

ABERDEENSHIRE COUNCIL

INFRASTRUCTURE SERVICES COMMITTEE

WOODHILL HOUSE, ABERDEEN, 16 MAY, 2019

Present: Councillors P Argyle (Chair), J Cox (Vice Chair), W Agnew, D Aitchison, G Carr, J Ingram, P Johnston, J Latham, I Mollison, C Pike, G Reid, S Smith, and R Withey.

Apology: Councillor D Lonchay.

Officers: Director of Infrastructure Services, Head of Service (Planning and Building Standards), Head of Service (Transportation – via Skype), Head of Service (Roads, Landscape Services and Waste), Head of Service (Economic Development and Protective Services), Acting Planning Service Manager (D Ross), Accountancy Finance Manager (S Donald), Principal Solicitor, Legal and Governance (R O'Hare) and Principal Committee Officer.

ANNOUNCEMENTS

Prior to the commencement of business, the Chair advised that the Scottish Government had declared a climate emergency and that some Local Authorities had taken recourse. He advised that the Director of Infrastructure Services had been asked to prepare a report at the earliest opportunity, following consultation with the Chair of the Sustainability Committee, for consideration by the Committee on any implications for the Council.

The Chair, on behalf of the Committee, also paid tribute to Roddy Matheson and Morna Harper, Service Managers within Economic Development and Protective Services, who would soon be retiring and wished them both a long and healthy retirement.

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 –

- (i) Item 10 – Councillors Argyle and Latham, as members of the Cairngorms National Park Authority (CNPA) for which a specific exclusion applied, and remained in the meeting;
- (ii) Item 13 – Councillor Johnston – as a Director of Community Resources Network Scotland and, having applied the objective test, considered the interest to be remote and insignificant and continued to participate in the meeting; and
- (iii) Item 15 – Councillor Cox as a member of the Banff Development Partnership and, having applied objective test, considered the interest to be remote and insignificant and continued to participate.

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** (1) that item 20 on the Use of Delegated Powers by a Chief Officer by Reason Of Special Urgency relating to the addition of an item to the Infrastructure Services Procurement Work Plan for the Northern Roads Collaboration Sideway-force Coefficient Routine Investigation Machine Surveys Framework 2019-2022 be taken in public as item 11A, and (2) in terms of Sections 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, to exclude the public from the meeting during consideration of item 21 (now item 20) so as to avoid disclosure of exempt information of the class described in paragraph 8 of Part 1 of Schedule 7A of the Act.

3. MINUTE OF MEETING OF INFRASTRUCTURE SERVICES COMMITTEE OF 14 MARCH, 2019

The Committee had before them, and **approved** as a correct record, the Minute of Meeting of 14 March, 2019 which was thereafter signed by the Chair.

4. MINUTE OF SPECIAL MEETING OF INFRASTRUCTURE SERVICES COMMITTEE OF 21 MARCH, 2019

The Committee had before them, and **approved** as a correct record, the Minute of Special Meeting of 21 March, 2019 which was thereafter signed by the Chair.

5. VISITSCOTLAND

The Chair welcomed Jo Robinson, Regional Director of Visit Scotland who addressed the Committee on the role of VisitScotland in promoting Scotland as a destination venue, the value of tourism to the Scottish economy, the increasing use of digital media in tourism activity and on work undertaken with partners including campaigns such as 2016 Spirit Scotland, 2018 Brand Scotland and the current Scotland is Now campaign ensuring visitors experience the very best of Scotland and that the country realised its potential and made the most of its outstanding tourism assets. She highlighted the importance of working together at a national, regional and local level to ensure consistent and high quality information is produced and that available funds are accessed.

Ms Robinson responded to questions from Members on green tourism, access to information given the reducing number of tourist information centres, working with partners to help develop appropriate digital platforms and maintaining links with different groups.

The Chair then thanked Ms Robinson for attending and for her informative presentation.

6. FULL PLANNING PERMISSON FOR ERECTION OF DWELLINGHOUSE (CHANGE OF HOUSE TYPE AND SUB DIVISION OF PLOT 5 TO CREATE 2 DWELLINGHOUSES OF PLANNING PERMISSION, REFERENCE: APP/2017/2808 AT CHEVERTON, STUARTFIELD, PETERHEAD – REFERENCE: APP/2018/2911

With reference to the Minute of Meeting of the Buchan Area Committee of 26 February, 2019 (Item 6A) there had been circulated a report dated 12 April, 2019 by the Director of Infrastructure Services on an application for full planning permission for the erection of dwellinghouse (change of house type and sub division of plot 5 to create 2 dwellinghouses) at Cheverton, Stuartfield, Peterhead.

The report explained that the application had been referred to this Committee for final determination in terms of Section F.4.1 of Part 2A List of Committee Powers and Section C.3.1d of Part 2C Planning Delegations of the Scheme of Governance as the application was a local development, where in the professional opinion of the Head of Planning and Building Standards, approval would be a significant departure from the Development Plan and the Buchan Area Committee had agreed, against officer recommendation, that it should be approved.

The Team Leader highlighted that from 29 March, 2019, the Strategic Development Plan (SDP) from 2014 was beyond its 5 year review period and in light of this, for proposals which were regionally or strategically significant or give rise to cross boundary issues between the City and Shire Councils, the presumption would in favour of development that contributed to sustainable development and this would be a significant material consideration in line with the SDP from 2014. In addition, on 22 April, 2019 the proposed SDP was submitted to the Scottish Government with a request for an examination of unresolved issues. Notwithstanding, neither application on the agenda for the meeting was considered to be of regional or national significance.

In respect of the application under consideration, he reported on the detail of the application which constituted a change of use of house type and the erection of a second house. Reference was made to site location; relevant planning policies and history; provisions within the Local Development Plan for development during the current plan period including applications approved to date; layout, siting and design; servicing and access. The application was recommended for refusal for the reasons detailed in the report.

He responded to questions from Members on the number of approved applications which had already been implemented, the timescale available to implement extant planning applications and confirmed that no representations had been received on the application.

