

## ABERDEENSHIRE COUNCIL

### INFRASTRUCTURE SERVICES COMMITTEE

**WOODHILL HOUSE, ABERDEEN, 20 JUNE, 2019**

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

**Apologies:** Councillors S Smith and R Withey.

**Officers:** Director of Infrastructure Services, Head of Service (Transportation), Head of Service (Roads, Landscape Services and Waste), Head of Service (Economic Development and Protective Services), Planning Service Manager (M Stewart), Acting Planning Service Manager (N Stewart), Accountancy Finance Manager (S Donald), Principal Solicitor, Legal and Governance (R O'Hare) and Principal Committee Officer.

#### 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 6 – Councillor Cox by virtue of hospitality received from the applicant and left the meeting and took no part in the decision; and Councillor Findlater as a Local Ward member and as a member of the Banff and Buchan Area Committee and having applied the objective test he concluded that he had no interest to declare;
- (ii) Item 8 – Councillor Ingram by virtue of receiving a pension from Grampian Regional Council and took no part in the vote;
- (iii) Item 11 – Councillors Aitchison, Argyle, Carr, Cox, Mollison and Pike as substantive and substitute members of NESTRANS for which a specific exclusion applied and they remained in the meeting; and
- (iv) Item 19 – Councillor Argyle as the Aberdeenshire Council Director of Visit Aberdeenshire and left the meeting and took no part in the item.

#### 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 Sections 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, to exclude the public from the meeting during consideration of the items shown below so as to avoid disclosure of exempt information of the class described in undernoted paragraphs of Part 1 of Schedule 7A of the Act.

<b>Item No</b>	<b>Paragraph No of Schedule 7A</b>
18	8
19	6 & 8

**3. MINUTE OF MEETING OF INFRASTRUCTURE SERVICES COMMITTEE OF 16 MAY, 2019.**

The Committee had before them, and **approved** as a correct record, the Minute of Meeting of the Committee of 16 May, 2019 which was thereafter signed by the Chair.

**4. FARON MCLELLAN, KIMO UK CO-ORDINATOR, ROADS, LANDSCAPE AND WASTE SERVICES.**

The Chair welcomed Faron McLellan, KIMO UK Co-Ordinator, who addressed the Committee and provided a brief overview of the aims and membership of KIMO, a local authorities international environmental organisation established in 1990 working to protect, preserve and enhance northern Europe's marine and coastal environment, of which Aberdeenshire Council was a member and an update on current projects and interests for KIMO including the Artificial Turf "Pitch In" project, the aim of which was to reduce harmful microplastic emissions into the environment from artificial grass playing fields, and the Fishing for Litter project, the aim of which was to reduce marine litter through involvement of key stakeholders – the fishing industry, ports and harbours.

She responded to questions from Members on funding for KIMO and ongoing projects; costs associated with the disposal of waste from the Fishing for Litter project including opportunities for reuse; and raising awareness of the KIMO best practice guidelines produced for Artificial pitch users to mitigate the impact.

The Chair, on behalf of the Committee, thanked Faron for attending and for her informative presentation.

**5. PLANNING APPLICATION APP/2019/2217 - FULL PLANNING PERMISSION FOR ERECTION OF DWELLINGHOUSE AT LAND AT BEECH HEDGES, STUARTFIELD, ABERDEENSHIRE**

With reference to the Minute of Meeting of the Buchan Area Committee of 23 April, 2019 (Item 4B) there had been circulated a report dated 7 May, 2019 by the Director of Infrastructure Services on an application for full planning permission for the erection of a dwellinghouse at land at Beech Hedges, Stuartfield, Peterhead.

The report explained that the application had been referred to the 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 Chair advised that a request to speak had been received from the applicant's agent and the Committee **agreed** to hear from Claire Raper of Baxter Design Company prior to determination of the application.

The Acting Planning Service Manager reported on the detail of the application, site location and layout, access arrangements, house design and materials, planning history of the application site and within the locality and Local Development Plan provision for growth of up to 10 new houses within the current Plan period, which he advised had now been exceeded. The application was considered to be contrary to policy and was recommended for refusal.

The Committee then heard from Ms Raper who referred to supporting information submitted, Area Committee support for the development, relevant Local Development Plan policies, no objections having been received in respect of the development and to consent previously granted for planning permission in principle on part of the site and the offer from the applicant to adjust the site boundary to allow the application to be considered as a matters specified in conditions (msc) application which was not accepted by the Service. In conclusion, she urged the Committee to support the application.

There were no questions for Ms Raper from Members of the Committee.

The Acting Planning Service Manager restated the Local Development Plan provisions for settlement growth and confirmed planning approvals in place for development in the Stuartfield settlement within the current plan period.

