraisal Guidance (STAG); (2) indicated that the STAG Part 1 report had been completed and a draft report submitted for consideration; (3) explained that the full draft study report could be viewed on the Nestrans Members' site and would be published on the Aberdeen City Council website once approved for publication by Nestrans and the Council; and (4) sought approval along with any views on the report that they may wish to make to Aberdeen City Council.

The report recommended:-

that the Board –

- (a) note and approve the principle of the findings within the draft STAG Part 1 study to allow the report to be finalised and published on the Aberdeen City Council website with a link from the Nestrans website; and
(b) instruct the forwarding of any comments they feel should be considered by Aberdeen City Council regarding the commissioning of a STAG Part 2 appraisal, including if agreed that there is a necessity that any detailed modelling assessment of options should be undertaken on a platform that reflects observed rather than predicted post-AWPR conditions and that consideration be given to the emerging options from the External Transportation Links to Aberdeen South Harbour.

The Board resolved:-

to approve the recommendations.

PROGRESS REPORT

14. The Board had before it a progress report which outlined the status of various activities in support of the Regional Transport Strategy.

The Board resolved:-

to note the content of the progress report.

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PUBLICATIONS AND CONSULTATIONS

15. The Board had before it a report which provided information on the recent publications and consultation papers of interest and sought to agree a response where appropriate.

The report recommended:-

that the Board note the consultation on Cross Country rail franchise and approve the response included in Appendix A of the report as Nestrans' response to the consultation.

The Board resolved:-

to approve the recommendation.

2018/19 BUDGET MATTERS

16. The Board had before it a report which provided an update on the Partnership's 2018/19 monitoring and forecast outturn position and sought consideration of any budget or monitoring issues that may arise.

The report recommended:-

that the board –

- (a) note the monitoring position and forecast presented in Appendix 1 of the report; and
- (b) approve the virements presented in Appendix 2 of the report.

The Board resolved:-

to approve the recommendations.

ANNUAL ACCOUNTS 2017/18 AND THE REPORT ON THE 2017/18 AUDIT BY THE EXTERNAL AUDITOR

17. The Board had before it a report which presented the audited Annual Accounts for 2017/18 for approval, and the external auditor's report on the audit for information.

The report recommended:-

that the Board –

- (a) approve for signature the audited Annual Accounts for 2017/18;
- (b) consider the External Auditor's Report; and
- (c) agree that a £10 charge for a printed copy of the Annual Accounts be made and that the Accounts can be accessed and downloaded free of charge from the Nestrans website.

The Board resolved:-

to approve the recommendations.

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COMMUNITY TRANSPORT GRANT FUND

18. The Board had before it a report which provided details in relation to a new Nestrans grant scheme, similar in nature to the current Sustainable Travel Fund but to specifically support Community Transport.

The report recommended:-

that the Board –

- (a) note the contents of the report;
- (b) agree in principle that a new Nestrans Community Transport Grant should be set up; and
- (c) instruct officers to investigate and write the guidance and criteria of the new grant scheme in conjunction with HTAP officers and Aberdeenshire and Aberdeen City Council public transport units.

The Board resolved:-

to approve the recommendations.

INFORMATION BULLETIN

19. The Board had before it a report which provided information and updates on a number of matters not requiring a decision.

The report recommended:-

that the Board note the contents of the report.

The Board resolved:

to approve the recommendation.

CONFERENCES AND PRESENTATIONS

20. The Board had before it a list of recent and forthcoming conferences of interest to Nestrans.

The Board resolved:-

to note the content of the list.

PENDING BUSINESS AND REPORTS FOR FUTURE MEETINGS

21. The Board had before it a report which (1) provided information on the progress on pending business and major reports scheduled for forthcoming Board meetings; and (2) provided the opportunity for the Board to add to or amend the scheduling.

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The report recommended:-

that the Board note the report on pending business and agree the provisional scheduling of major reports for future Board meetings.

The Board resolved:-

to approve the recommendation.

- **COUNCILLOR SANDRA MACDONALD, Chairperson.**