Councillor Ingram moved, seconded by Councillor Smith, that the Committee delegate authority to the Head of Planning and Building Standards to grant Full Planning Permission subject to:-

- (a) the conclusion of Developer Obligations; and
- (b) conditions covering the following matters:
 - 1. Roads and access
 - 2. Foul and surface water drainage and public water supply arrangements
 - 3. Energy Statement
 - 4. Carbon Neutrality
 - 5. Landscaping

The reasons for departure being that the design of the current proposal for two properties was considered to be more in keeping with the area and would deliver a more appropriate entrance

to the village when compared to the design for a single dwellinghouse for which planning permission already existed on the application site.

As an amendment, Councillor Mollison moved, seconded by Councillor Agnew, that the Committee support the officer recommendation and refuse full planning permission for the reason detailed in the report.

Members of the Committee voted:-

for the motion	(9)	Councillors Agnew, Aitchison, Carr, Ingram, Latham, Pike, Reid, Smith and Withey.
for the amendment	(4)	Councillors Argyle, Agnew, Johnston and Mollison.

The motion was carried and the Committee **agreed** to delegate authority to the Head of Planning and Building Standards to grant Full Planning Permission subject to:-

- (a) the conclusion of Developer Obligations; and
- (b) conditions covering the following matters:
 - 1. Roads and access
 - 2. Foul and surface water drainage and public water supply arrangements
 - 3. Energy Statement
 - 4. Carbon Neutrality
 - 5. Landscaping

The reasons for departure being based on the design of the current proposal for two properties was considered to be more in keeping with the area and would deliver a more appropriate entrance to the village when compared to the design for a single dwellinghouse for which planning permission already existed on the application site.

7. PLANNING PERMISSION IN PRINCIPLE FOR RESIDENTIAL DEVELOPMENT AT FORMER AUCHTERLESS STATION, TOWIE, AUCHTERLESS, TURRIFF, ABERDEENSHIRE, AB53 8EP – REFERENCE: APP/2018/2660

The Chair advised that a request to speak had been received from the applicant's agent and the Committee agreed to hear from speakers prior to determination of the matter.

With reference to the Minute of Meeting of the Formartine Area Committee of 12 February, 2019 (Item 6A) there had been circulated a report dated 9 April, 2019 by the Director of Infrastructure Services on an application for planning permission in principle for residential development at the former Auchterless Station, Towie, Auchterless, Turriff.

The report explained that the application had been referred to this Committee for final determination in terms of Section F.4.1 of Part 2A List of Committee Powers and Section C.3.1d of Part 2C Planning Delegations of the Scheme of Governance as the application was a local development, where in the professional opinion of the Head of Planning and Building Standards, approval would be a significant departure from the Development Plan and the Formartine Area Committee had agreed, against officer recommendation, that it should be approved.

The Team Leader reported on the detail of the application; site location and historical use; the proposed scale of the development which was understood to be 9 dwellinghouses; a previous bid for development on the application site as part of the Local Development Plan process; relevant planning policies and history; site layout and condition; servicing and access

proposals and impact on Towie Castle. He confirmed that the application site was no longer considered to be prime agricultural land. The application was recommended for refusal.

The Committee then heard from the applicant's representatives Scott Leitch, Halliday Fraser Munro, and Jim Ironside, Architect and agent, in support of the application. Mr Leitch made reference to the Area Committee decision to support the application; the removal of the previous reason for refusal relating to prime agricultural land; the application being for residential development on a rural brownfield site in line with Local Development Plan Policy R2; flexibility in terms of the number of properties to be provided; the former use of the site and its current condition; proposals for Developer contributions and affordable housing provision and layout and design. In conclusion, he urged the Committee to support the application.

Mr Leitch then responded to questions from Members regarding the proposed proportion of affordable housing and whether this would be delivered by the developer or a registered social landlord, the reference in his presentation to the Area Committee agreeing to the designation of the site as brownfield and to the condition of the site in terms of its suitability for other uses including agricultural land and land contamination and remediation requirements.

Thereafter, Councillor Johnston moved, seconded by Councillor Argyle, that the Committee support the officer recommendation and refuse Planning Permission in Principle for the reason detailed in the report.

As an amendment, Councillor Cox moved, seconded by Councillor Ingram, to delegate authority to the Head of Planning and Building Standards to grant Planning Permission in Principle subject to: -

- (1) the conclusion of Section 75/Developer Obligations, and
- (2) conditions covering the following matters:
 - i. Matters specified in conditions
 - ii. Roads
 - iii. Drainage
 - iv. Contaminated Land remediation
 - v. Carbon Neutrality

Reasons for departure being that the proposal would be an appropriate use of what was considered to be a brownfield site which was not suitable for agricultural use.

Members of the Committee voted:-

- | | | |
|-------------------|-----|--|
| for the motion | (7) | Councillors Argyle, Agnew, Aitchison, Johnston, Latham, Mollison and Reid. |
| for the amendment | (6) | Councillors Cox, Carr, Ingram, Pike, Smith and Withey. |

The motion was carried and the Committee **agreed** to refuse Planning Permission in Principle for the following reason:

- (1) The application is not acceptable in principle as it does not meet the requirements of Policy R2 Housing and employment development elsewhere in the countryside of the Aberdeenshire Local Development Plan 2017, in that the proposed development is neither small scale, nor on land which constitutes a redundant brownfield opportunity because it has naturalised over time.

8. DEE CATCHMENT PARTNERSHIP – PARTNERSHIP REVIEW

There had been circulated a report dated 1 May, 2019 by the Director of Infrastructure Services reviewing the work undertaken by the Dee Catchment Partnership, which brought together bodies with an interest in the River Dee. The report explained that a Partnership Assessment and Annual Risk Assessment had been carried out and provided a summary of work carried out over the previous three year period and a proposed work plan for the group over the next 3 year period. It was proposed that the Council continue to support the Partnership at an annual cost of £9000.

The Head of Planning and Building Standards introduced the report and responded to questions from Members on flood alleviation measures and national strategy for tree planting.

Thereafter, Committee **approved** the continued support for the Dee Catchment Partnership as detailed in the report at an annual cost of £9000.