Following discussion, Councillor Ingram moved, seconded by Councillor Pike, that the application be approved under delegated powers subject to appropriate conditions. The reason for the departure from policy being based on the site being an appropriate location for this type of development, given the number of houses that are already built along the section of road, the proposal represents organic growth to the east of the village, and the proposal is in-keeping with the location.

As an amendment, Councillor Argyle moved, seconded by Councillor Mollison, that the application be refused as recommended for the following reason –

The proposal fails to comply with Policy R2 Housing and employment development elsewhere in the countryside of the Aberdeenshire Local Development Plan 2017. There is no remaining capacity for the expansion of Stuartfield under the Organic Growth criteria, and the proposed development does not meet any other criteria of Policy R2, and therefore the proposal is contrary to the provisions within the Local Development Plan.

Members of the Committee voted –

- |                   |      |  |
|-------------------|------|--|
| for the motion    | (11) | Councillors Agnew, Aitchison, Allan, Carr, Cox, Findlater, Ingram, Johnston, Lonchay, Pike and Reid. |
| for the amendment | (3)  | Councillors Argyle, Latham and Mollison.   |

The motion was carried and the Committee **agreed:**

- (1) to delegate authority to the Head of Planning and Building Standards to grant Full Planning Permission subject to:
  - (a) conclusion of Developer Obligations; and
  - (b) conditions to cover the following matters:
    - i. Roads and access;
    - ii. Foul and surface water drainage and public water supply arrangements;
    - iii. Energy Statement; and
    - iv. Boundary enclosures and Landscaping
- (2) the reasons for the departure from policy being based on –
  - (a) the site is an appropriate location for this type of development,
  - (b) given the number of houses that are already built along the section of road, the proposal represents organic growth to the east of the village, and
  - (c) the proposal is in-keeping with the location.

**6. PLANNING APPLICATION APP/2019/0164 - FULL PLANNING PERMISSION FOR ALTERATIONS TO SHOP FRONT (RETROSPECTIVE) AT PEARTREE COFFEE HOUSE AND BISTRO AT 61 HIGH STREET, FRASERBURGH.**

With reference to the Minute of Meeting of the Banff and Buchan Area Committee of 7 May, 2019 (Item 5A) there had been circulated a report dated 14 May, 2019 by the Director of Infrastructure Services on an application from an elected member of the Banff and Buchan Area Committee for full planning permission for Alterations to Shop Front (Retrospective) at Peartree Coffee House and Bistro at 61 High Street, Fraserburgh.

The report explained that the application had been referred simpliciter to the Infrastructure Services Committee for determination as the Banff and Buchan Area Committee had taken the view that it would be more appropriate for the application to be considered by a Committee that would consider the application completely impartially rather than by the Area Committee which had a closer working relationship with the applicant.

The Acting Planning Service Manager reported on principal planning issues relating to layout and design and impact on the character of the existing building and surrounding area. It was considered that the retrospective application complied with Local Development Plan policy and was recommended for approval.

The Committee **agreed:**

- (1) to grant Full Planning Permission; and
- (2) the reason for the decision as follows -

The proposed development accords with Policy P1 and Policy HE2 of the Aberdeenshire Local Development Plan 2017 and there are no material considerations which indicate that permission should be refused.

## **7. KINTORE RAILWAY STATION DELIVERY ARRANGEMENTS.**

With reference to the Minute of Meeting of the Policy and Resources Committee of 17 November, 2016 (Item 21), there had been circulated a report dated 3 June, 2019 by the Director of Infrastructure Services on the delivery and funding arrangements for the new railway station at Kintore. The report explained that delivery of a new railway station at Kintore had been a longstanding ambition of Aberdeenshire Council, Nestrans and the local community, that construction of the station was now underway as part of the wider Aberdeen to Inverness rail improvement project, and provided an update on the overall delivery arrangements, railway station facilities, construction programme, art project, railway station benches and funding for the scheme.

The Head of Transportation introduced the report and responded to Members questions on the provision of parking spaces, historic benches and charging points for electric vehicles, the potential for further changes to the scheduled delivery programme and on public art proposals.

Thereafter, the Committee **agreed**:

- (1) to acknowledge the progress and development of the delivery of Kintore Railway through partnership working with Nestrans, Transport Scotland, Network Rail and ScotRail; and
- (2) to accept further updates on the progress of the implementation and delivery arrangements for the new Station.

## **8. OUTCOME OF CONSULTATION ON THE ABERDEENSHIRE COUNCIL (OFF-STREET PARKING) DRAFT ORDER.**

With reference to the Minute of Meeting of the Council of 17 January, 2019 (Item 6), there had been circulated a report dated 4 June, 2019 by the Director of Infrastructure Services on the outcome of the statutory and public consultation exercise undertaken in respect of the Aberdeenshire Council (Off-Street Parking) Draft Order. The report advised that two responses had been received during the statutory consultation and 73 responses had been received during the public consultation. A summary of the consultation responses received, outstanding objections, and the Council's responses was provided in Appendix 5.