9. NORTH EAST SCOTLAND BIODIVERSITY PARTNERSHIP – PARTNERSHIP REVIEW

There had been circulated a report dated 1 May, 2019 by the Director of Infrastructure Services reviewing work undertaken by the North East Scotland Biodiversity Partnership (NESBiP), which provided a framework for local action on national priority species and habitats and included the conservation of habitats and species of importance to local communities, whether or not they were national priorities. The report explained that NESBiP employed a full time Co-ordinator, with additional staff being employed to deliver specific funded projects. The Partnership was hosted by the James Hutton Institute which employed the Co-ordinator and managed the finances. A Minute of Agreement between the James Hutton Institute and the partners governed the hosting arrangement for the Partnership. The Agreement was currently under review and once completed would cover the period 1 April 2019 to 31 March 2020. This could be extended, by mutual agreement of all the partners, up to 31 March 2022.

The report further explained that a Partnership Assessment and Annual Risk Assessment had been carried out and provided a summary of work carried out by NESBiP over the previous three years and a proposed work plan for the next 3 years. It was proposed that the Council continue to support the Partnership at an annual cost of £8500.

The Committee **approved** the continued support for the NESBiP as detailed in the report at an annual cost of £8,500, of which £7,500 was for core costs and £1,000 for project delivery.

10. OUTDOOR ACCESS TRUST FOR SCOTLAND - PARTNERSHIP REVIEW

There had been circulated a report dated 1 May, 2019 by the Director of Infrastructure Services reviewing the work and future funding arrangements of the Outdoor Access Trust for Scotland, previously known as the Cairngorms Outdoor Access Trust and whose remit had recently been extended to cover the whole of Scotland. The aims of the Trust were to conserve and protect the natural heritage and environment by encouraging, developing and implementing access management projects which promote public access, advance education about the natural heritage and promote the associated health benefits and the enjoyment of the outdoors.

The report explained that a Partnership Assessment and Annual Risk Assessment had been carried out and provided a summary of work carried out by the Trust over the previous three year period and a proposed work plan for the next 3 years. It was proposed to continue to support the work of the Trust in Aberdeenshire during the financial year 2019/2020 and thereafter the funding previously used for this purpose be reallocated to provide a funding

source for the increasing number of emerging community led path groups who were interested in improving access provision within their local area and access projects.

The Committee **agreed**:-

- (1) to approve the continued support for the Outdoor Access Trust for Scotland from April 2019 to March 2020 at a cost of £10,000; and
- (2) to withdraw core funding to the Outdoor Access Trust for Scotland from April 2020 and reallocate the funding of £10,000 to support community led paths groups and access projects.

11. ABERDEENSHIRE PASSENGER TRANSPORT NETWORK REVIEW MEMBER/OFFICER WORKING GROUP – EXPANSION OF MEMBERSHIP

With reference to the Minute of Meeting of the Committee of 29 November, 2018 (Item 7) when it had been agreed that the membership of the Aberdeenshire Passenger Transport Network Review Member/Officer Working Group be expanded to include Member representation from the Education and Children’s Services Committee and the Integration Joint Board, there was circulated a report dated 29 April, 2019 by the Director of Infrastructure Services outlining the original membership and objectives of the group, summarising the work undertaken to date and detailing arrangements for seeking the appointment of Member representatives from the Education and Children’s Services Committee and the Integration Joint Board.

The Public Transport Manager introduced the report and responded to Members questions on support for local bus services and potential for those to be more sustainable.

Thereafter, the Committee:-

- (1) **acknowledged** the work undertaken by the Passenger Transport Network Review Member Officer Working Group to date; and
- (2) **agreed** the expanded membership of the Group to include one member from each of the Education and Children’s Services Committee and the Integration Joint Board whilst noting that the membership list should include Councillor Ford as previously approved.

11A. USE OF DELEGATED POWERS BY CHIEF OFFICER, BY REASON OF SPECIAL URGENCY - PROCUREMENT

The Committee had before it and **noted** a report dated 29 April, 2019 by the Director of Infrastructure Services on the use of delegated powers by reason of special urgency, as set out in Part 2B of the List of Officer Powers in the Scheme of Governance, to approve the addition of the procurement of the Northern Roads Collaboration Sideway-force Coefficient Routine Investigation Machine (SCRIM) Surveys Framework 2019 – 2022 to the annual work plan for Infrastructure Services.

12. USE OF DELEGATED POWERS BY CHIEF OFFICER, BY REASON OF SPECIAL URGENCY - WASTE STRATEGY

The Committee had before it and **noted** a report dated 30 April, 2019 by the Director of Infrastructure Services on the use of delegated powers by reason of special urgency, as set out in Part 2B of the List of Officer Powers in the Scheme of Governance, to approve the implementation of the self-funding aspects of the Waste Strategy independently from the

kerbside service changes, whilst funding arrangements for the kerbside service changes are being confirmed.

13. WASTE STRATEGY – FUNDING ARRANGEMENTS FOR KERBSIDE SERVICE CHANGES

With reference to the Minute of Meeting of the Committee of 29 January, 2019 (Item 9) when the new Waste Strategy 2019-2023 had been approved with an expectation that the a significant proportion of the implementation costs of the new kerbside collection service of £4.27 million would be met from grant funding from Zero Waste Scotland (ZWS), there was circulated a report dated 30 April, 2019 explaining that ZWS had now confirmed that they were not in a position to provide grant funding for this purpose and outlining the implications of that decision on the planned implementation of the kerbside service change. The report provided three alternative options for consideration including (1) do nothing and put any kerbside service changes on hold until ZWS had reviewed the Code of Practice for the Household Recycling Charter for Scotland, (2) put the major service change on hold until there was further clarification on future charter-compliance arrangements and funding from ZWS and in the meantime use the existing bins in a 3-weekly cycle to improve recycling rates in the interim, with the non-recyclable waste bin emptied once and the recycling bin twice in 3 weeks, or (3) fund the kerbside option approved by Infrastructure Services Committee in January 2019 with extra borrowing and implement it as a “spend to save” project. This would deliver service changes involving residents having three bins on a 3-weekly collection cycle - a smaller 180L bin for non-recyclable waste and two recycling bins, with paper and card collected separately from other recyclables.

The Head of Roads, Landscape Services and Waste introduced the report and responded to Members questions on other options available, how the Service would engage with local residents on any changes to be implemented, engaging with the packaging industry, the value of recyclable materials, use of the term part-time when referring to recycling centres and impact on staff.

Having considered the options available to make changes to kerbside waste and recycling services to increase recycling without funding from Zero Waste Scotland, the Committee **agreed:-**

- (1) to approve option 2 to improve recycling rates in the interim using the existing bins in a 3-weekly collection cycle whilst waiting for ZWS to revise the Scottish Household Recycling Charter and Code of Practice;
- (2) that the Waste Strategy 2019-2023 be updated accordingly; and
- (3) to instruct Officers to further explore external funding opportunities which could potentially be used in future to increase recycling and report back to Committee.

Having proposed an amendment that the Committee approve the officers recommendation and, in addition, that officers report back on other options providing a more flexible approach which would allow ongoing review of materials recovered and that the invitation from Bryson recycling to view their two collection practices of co-mingled collection with kerbside sort and kerbside collection only side by side to determine the practical application of such options, Councillor Johnston requested, as provided for in Standing Order 5.2.4, that the terms of his amendment be recorded in the minute.

14. TRADE WASTE CHARGES 2019/20

There had been circulated a report dated 30 April, 2019 by the Director of Infrastructure Services seeking approval of increased trade waste charges for 2019/20 to cover the costs

incurred by the Council in carrying out the Trade Waste Service. The annual charges comprised of collection costs as well as the external costs to the Service such as gate fee (waste), landfill tax (waste) and processing costs (recycling). The increase in collection cost had been limited to within inflation but due to increasing processing and disposal costs the overall increase for waste and recycling had increased with waste increasing more due to the added cost of landfill tax.

The Committee **approved** the revised Trade Waste charges for 2019/20 as detailed in the report with effect from 1 April, 2019.

15. DEVELOPING EXCELLENCE IN OUR NORTH COAST COMMUNITIES - ANNUAL REPORT

With reference to the Minute of Meeting of the Committee of 10 May 2018 (Item 13), there had been circulated a report dated 11 April, 2019 by the Director of Infrastructure Services providing an update on progress with the Regeneration Strategy "From Strategy to Action: Developing Excellence in our North Coast Communities" which concentrated regeneration effort in the four northern towns of Banff, Macduff, Fraserburgh and Peterhead. The report indicated (a) that progress was being made across the themes in the action plans, (b) that External funding was becoming more difficult to source as projects such as CARS (Conservation Area Renewal Scheme) enter their final stages and other European funds become fully committed or limit their activity, and (c) that the recently announced Scottish Government Town Centre Capital Grant Fund (£3,286,000 allocated to Aberdeenshire) would provide an opportunity to develop and deliver complementary interventions in support of town centres.

The Head of Economic Development and Protective Services introduced the report and responded to Members questions on outcomes, activities and benefits.

The Committee **agreed**:-

- (1) to note the contents of the report in Appendices 1 to 4 for the towns of Peterhead, Fraserburgh, Macduff and Banff; and
- (2) that the Head of Economic Development and Protective Services report on the regeneration plans in May 2020, to include more meaningful information on outcomes, activities and benefits, and circulate a progress update bulletin report in 6 months time.

16. RESPONSE TO CALL FOR EVIDENCE – POST-BREXIT REPLACEMENT FUNDING

The Committee **agreed** to acknowledge the submission made by the Director on behalf of the Committee, following consultation with the Chair, Vice Chair and Opposition spokesperson, to the Scottish Parliament's Finance and Constitution Committee on 'Post-Brexit Replacement Funding Programmes' as detailed in Appendix 1 of the report.

17. FUNDS DISTRIBUTED BY ECONOMIC DEVELOPMENT SCHEMES AND BUSINESS GATEWAY ACTIVITY 2018-19

There had been circulated a report dated 2 April 2019 by the Director of Infrastructure Services (1) on the distribution of funds in 2018-2019 from (a) the Support for Aberdeenshire Business Scheme assisting 22 businesses, (b) the First Employee Grant Scheme with 21 awards, (c) the Social Enterprise Support Fund with 20 awards, and (d) the Business Gateway contract, all as detailed in the appendices to the report; and (2) on the outcome of officer investigations relating to the proposed addition of a grant as part of the First Employee Grant Scheme to

encourage the development of new digital technologies which it was now proposed should not be progressed given the lack of jobs likely to be created and reducing budget provision.

The Service Manager, Economic Development and Protective Services introduced the report and responded to comments from Members on the need to include additional information in future reports on outcomes, activities and benefits and on new business start-ups without assistance from the Schemes for comparison purposes.

The Committee **agreed**:-

- (1) to endorse the information provided on the distribution of funds from the 'Support for Aberdeenshire Business Scheme' in 2018-19; the First Employee Grant Scheme; the Social Enterprise Support Scheme; and the Business Gateway contract progress in 2018-19, as detailed in the Appendices to the report;
- (2) to note the outcome of discussions on the possible introduction of a new grant to encourage the development of new digital technologies, and that this matter would not be progressed further; and
- (3) that future reports to Committee on these matters include more detail on outcomes, activities and benefits and on new business start-ups without assistance from the Schemes for comparison purposes.

18. ECONOMIC DEVELOPMENT ACTION PLAN 2017-21 – UPDATE FOR 2018-19

With reference to the Minute of Meeting of the Committee of 16 March 2017 (Item 16), there had been circulated a report dated 4 April 2019 by the Director of Infrastructure Services providing a progress report on the delivery of the Economic Development Action Plan during 2018-19, identifying priorities for 2019-2020 and confirming that the action plan would be reviewed in 2019 as previously agreed, to reflect the additional actions agreed with partners in the Regional Economic Strategy Action Plan and that proposed changes to the Action Plan would be considered as part of the Budget Scrutiny Programme.

The Service Manager, Economic Development and Protective Services, introduced the report and

The Committee **agreed**:-

- (1) to endorse the progress made in 2018-19 on the Economic Development Action Plan 2017-21 as detailed in Appendix 1 of the report;
- (2) to approve the new format for reporting on the Economic Development Action Plan 2017-21 as outlined in the report; and
- (3) that the Head of Economic Development and Protective Services report progress on the Action Plan annually.

Having proposed an amendment to note, not endorse, the progress made in 2018-19 on the Economic Development Action Plan and to approve the future reporting format and timescale as detailed in the report, Councillor Johnston requested, as provided for in Standing Order 5.2.4, that the terms of his amendment be recorded in the minute.

At this stage in the proceedings, the Committee agreed to suspend Standing Order 2.1.2 to allow the meeting to continue beyond 1pm to conclude the business of the meeting prior to lunch.