The Head of Transportation introduced the report, making reference to the number of consultation responses received and the Officer responses to those representations, advised that the content of the objections did not establish any grounds for modifying the proposals previously approved by Full Council and recommended that the Committee authorise Officers to make and implement "The Aberdeenshire Council (Off-Street Parking) Order 2019" to allow the changes to be put in place effective from 1 September 2019.

Thereafter, Councillor Argyle moved, seconded by Councillor Cox, that the Committee approve the Officers' recommendations to make and implement "The Aberdeenshire Council (Off-Street Parking) Order 2019" as recommended and detailed in the report.

Councillor Aitchison moved as an amendment, seconded by Councillor Reid, that the Committee –

- (1) agree, having regard to the objections received, not to authorise the making and implementation of "The Aberdeenshire Council (Off-Street Parking) Order 2019" in accordance with the proposals approved by Full Council on 17 January 2019; and
- (2) agree a revised tariff proposal of a first 30min free period in each pay and display car park, including Huntly, and an increase in tariff in longer time bands of > 30min to 2hrs

at £2.00, 2-3hrs at £3.00, 3-5hrs at £5.00 and > 5hrs at £7.50 with a view to achieving full cost recovery to be included in the Schedule to go out with an Aberdeenshire wide Off Street Parking Order for Statutory and Public Consultation.

Members of the Committee voted –

for the motion	(9)	Councillors Argyle, Agnew, Carr, Cox, Findlater, Latham, Lonchay, Mollison and Pike.
for the amendment	(3)	Councillors Aitchison, Allan and Reid.
declined to vote	(2)	Councillors Ingram and Johnston.

The motion was carried and the Committee **agreed**:

- (1) that the content of the objections received did not establish any grounds for modifying the proposals approved by Full Council on 17 January 2019;
- (2) to authorise the making and implementation of “The Aberdeenshire Council (Off-Street Parking) Order 2019” effect from 1 September, 2019 as outlined in the report; and
- (3) that the Head of Transportation review the implementation of the charges and report back, to this Committee, when a full 12 months of data was available.

#### **9. MANAGEMENT OF ON-STREET PARKING IN ABERDEENSHIRE.**

With reference to the Minute of Meeting of the Committee of 25 January, 2018 (Item 12), there had been circulated a report dated 3 June, 2019 by the Director of Infrastructure Services on a proposal to revisit the work previously undertaken on the feasibility of Decriminalised Parking Enforcement (DPE) in Aberdeenshire following positive feedback from a recent consultation exercise on proposed changes to how off-street car parking is managed in Aberdeenshire, which indicated support for such action as a means to improve the management of town centre parking and aid the vitality of town centres.

The Committee **agreed** that the feasibility of introducing Decriminalised Parking Enforcement in Aberdeenshire be revisited as proposed.

#### **10. VEHICLE AND PLANT REPLACEMENT STRATEGY 2019-2029.**

With reference to the Minute of Meeting of the Policy and Resources Committee of 13 June, 2013 (Item 26) when approval had been given to a replacement strategy for vehicles and plant, there was circulated a report dated 4 June, 2019 by the Director of Infrastructure Services which (1) explained the background to the existing Vehicle and Plant Replacement Strategy, and (2) outlined a number of matters relevant to the management of the Council’s vehicles and plant.

Having heard from the Head of Transportation on proposals to move to more fuel efficient vehicles and plant, strategic matters including the Scottish Government proposal to introduce low emission zones in cities including Aberdeen and the benefits associated with the use of telematics on vehicles, the Committee **agreed** that a draft Fleet Replacement Strategy be brought back to Committee in the Autumn of 2019.

## 11. STRATEGIC TRANSPORT UPDATE.

With reference to the Minute of Meeting of 14 March, 2019 (Item 8), there had been circulated a report dated 4 June, 2019 by the Director of Infrastructure Services on Local Transport Strategy Actions and work undertaken by the Transportation Service over the period from March to June 2019 to progress projects and initiatives. The report advised that (1) the Service had been shortlisted in the Scottish Transport Awards under the category 'Excellence in Walking, Public Realm and Cycling' for the submission on ITT (Integrated Travel Town) Masterplans, (2) work on new electric charge points along the A947 corridor was continuing, with installation expected to take place during May and June 2019, (3) the Authority had provisionally been awarded £300,000 in 2019/20 from Charge Place Scotland to continue the work laid out in the Ultra Low Emission Vehicle Delivery Plan, (4) new lessons had been added to the resource pack promoting active and sustainable travel to schools, (5) the annual I-Bike report had been published and was included as Appendix 2, and (6) Transport Scotland had published a further route option plan for the A96 East of Huntly to Aberdeen Dualling project with a reduced number of options.

The Head of Transportation introduced the report and advised that the Service had been successful in winning the award referred to at the Scottish Transport Awards, provided a further update in respect of the delivery of charging points on the A947, confirmed that the Charge Place Scotland funding included an element of maintenance costs and reminded Members of the opportunity to submit further comments on the Transport Scotland proposals on the route option plan for the A96. He responded to questions from Members on the future strategy for the delivery and maintenance of electric vehicle charging points, availability of walking and cycling maps, Transport Scotland route option proposals for the A96, management of concerns raised in respect of the impact of the Aberdeen Western Peripheral Route on the A944 junction and timescale for works on the Laurencekirk junction.

Thereafter, the Committee **agreed:**

- (1) to acknowledge the progress with projects, activities and developments taken forward by Nestrans, external agencies and stakeholders as outlined in the report;
- (2) to accept further updates on the progress of both the implementation and delivery of the Aberdeenshire Local Transport Strategy (LTS) as appropriate;
- (3) to make no further comments to Transport Scotland in relation to the revised route options published for the A96 Dualling Project; and
- (4) that Officers report back in due course on the future strategy for the delivery and maintenance of Electric Vehicle Charging Points.

## 12. ROADS WINTER MAINTENANCE REVIEW, PROGRESS REPORT.

With reference to the Minute of Meeting of the Committee of 10 May, 2019 (Item 8) when short and medium term improvements to the delivery of winter services had been approved, there was circulated a report dated 4 June, 2019 by the Director of Infrastructure Services providing an update on the delivery of those improvements including (1) online access to a grit bin location map and refill request process; (2) engagement with communities to promote the Snow Warden Scheme; (3) improvements in communication networks; (4) work with the telematics provider to develop winter service applications; (5) better use of the Met Office National Weather Warning System to facilitate advanced planning; and (6) extending the involvement of employees from non "roads" parts of the Service, including the identification and training of additional gritter/plough drivers.

The Head of Roads, Landscape Services and Waste introduced the report and responded to questions from Members on the criteria for the provision of grit bins, opportunities to further encourage residents to volunteer as Snow Warden, future budget provision for severe weather events and advanced preparation including clearing of gullies.

The Committee **agreed**:

- (1) to endorse the improvements introduced for the 2018/19 winter season as detailed in the report;
- (2) to acknowledge the ongoing medium term improvements; and
- (3) to note that consideration would be given to winter and other emergencies base funding levels as part of the upcoming budget setting process.

Councillors Agnew and Lonchay left the meeting at this point in the proceedings.

### **13. TERMS OF REFERENCE FOR HARBOUR STEERING GROUP AND UPDATE ON DUTY HOLDER**

With reference to the Minute of Meeting of 14 March, 2019 (Item 17) when it had been agreed that Officers report back on a number of actions arising from the Maritime Coastguard Agency ("MCA") Health Check, in particular the establishment of a Harbours Steering Group and the role of the Committee as the Duty Holder under the Port Marine Safety Code (PMSA), there had been circulated a report dated 4 June, 2019 by the Director of Infrastructure Services on the proposed Terms of Reference for the Harbour Steering Group together with options for the role of Duty Holder and clarifying the position in respect of the Council's liability in that regard.

Having heard from the Head of Roads, Landscape Services and Waste, the Committee **agreed**:

- (1) to approve the Terms of Reference for the Harbour Steering Group at Appendix 1 in the report, subject to the inclusion of a maximum term of office (one Council Term suggested) for the Chair/Vice Chair;
- (2) to note the update provided on the role of Duty Holder under the Port Marine Safety Code;
- (3) to instruct the Head of Roads, Landscape Services & Waste to report back to Committee at its meeting on 3 October 2019 with recommendations for the Duty Holder role;
- (4) that a weekly briefing be issued to Infrastructure Services Committee members as duty holders until such times as the new duty holder arrangements were in place; and
- (5) that the requirement for Duty Holder training of substitute Members of the Committee be agreed by the Steering Group.

### **14. FOOD AND DRINK ACTIVITY BUDGET.**

There had been circulated a report dated 24 May, 2019 by the Director of Infrastructure Services, outlining the work being undertaken to support the food and drink sector in Aberdeenshire and seeking approval of a contribution of £47,005 in 2019/20 towards total

project costs for Food and Drink Activity of £212,525 undertaken by Opportunity North East (ONE).

The Head of Economic Development and Protective Services introduced the report and outlined activities being undertaken by ONE in the areas of food and drink, one of the areas of focus for the Economic Development Team, and advised that a fuller report would be brought forward in due course on wider support provided to all sectors including agriculture and fisheries.

The Committee **agreed:**

- (1) to endorse the work undertaken to support the food and drink sector in Aberdeenshire;
- (2) to approve a contribution of up to £47,005 by Aberdeenshire Council, towards total project costs for Food and Drink Activity of £212,525, undertaken by Opportunity North East (ONE); and
- (3) that Officers report further in due course on wider support provided to all sectors including agriculture and fisheries.