19. DISTRIBUTION OF THE SCOTTISH GOVERNMENT TOWN CENTRE FUND

There had been circulated a report dated 17 April, 2019 by the Director of Infrastructure Services on an announcement by the Scottish Government in December 2018, as part of their budget allocations, that £50 million had been ring-fenced for a Town Centre Fund to be distributed to Local Authorities as part of their capital settlement, of which £3,286,000 had been allocated to Aberdeenshire Council for distribution to projects in 2019-20. The report explained that the purpose of the fund was to drive local economic activity and to stimulate and support place based economic improvements in town centres with the aim of investing in inclusive growth to support town centres to become more diverse and sustainable, creating footfall through local improvements and partnerships which encourage town centres to become more vibrant, creative, enterprising and accessible places for their communities. Due to the limited time-scale for the use of the funds, Officers had used their delegated powers as provided for in Section B of Part 2B List of Officers Powers in the Scheme of Governance by reason of special urgency, following consultation with the Chair, Vice Chair and Opposition Spokesperson of the Committee, the Council Leader and the Chief Executive, to set the criteria for the allocation of funds, agree the process for the distribution of funds and to allocate the first tranche of funding following consultation with the Town Centre Fund Panel. A list of projects approved by Officers was tabled at the meeting.

Having considered the content of the report and the work undertaken to distribute the Fund to eligible projects, the Committee **agreed:-**

- (1) to acknowledge the use by the Director of Infrastructure Services of delegated powers, as provided in the Scheme of Governance by reason of special urgency, following consultation with the Chair, Vice-Chair and Opposition Spokesperson, Council Leader and Chief Executive to:
 - (a) set the criteria to be used for the distribution of the Town Centre Fund in Aberdeenshire;
 - (b) agree the process for the distribution of the Funds in Aberdeenshire;
 - (c) approve the projects in the first round as detailed in the paper tabled at the meeting,
- (2) to delegate authority to the Director of Infrastructure Services to approve future applications to the Town Centre Fund in line with the agreed criteria and process, following consultation with the Chair, Vice-Chair and Opposition Spokesperson, Council Leader and Chief Executive for the 2019/2020 financial year; and
- (3) that the Director of Infrastructure Services report back to Committee with details of future applications approved and include a clearer definition of the projects.

20. BUSINESS CASE FOR VEHICLE REPLACEMENT – PROCUREMENT APPROVAL

With reference to the Minute of Meeting of the Committee of 14 March, 2019 (Item 16) when the Directorate Work Plan for 2019-20 had been approved, there was circulated a report dated 29 March, 2019 seeking the approval of Business Cases for the procurement of cars, vans and tippers up to 3.5 tonne and refuse collection vehicles.

Having heard from the Head of Transportation, the Committee **agreed:-**

- (1) to approve the Business Case for Scotland Excel and Crown Commercial Service (CCS) Car and LCV Purchase Framework RM6060 (Purchase of Cars, Vans and Tippers up to 3.5 tonne) as detailed in Appendix 1 of the report;

- (2) to approve the Business Case for the replacement of Refuse Collection vehicle as detailed in Appendix 2 of the report; and
- (3) not to reserve the award of contracts and to note that these would be dealt with by the Head of Transportation under delegated powers.

ITEMS FOR NOTING

- (a) Minute of the Planning and Building Standards, Member/Officer Working Group Meeting of 12 September, 2019 (Appendix A).
- (b) Minute of Fisheries Working Group Meeting of 23 January 2019 (Appendix B).
- (c) Minute of North East Scotland Transport Partnership Meeting of 13 February 2019 (Appendix C).

APPENDIX A

ABERDEENSHIRE COUNCIL

PLANNING & BUILDING STANDARDS MEMBER/OFFICER WORKING GROUP

WOODHILL HOUSE, ABERDEEN, 12 SEPTEMBER 2018

Present: Cllr Peter Argyle (Chair), Cllr David Aitchison, Cllr Martin Ford, Cllr Alastair Forsyth, Cllr Ian Mollison Cllr Norman Smith

Apologies: Cllr John Cox and Cllr Fergus Hood

Officers: Bruce Stewart, Planning Service Manager (BPS)
Kenny Simpson, Building Standards Manager (KS)
Maureen Corley, Planning Service Manager (MC)
Piers Blaxter, Policy Team Leader (PB)
Fraser Napier, Admin Support Assistant (Minutes)

1. **Minute of Meeting of Planning and Building Standards Member/Officer Working Group of 25 April, 2018**

The Minute of 25 April 2018 was approved.

2. **Fraserburgh Shop Publication**

MC advised that the Fraserburgh 2021 Project was a grant scheme and could be used for shopfront improvements. It was hoped that a specific project would begin work soon.

Peterhead had a similar scheme in the past that caused some conflict with shop owners as it had little variation. A sensitive approach in Fraserburgh would be used.

3. **Building Standards Update**

KS advised that Building Standards were currently unable to meet their target of responding to 95% of applications within 20 days, but that they managed to respond to 91% within that timeframe.

In 2017 Aberdeenshire was assessed to be a strong performing Authority, and therefore, had been appointed the right to be verifiers of Building Regulations for the next 6 years. Aberdeenshire Council, Building Standards was recognised as one of the top 3 performing authorities in Scotland.

On 1 July 2017 a fee increase came into force for the first time in 10 years. The fee for undertaking unauthorised works increased by 300%.

In December 2017 the Building Standards Division carried out a National Customer Service Survey, Aberdeenshire Council scored 8.4 out of 10, which is better than the national average of 6.7 out of 10.

KS advised that there were arguments for and against going paperless in Building Standards and that tablets will be used in place of paper-based plans on a case-by-case basis.

A staffing age profile has found that over 50% of the Aberdeenshire Building Standards staff are over 50 years old and Service is looking at succession planning.

4. Local Development Plan Update

PB advised that there has been significant progress on the LDP since the last MOWG. All bid sites have been discussed with CCs, Area Committees and relevant services within the council. So far there has been very positive feedback from Members.

Settlement appendices have been developed for inclusion in the LDP. A MIR would be considered by Area Committees during October.

Key issues: SDP have increased the number of new houses that need to be found in Aberdeenshire, and this is proving not to be easy. PB advised that they are looking to accept reserve sites, sites that are not ideal but are good enough to be accepted. This increase in housing numbers may not be popular with communities.