#### **15. REGIONAL ECONOMIC STRATEGY AND PARTNERSHIPS UPDATE.**

With reference to the Minute of Meeting of the Committee of 24 January, 2019 (Item 12) there had been circulated a report dated 24 May, 2019 by the Director of Infrastructure Services providing an update on work associated with the Regional Economic Strategy and regional partnerships which had a bearing on the work and direction of the Economic Development Service.

The Head of Economic Development and Protective Services introduced the report making reference to ongoing work with Area Managers on the Place Principle, Town Centre improvement work and the new Strategy being adopted by Scottish Enterprise. She responded to questions from Members on eligibility and allocation of town centre funding; the business growth programme; the contents of a proposed press release, separately circulated to Members of the Committee, on town centre funding; and on progress with the Invest Aberdeen hub.

The Committee **agreed:**

- (1) to note the content of the update report and to request that future update reports include more detailed information on the business growth programme and, in particular, on the impact of the move away from oil and gas;
- (2) that the draft press release, separately circulated to Members of the Committee for information, on town centre funding projects provide more detailed information on the green element relating to Portlethen;
- (3) to note that Scottish Enterprise had implemented a new Strategy and that an informal officers meeting would be scheduled with a view to achieving a clear understanding of future priorities; and
- (4) that the Head of Economic Development and Protective Services submit a further update report to the Committee in six months' time.

## 16. TOUR OF BRITAIN

There had been circulated a report dated 7 June, 2019 by the Director of Infrastructure Services on a proposal to host a stage of the Tour of Britain event organised by SweetSpot, a professional men's cycle race consisting of 8 stages of racing across the UK, in partnership with Aberdeen City Council in 2020 and 2021. The report explained (1) that a route for the event had not yet been decided and would be created in conjunction with the organisers to maximise the benefit for tourism, for local communities and for young people to become involved; (2) that the event takes place in September and the location of the North East would mean that the area would host the first or last stage of the race with the starting town of the 2020 race having been announced as Penzance; (3) the anticipated economic benefits of hosting the event for the area; and (4) the proposed funding model to be used.

Having heard from the Head of Economic Development and Protective Services, Councillor Reid moved, seconded by Councillor Aitchison that the Committee approve the recommendations contained in the Officer's report on condition that either the finish or grand depart be located within Aberdeenshire.

Councillor Argyle moved as an amendment, seconded by Councillor Findlater, that the Committee approve the recommendations contained in the Officer's report.

Members of the Committee voted –

for the motion	(4)	Councillors Aitchison, Allan, Ingram and Reid.
for the amendment	(7)	Councillors Argyle, Carr, Cox, Findlater, Latham, Mollison and Pike.
declined to vote	(1)	Councillor Johnston.
absent from the vote	(2)	Councillors Agnew and Lonchay

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

- (1) to underwrite the cost of the event of £100,000 per annum for two years (2020 and 2021), subject to the same level of agreement being made by Aberdeen City Council and funding being secured by SweetSpot from EventScotland;
- (2) to underwrite up to an additional £35,000 to cover the additional services that would be provided by the host location as detailed within schedule VI of the proposed contract as detailed in Appendix 1 to the report;
- (3) that the Head of Economic Development and Protective Services work with local clubs, stakeholders and schools to deliver supplementary cycling activities that capitalise on the events for enthusiasts, local businesses and children;
- (4) to delegate authority to the Head of Economic Development and Protective Services to enter into a contract, in association with Aberdeen City Council, to host the Final Stage of the Tour Britain Event in 2020 and the Grand Depart of the Tour of Britain in 2021; and
- (5) that the Head of Economic Development and Protective Services report back via a bulletin to the Committee on progress to secure the event, sponsorship and the details of the event.

## **17. BUSINESS LOANS SCOTLAND UPDATE AND CHANGE OF ARTICLES OF ASSOCIATION.**

With reference to the Minute of Meeting of the Policy and Resources Committee of 17 September, 2015 (Item 17), there was circulated a report dated 17 May, 2019 by the Director of Infrastructure Services on the progress of the Business Loans Scotland (BLS) Scheme and seeking consideration of proposals to amend the Articles of Association for BLS to enable the Council to access surplus funds and for funds to remain within the Scheme. The report explained (1) the background to the establishment of BLS formed with 27 Scottish Local Authorities becoming full members and 5 Local Authorities becoming Associate Members to provide loans of up to £100,000 to small and medium sized enterprises (SME's) in Scotland; (2) the original funding contributions from full members to provide match funding for the Scheme which was no longer required; (3) that a number of Member Authorities were now seeking to withdraw their match funding from BLS which was currently not permitted by the Articles of Association; and (4) proposed arrangements to be put in place to change the Articles of Association to allow a Member Local Authority to withdraw funds from BLS and return those funds to its Local Authority.