PB advised that 19 main issues have been identified that are considered worthy of debate in the MIR. It was intended to publish a draft proposed LDP document along with the MIR.

The draft proposed LDP will not be published to Area Committees, but it would be available electronically on the public Aberdeenshire Council website.

In terms of the Strategic Environmental Assessment, an Environment Report would be required to be prepared to show how we are taking our environmental responsibilities on board. Joseph Somevi, who specialised on that topic, was no longer available, so the Policy team have had to take on that role.

A Planning Education Scheme has been set up and will be led by the Planning Information & Delivery Team, who will go to secondary schools in the near future to talk about planning and what students think about the MIR.

The draft MIR is going to Area Committees, where Councillors were being asked to "sense check" the document. The main risk with the MIR is the housing numbers, and the increase in number is likely to cause concerns for a number of affected communities.

5. Date of Next Meeting

21 November 2018 (14:00 in Committee Room 2)

6. Proposed Meeting Dates for 2019

Wednesday 13 March 2019

Wednesday 12 June 2019

Wednesday 11 September 2019

Wednesday 11 December 2019

(All meetings will start at 14:00 in Committee Room 2)

APPENDIX B

FISHERIES WORKING GROUP

WOODHILL HOUSE, ABERDEEN

WEDNESDAY, 23 JANUARY 2019

Present: Councillors I Sutherland (Chair), C C Buchan, M Findlater, S W Smith, A Kille); A Allan; M Roy; P Johnston

Apologies: None

Officer: Derek McDonald, Industry Support Executive (Rural and Maritime);

1. DECLARATION OF MEMBERS' INTERESTS

The Chair asked members 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 making decisions on the undernoted items of business, the Working Group **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 their decision.

3. MINUTE OF MEETING OF 12th SEPTEMBER 2018

The Minute of the Meeting of 12th September 2018 had been circulated. Cllr Smith pointed out that the venue was incorrectly noted as Woodhill House when in fact the meeting was held at Fraserburgh Community and Sports Centre. The minute was otherwise **agreed** as a correct record.

4. MATTERS ARISING

There were three action points from the last meeting. Derek McDonald provided a progress update on each point. There were no further matters arising.

5. PRESENTATION: SUSTAINABLE FISHERIES BY JENNIFER MOUAT, THE AEGIR CONSULTANCY

The Chair introduced Jennifer Mouat, an independent fisheries consultant who specialises in delivering internationally recognised sustainability accreditation for the Scottish fisheries sector and more recently in the development of fishing gear to enhance catch selectivity. Ms Mouat started by outlining the Total Allowable Catch limits for 2019 as they currently stand (they are subject to confirmation) and noted sharp cuts in North Sea cod and haddock (32%

and 31% respectively) compared to 2018, and the zero quota for West of Scotland cod which was expected to create major issues for the fleet. However there had been significant increases in the TACs for hake, saithe, monkfish and Rockall haddock.

Ms Mouat then went on to describe the work of GITAG, the Gear Innovation and Technology Advisory Group. Formed in 2015 and led by the Scottish Fishermen's Federation, the Group's aim is to develop and trial innovative fishing gear to find practical solutions to reduce the level of fish discards. The work of the Group has mostly been funded by Scottish Government and European Maritime and Fisheries Fund (EMFF). Ms Mouat described the geographic and sectoral scope of the project and some of the innovations currently under development to reduce the volume of small fish (below 'Minimum Conservation Reference Size') and non-target species ending up in the cod end. Gear trials in the flume tank in Hirtshals, Denmark had been particularly useful in fine tuning performance and precision.

Ms Mouat concluded her presentation with a summary of the Scottish Fisheries Sustainable Accreditation Group (SFSAG) and its track record in achieving stock sustainability accreditation for Scottish fisheries. Created in 2006, SFSAG delivered Marine Stewardship (MSC) accreditation for North Sea haddock in 2007. Subsequent successes include North Sea/West of Scotland saithe, North Sea cod in 2017 (hugely significant), and the addition of West of Scotland haddock, whiting, hake, plaice and Rockall haddock in 2018. The beneficial impact of the work of SFSAG was revealed by an analysis of the main whitefish species which revealed that 81% of haddock landed in the UK in 2017 was MSC accredited, while the figures for saithe, cod and whiting were 81%, 73% and 73% respectively.

Questions were asked on the marine science underpinning stock assessments, on the technical details of innovative gear under GITAG and on potential fisheries impacts posed by the proposed Southern Trench Marine Protected Area (off the north Aberdeenshire coast). The Chair thanked Ms Mouat for her excellent presentation.

Action point 1: Derek McDonald to forward supplementary information from Ms Mouat to members.

Action point 2: Derek McDonald to circulate presentation slides

6. NESFLAG PROGRAMME UPDATE REPORT

There had been circulated a NESFLAG update report dated January 2019 by Jamie Wilkinson, NESFLAG Coordinator which set out the background to NESFLAG programme, its budget and the timeline for its completion (December 2020). It was noted that the budget for North Aberdeenshire and for Angus was now on the verge of being fully committed but that £120,000 remained in the pot for South Aberdeenshire. The report included details of the 22 projects already approved. Questions arose from members on the likelihood of unspent funds from elsewhere in Scotland being made available to NESFLAG (unlikely) and on project cashflow challenges for applicants lacking financial wherewithal to incur and settle project expenditure prior to making claims (which are paid in arrears by Marine Scotland on proof of payment). Members will be kept informed of progress of the NESFLAG programme at future meetings. Further details are available at <http://nesflag.org.uk/>

7. BULLETIN: ANISAKIS

There had been circulated a report dated 14 January 2019 by the Head of Economic Development which provided Members with an update on the issue of the Anisakis parasite in whitefish species. The Managing Director of Whitelink Seafoods Ltd had explained during a visit by FWG on 12 September 2018 to the factory that whitefish caught in Scottish waters enjoyed a quality advantage over the same species caught in more southerly waters in that levels of parasitism were significantly lower and that steps should be taken to preserve that natural advantage. The issue had also been raised at the NE Scotland Fisheries Development Partnership meeting in Peterhead on 2 November. Mr Stewart Stevenson MSP was present and undertook to raise the matter with Mr Ewing, Cabinet Secretary for the Rural Economy. On 26 November 2018 a letter arrived from Mr Stevenson, attached to a letter from Mr Ewing which set out the Scottish Government's view on Anisakis - that the population density of marine mammals was the principal driver and that onboard treatment of fish offal before discharge at sea would not be cost-effective in reducing Anisakis levels.