Having heard from the Head of Economic Development and Protective Services, the Committee **agreed**:

- (1) to note the progress of the Business Loans Scotland Scheme as detailed in the report;
- (2) to approve the proposal to amend the Articles of Association to enable the Council to access surplus funds from Business Loans Scotland; and
- (3) to approve the proposal for Aberdeenshire Council funds to remain with Business Loans Scotland.

## **18. SUPPLEMENTARY INFRASTRUCTURE SERVICES WORK PLAN – PROCUREMENT APPROVAL.**

With reference to the Minute of Meeting of the Committee of 14 March, 2019 (Item 16) when the Committee approved the Infrastructure Services Annual Key Activity, Project and Procurement Plan for 2019/2020, there was circulated a report dated 4 June, 2019 by the Director of Infrastructure Services seeking approval of the addition of the five items, detailed in Supplementary Work Plan at Appendix 1 in the report, to the Annual Key Activity, Project and Procurement Plan for 2019/2020.

The Committee heard from the Head of Transportation and **agreed**:

- (1) to approve the items on the Supplementary Work Plan and note that those items would be added to the Infrastructure Services Annual Key Activity, Project and Procurement Plan approved by the Committee on 14 March 2019; and
- (2) not to reserve approval of the Business Case for the items on the Supplementary Work Plan, where the value of the matter was between £50,000 and £1,000,000.

At this point in the proceedings, Councillor Agnew rejoined the meeting.

## **19. CONTRACT FOR TOURISM SERVICES**

The Chair, having previously declared an interest in this item, left the meeting and the Vice Chair chaired the meeting during consideration and determination of this item of business.

With reference to the Minute of Meeting of the Committee of 29 November, 2018 (Item 16) when funding towards the activities of Visit Aberdeenshire had been approved, there had been circulated a report dated 11 June, 2019 by the Director of Infrastructure Services on a proposed review of the funding arrangements previously approved for Visit Aberdeenshire for the delivery of Tourism Services in Aberdeenshire.

Having heard from the Head of Economic Development and Protective Services, the Committee **agreed:**

- (1) to note that the decision by the Committee of 28 November 2018 to enter into a Grant Agreement with Visit Aberdeenshire had not been implemented due to the circumstances set out in the report;
- (2) to endorse the addition of the contract for Tourism Services with a value of £415,000 for each year of 2019-20, 20-21, 21-22 to the Infrastructures Key Activity, Project and Procurement Plan approved by Committee on 14 March 2019 in accordance with the Supplementary Workplan at Appendix 1 in the report;
- (3) to approve the direct award of the contract for Tourism Services to Visit Aberdeenshire for the years 2019-2022, with a start date backdated to 1 April 2019; and
- (4) that the Service Level Agreement to be put in place as part of the contract with Visit Aberdeenshire be circulated to Members of the Committee for information.

#### **ITEMS FOR NOTING**

- (a) Minute of Meeting of Strategic Development Planning Authority of 26 September, 2018 (Appendix A).
- (b) Minute of Meeting of North East Scotland Agriculture Advisory Group of 5 December, 2018 (Appendix B).
- (c) Minute of Meeting of Fisheries Working Group of 23 January, 2019 (Appendix C).
- (d) Minute of Meeting of City Region Deal Joint Committee of 8 February, 2019 (Appendix D).
- (e) Minute of Meeting of Waste Management Working Group of 13 February, 2019 (Appendix E).

ABERDEEN, 26 September 2018. Minute of Meeting of the STRATEGIC DEVELOPMENT PLANNING AUTHORITY.

**Present:** Councillor Marie Boulton, Chairperson; Councillor John Cox, Vice-Chairperson; and Councillors Cooke, Forsyth (as substitute for Councillor Aitchison), Graham, Grant, Latham, Topping and Yuill.

**Apologies:** Councillors Bell and Johnston.

**Officers:** **Strategic Development Planning Authority:** Ms C McArthur, Acting Team Leader and Mr T Walsh, Senior Planner.  
**Aberdeen City Council:** Ms G Beattie, Chief Officer, Strategic Place Planning, Ms L Christie, Solicitor and Ms K Lines, Committee Services.  
**Aberdeenshire Council:** Mr B Allan, Accountant and Mr R Gray, Head of Planning and Building Standards.  
**Audit Scotland:** Ms A MacDonald, Senior Audit Manager.

## **DECLARATION OF INTEREST**

1. There were no declarations of interest.

## **MINUTE OF PREVIOUS MEETING**

2. The Authority had before it the minute of its previous meeting of 24 August 2018.

**The Authority resolved:**  
to approve the minute.

## **SDPA ANNUAL ACCOUNTS 2017-18**

3. The Authority had before it the Audited Annual Accounts, 2017/18.

**The report recommended:**  
that the Authority approve for signature the audited Annual Accounts for 2017/18.

Mr Brian Allan, Accountant, Aberdeenshire Council, spoke to the accounts and advised that the narrative contained within the accounts had been amended slightly to make them easier to understand by those not fully conversant with accounting terms.

**STRATEGIC DEVELOPMENT PLANNING AUTHORITY**  
26 September 2018

**The Authority resolved:**

to approve the recommendation and note that the accounts would be published online.

**ANNUAL AUDIT REPORT 2017-18 (REPORT BY AUDIT SCOTLAND)**

4. The Authority had before it the external auditor's annual report in respect of the 2017/18 audit of the Aberdeen City and Shire Strategic Development Planning Authority's (SDPA) annual accounts.

**The report recommended:-**

that the Authority note the auditor's report including the action plan.

Ms Anne MacDonald, Audit Scotland, explained that Audit Scotland had provided unqualified opinions on the annual accounts; the appropriateness of the governance statement, including the management commentary and the remuneration report; and the review of financial sustainability.

**The Authority resolved:**

to note the auditor's report and the action plan.

**BUDGET MONITORING POSITION AS AT 30 JULY 2018 - REPORT BY THE TREASURER**

5. The Authority had before it a report which outlined the budget monitoring position as at 30 July 2018.

**The report recommended:**

that the authority note the budget monitoring position as at 30 July 2018.

Mr Allan spoke to the report and advised that as at 30 July the only costs incurred related to staffing costs.

**The Authority resolved:**

to approve the recommendation.

**UPDATE ON THE PLANNING (SCOTLAND) BILL 2017 - STAGE 2 AMENDMENTS**

6. Ms Claire McArthur, Acting Team Leader, the Strategic Development Planning Authority, provided a verbal update on progress with regards to the Planning (Scotland) Bill 2017. As part of this briefing, members of the SDPA were advised that, at the meeting of the Scottish Parliament's Local Government and Communities Committee on 19 September 2018, an amendment to delete Section 2 of the Bill, that being the

## STRATEGIC DEVELOPMENT PLANNING AUTHORITY

26 September 2018

section that details the removal of the Strategic Development Plans and associated governance arrangements, was agreed to.

Ms McArthur further advised that this was not however the “end of the road” and that further Stage 3 amendments would be brought forward for consideration later this year.

**The Authority resolved:**

to note the verbal update.

### **DATE OF NEXT MEETING**

7. The Authority were advised that the next scheduled meeting would be Wednesday, 30 January, 2019 at 2.00pm to be held at Woodhill House and that the remaining meeting dates for 2019 would need to be discussed.

- **Councillor Marie Boulton, Chairperson.**

**NORTH EAST SCOTLAND AGRICULTURE ADVISORY GROUP****COMMITTEE ROOM 5, WOODHILL HOUSE, ABERDEEN****WEDNESDAY, 5 DECEMBER, 2018**

- Present:** **Aberdeenshire Council** – Provost W Howatson (Chair), Councillors S Duncan, J Hutchison, J Ingram, I Taylor and J Whyte  
**Aberdeen City Council** – Councillor N MacGregor  
**Angus Council** – Councillors K Braes and B Myles  
**Aberdeen & Grampian Chamber of Commerce** – A Askew Blain  
**Farm North East** – E Gillanders  
**Forestry Commission Scotland** – J Nott  
**James Hutton Institute** – Prof K Thomson  
**LANTRA** – S Howden  
**NFUS** - A Simpson and D Winton  
**Opportunity North East** – P Cook  
**SAC Consulting** – E Johnston  
**SAOS Limited** – J Booth  
**Scottish Enterprise** – G Ford  
**SEPA** - P Wright  
**Scottish Land and Estates** – F Van Aardt  
**SRUC** – Professor D McCracken and Professor C Argo  
**Visit Scotland** - J Robinson
- Apologies:** Aberdeenshire Council – Councillor D Robertson  
Aberdeen City Council – Councillors B Crockett and A MacKenzie  
Moray Council – Councillors D Bremner  
James Hutton Institute – B Slee  
Scottish Agricultural Organisation Society Ltd – B Yuill  
SRUC – K Black  
NFUS – L Paterson  
SLE – D Fyffe
- Officers:** D McDonald, Industry Support Executive ED & PS (Aberdeenshire Council)  
J Davidson, Environmental Planner P&BS (Aberdeenshire Council)  
I Dawson, Assistant Committee Officer (Aberdeenshire Council)  
A McLeod, Committee Officer (Aberdeenshire Council)
- In presence of:** Simon Turner (Peter Chapman MSP's office)

**1. WELCOME, INTRODUCTIONS AND DECLARATIONS OF INTEREST**

The Chair welcomed everyone present to the meeting. Members were asked if they had interests to declare. No declarations of interest 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 19 SEPTEMBER, 2018**

The Minute of Meeting of 19 September, 2018 was circulated and **approved** as a correct record.