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

8. BULLETIN: FISHERIES PROTECTION FLEET

There had been circulated a report dated 14 January 2019 by the Head of Economic Development which provided Members with an update on correspondence received from Marine Scotland on the issue of the adequacy of the fisheries protection fleet post-Brexit. No response had been received from DEFRA.

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

9. BULLETIN: SCOTTISH SEAFOOD ASSOCIATION UPDATE

There had been circulated a report dated 14 January 2019 by the Head of Economic Development which provided Members with an update on the progress being made by the Scottish Seafood Association (SSA), most notably on the launch in December 2018 of the NESFLAG-funded Seafood Industry Workplace Ready scheme, a two-week training programme free of charge to trainees to help them prepare for a career in the seafood industry. Members were encouraged to disseminate news of this new training opportunity.

<https://www.scottishseafoodassociation.com/wp-content/uploads/2019/01/Introduction-to-Fish-Processing-6.12.18.pdf>

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

10. ANY OTHER BUSINESS

Derek McDonald provided a brief verbal update on the proposed Southern Trench MPA, on the recent Seafish Information Note on NE Atlantic Mackerel and on the Seafish Briefing Paper on business rates for fish processors in NE Scotland, dated November 2018.

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

Action point 3: Derek McDonald to circulate links to enable Members to obtain further information on the above.

8. DATE OF 2019 MEETINGS

- 10am on 15 May 2019 in Peterhead (venue and site visit tbc)
- 10am on 11 September 2019 in Banff/Macduff (tbc)

NORTH EAST OF SCOTLAND TRANSPORT PARTNERSHIP

Minute of Meeting of the North East Scotland Transport Partnership Board

Aberdeen, Wednesday, 13 February 2019

Present: Councillor Peter Argyle (Chairperson); Councillor Sandra Macdonald (Vice Chairperson) and Dr Margaret Bochel (Vice Chairperson); and Councillors Philip Bell, Alex Nicoll and Jennifer Stewart (Aberdeen City Council), Councillors David Aitchison, John Cox and Ian Mollison (substituting for Councillor Colin Pike) (Aberdeenshire Council); and Mr Gerry Donald.

In Attendance: Rab Dickson, Louise Calder, Kirsty Chalmers Derick Murray and Kelly Wiltshire (Nestrans); Gale Beattie, Mark Masson, Joanna Murray and Robert Templeton (Aberdeen City Council); and Paul Finch, Andrew Leil and Ewan Wallace (Aberdeenshire Council).

Apologies: Councillor Colin Pike, Ian Ross and George Mair.

The agenda and reports associated with this minute can be found at:-
<http://www.nestrans.org.uk/about-nestrans/board-meetings/>

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

DECLARATIONS OF INTEREST

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

- (1) The Chairperson declared an interest in relation to item 6(b), (Publications and Consultations), specifically relating to the Cairngorms National Park – Proposed Local Development Plan update by virtue of him being a Council appointed Board member of Cairngorms National Park Authority. He considered the nature of his interest did not require him to leave the meeting and therefore chose to remain in the meeting for consideration of the item;
- (2) Councillor Cox declared an interest in relation to item 3(b), (Aberdeen International Airport Consultative Committee) by virtue of him being a Council appointed member of the aforementioned Committee. He considered that the nature of his interest did not require him to leave the meeting and therefore chose to remain in the meeting for consideration of the item; and
- (3) Gerry Donald declared an interest in relation to item 11, (Health and Transport Coordinator) by virtue of him being an employee of NHS Grampian and also as Chair of the Health Transport Action Plan which has an accountability to the Coordinator post. He considered that the nature of his interest required him to leave the meeting and he therefore took no part in the consideration of the item.

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MINUTE OF BOARD MEETING, 12 DECEMBER 2018

2. The Board had before it the minute of its previous meeting of 12 December 2018, for approval.

The Board resolved:-

to approve the minute as a correct record.

DIRECTOR'S REPORT

3. 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:-

- Transport Scotland and RTP's meeting held in Dundee on 9 January 2019 in relation to workplace parking charges; and
- City Region Deal Transport Working Group meeting held in Aberdeen on 22 January 2019.

The Board resolved:-

to approve the recommendation.

BOARD APPOINTMENT TO THE ABERDEEN INTERNATIONAL AIRPORT CONSULTATIVE COMMITTEE

4. The Board had before it a report which sought approval of the appointment of a Nestrans representative on the Aberdeen International Airport Consultative Committee.

The report recommended:-

that the Board agree a Nestrans nomination to the Airport Consultative Committee.

The Board resolved:-

to nominate Dr Maggie Bochel as the Nestrans representative on the Airport Consultative Committee.

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MEARNS STATIONS CAR PARKING STUDY

5. The Board had before it a report which detailed the outcomes from the Mearns Railway Stations Car Parks study that took place in 2018 and recommended options to move forward.

The report recommended:-

that the Board –

- (a) note the outcomes of the Mearns Stations Car Parking Study; and
- (b) instruct officers to:-
 - (1) continue to work in partnership with Aberdeenshire Council and with ScotRail and Network Rail to progress a potential small extension to provide additional parking spaces at Portlethen;
 - (2) continue to work with ScotRail, Network Rail and Aberdeenshire Council to progress potential new parking spaces as an extension to the existing car park at Stonehaven;
 - (3) consider future options for a small extension to car parking in Laurencekirk;
 - (4) make representations in respect of the Aberdeenshire Local Development Plan that the stations and car parking should be identified as key issues for each of these towns; and
 - (5) make representations that the Aberdeenshire Local Development Plan should protect the land at Kirkton Road, currently used as a Roads Depot as a potential long-term location for a further car park to serve Stonehaven station.

The Board heard from Rab Dickson who outlined the key findings of the survey and study.

The Board resolved:-

to approve the recommendations.

CIVITAS PORTIS PROJECT UPDATE

6. The Board had before it a report which provided an update on the European project Civitas Portis.

The report recommended:-

that the Board note progress on the Civitas Portis project.

The Board heard from Rab Dickson who highlighted progress in relation to (1) a Freight Distribution Strategy which had now been completed and would be uploaded to the Nestrans website; (2) the appointment of a Freight Advisor who would liaise with Aberdeen Harbour Board and freight companies; (3) Park and Ride Research including the preparation of an action plan to increase patronage; (4) travel planning to encourage modal shift from single occupancy car drivers in the North Dee area indicating that the next engagement event would be held on 20 March 2019 in Aberdeen Altens Hotel; and (4) improving walking and cycling opportunities.

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The Board resolved:-

to approve the recommendation.

RAIL ACTION PLAN UPDATE

7. The Board had before it a report which provided an update on a number of rail related issues.

The report recommended:-

that the Board –

- (a) note the contents of this report and progress in regard to rail matters; and
- (b) authorise officers to progress car park proposals at Dyce station in partnership with Aberdeen City Council and Abellio ScotRail and report back to a future meeting with detailed proposals.

Rab Dickson highlighted the following items for members' attention:-

- Insh Station access – consultants to be appointed following tender exercise to undertake an options appraisal for improving access particularly for passengers with mobility difficulties;
- Revolution in Rail - a breakfast briefing event on Monday, 4 March 2019, in the Jurys Inn Hotel, Aberdeen about the forthcoming Aberdeen to Inverness railway works, the closure of the line between May and August 2019, and the plans that are being made for the rail replacement buses; and
- Dyce Station improvements – A meeting has been organised with Abellio ScotRail who are considering the implementation of a possible extension to the car park.

The Board resolved:-

- (i) to approve the recommendations;
- (ii) to note that a report in relation to the Fraserburgh and Peterhead to Aberdeen Strategic Rail Study would be submitted to the next Board meeting in April 2019; and
- (iii) to note that Alex Haynes, Managing Director of the ScotRail/Network Rail Alliance would be attending the next Board meeting in April 2019.

PROGRESS REPORT

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

Rab Dickson provided an update in relation to a query regarding the A96 dualling route from Aberdeen to Inverness, indicating that he and Ewan Wallace had attended a meeting on 31 January 2019 with Transport Scotland and their consultants. He indicated that the project was being progressed in four sections with Amey Arup appointed as lead contractor on the section between east of Huntly and the AWPR. He intimated that options would be issued for stakeholder consultation between Spring and Autumn 2019 following which a preferred option would be identified.

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The Board resolved:-

to note the content of the progress report.

PUBLICATIONS AND CONSULTATIONS

9. 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 –

- (a) approve the proposed response in Appendix A as Nestrans' representation on Aberdeenshire Council's Local Development Plan 2021 Main Issues Report; and
- (b) approve the proposed response in Appendix B as Nestrans' representation on the Cairngorms National Park Proposed Local Development Plan.

The Board resolved:-

to approve the recommendations.

2018/19 BUDGET MATTERS

10. The Board had before it a report which provided an update on the Partnership's 2018/19 monitoring and forecast out-turn 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;
- (b) approve the virements set out in Appendix 2;
- (c) approve the request for delay in drawdown presented in Appendix 3;
- (d) note the change of strategic maintenance funding to Great Northern Road;
- (e) note the Strategic Transport Fund position; and
- (f) note the projects for which Nestrans will receive funding from Sustrans for delivery by mid May 2019.

The Board resolved:-

to approve the recommendations.

2019/20 BUDGET PROPOSALS

11.

The Board had before it a report which sought approval of the 2019/20 budget, subject to funding being confirmed.

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The report recommended:-

that the Board –

- (a) approve the 2019/20 Budgets of £1,026,350 and £5,808,315 with programmes as detailed in Appendices 1 and 2, subject to funding levels being confirmed and making any appropriate adjustments following the Board's consideration;
- (b) note the potential for additional funding for cycle schemes by Sustrans; and
- (c) note the reserve list of projects detailed in Appendix 3.

Andrew Leil advised that the proposed budget may be subject to future amendment by the Board, following final confirmation of budget allocations by both local authorities when setting their budgets.

The Board resolved:-

to approve the recommendations.

INFORMATION BULLETIN

12. 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.

Rab Dickson made reference to the agreed changes to safety camera site prioritisation criteria, Transport Scotland's traffic forecasts 2014-2037 and the Getabout website.

The Board resolved:-

to approve the recommendation.

CONFERENCES AND PRESENTATIONS

13. 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

14. 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.

The report recommended:-

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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.

In terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, the Board agreed to consider the following item with the press and public excluded from the meeting, so as to avoid disclosure of information of the classes described in paragraph 1 of Schedule 7(A) to the Act.

HEALTH & TRANSPORT CO-ORDINATOR - EXEMPT

15. The Board had before it a report which sought approval to extend continuation of Nestrans part funding the post of Health and Transport Co-ordinator and to agree to part funding the post as a permanent post rather than a contract position.

The report recommended:-

that the Board agree to commit funding from future budgets under the Health and Transport line of a sum equal to half the employment costs of a Health and Transport co-ordinator.

The Board resolved:-

to approve the recommendation.

As described in paragraph 50A of the Local Government (Scotland) Act 1973, the following item contained personal or sensitive personal information about a particular person(s), therefore the press and public were excluded from the meeting.

TEMPORARY DELEGATION OF NESTRANS DIRECTOR POWERS - CONFIDENTIAL

16. The Board had before it a report which sought approval for the temporary delegation of the powers granted to the Nestrans Director to the Transport Strategy Manager for 'housekeeping' purposes during an anticipated prolonged period of absence.

The report recommended:-

that the Board –

- (a) approve that during a planned period of prolonged absence of the Director, that the Director may sub-delegate the following powers and appointment temporarily to the Transport Strategy Manager:-
 - (1) the delegation of powers granted to the Director as set out in Appendix 1; and

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- (2) the appointment as Nestrans' proper officer;
all subject to the following conditions:- (i) the period of planned absence of the Director is greater than 3 weeks; (ii) the date of commencement and planned end of that absence is notified to the Board; and (iii) that where an extension of the sub-delegations contained in recommendations (1) and (2) above is required for a period greater than that so notified, that the extension is approved by the Board;
and
- (b) instruct a review of the Director's delegated powers to be undertaken and reported back for consideration later this year.

The Board resolved:-

to approve the recommendations.

- **COUNCILLOR PETER ARGYLE, Chairperson.**