### **4. MATTERS ARISING**

No items were reported.

### **5. PRESENTATION BY PROFESSOR DAVY MCCRACKEN, SRUC: THE INTERNET OF AGRICULTURAL THINGS (IoAT) – A POTENTIAL GAME-CHANGER FOR FARMING IN UPLAND AREAS**

The Chair introduced Professor Davy McCracken – Head of the Department of Integrated Land Management and Head of Hill & Mountain Research Centre at SRUC. Prof McCracken is based at SRUC's Kirkton & Auchtertyre Research farms near Crianlarich, which are a demonstration platform for agricultural, environmental and agro-forestry research and demonstration, including for innovative digital applications. Prof McCracken described the Internet of Things (IoT) as a network of physical devices embedded with electronic sensors to enable the connection and transmission of data via the internet. A vision of what an IoT-enabled farm could look like was presented, in which crop survey drones and livestock sensors could gather information to optimise output and productivity.

Prof McCracken described some of the management challenges posed in extensive upland livestock farms in Scotland and how digital technology could assist, including the presentation of Kirkton & Auchtertyre data from animal tagging and how environmental sensors could relay useful information on snow cover and depth, soil temperature and moisture content, and river levels (for flood management). An explanation was provided on LoRaWAN (Long range, Wide Area Networks) which can offer an inexpensive long range/low power communications platform.

Following the presentation, members asked about network access options in rural areas not currently served well. It was noted that future IT applications would see change across the agricultural industry and it was essential to ensure the network rolled out was of a standard to maximise benefit and to do so cost effectively - it was a major opportunity for the North East of Scotland economy. Rural digital connectivity could benefit extensive farming enterprises, for example for livestock tags, tracking and performance management, generating cost savings and higher productivity.

The Chair thanked Professor McCracken for a very interesting presentation.

### **6. PRESENTATION BY STEVE HARRISON, SE: TECHNOLOGY ENABLED FARMING – CO-DEVELOPING A VISION FOR SCOTLAND AND ABERDEENSHIRE**

The Chair confirmed that Mr Harrison was unable to attend the meeting, and that the item would be deferred until a future meeting.

**Action point 1: Steve Harrison to be invited to present at next meeting of NESAAAG**

**7. PRESENTATION BY JAMES NOTT, FORESTRY COMMISSION, SCOTLAND:  
FORESTRY – WHERE NEXT?**

The Chair introduced Mr James Nott, Conservator for Grampian at Forestry Commission Scotland. Mr Nott's opening remarks covered the global picture on timber supply and demand. He advised that plantation forests account for just 5% of the global forest resource but supply one third of world timber demand, with the balance harvested from natural forests, including rain forests. He explained that by 2050 the global demand for timber was predicted to rise significantly and that plantation forests were projected then to supply only 25% of demand. There was therefore a need for a sharp increase in commercial plantation forestry as a matter of urgency. Turning to forestry in Scotland, he advised that from 2020, Forestry Commission Scotland would become Scottish Forestry and would be directly accountable to the Scottish Government (previously UK Forestry Commissioners). The ambition for Scottish Forestry is to lead the sustainable growth of forestry to enhance its substantial economic, social and environmental contribution to Scotland in line with a 50 year vision, which would remain under regular review. He advised that forest and woodland cover as a percentage of land area in Scotland, was currently around 20%. The UK is the world's second largest importer of timber (after China). Just 20% of UK timber demand is supplied from UK forests.

'Roots for Further Growth' is an economic strategy to 2030 for Scotland's forest and timber technologies sector. Published in late 2018, it estimates Forestry's economic contribution (GVA) to Scotland at £1 billion per annum. Scotland's forests are also a significant carbon sink and so it was important to sustain and grow the industry further - in line with Scotland's Land Use Strategy which recognises the value of integrated land management. Mr Nott indicated that farming subsidies had been and would continue to be significant influences on how Scotland's land is used and that when reviewing their businesses, farmers should be encouraged to consider forestry options.

Mr Nott noted that to address the skills gap in the forestry industry, a number of modern apprenticeships were being made available. He reported a significant demand for places, which was welcomed.

In conclusion, on the issue of enhancing forest resilience in the face of ever-greater pest and disease threats, Mr Nott noted the UK timber industry's dependence on Sitka Spruce and endorsed a move to more diverse mixture of species, as is the norm across mainland Europe.

The Chair thanked Mr Nott for a very interesting presentation.

**8. PRESENTATION BY PROFESSOR MICHAEL KEATING, DIRECTOR OF THE CENTRE  
ON CONSTITUTIONAL CHANGE: THE IMPLICATIONS OF BREXIT FOR  
FARMING AND THE RURAL ECONOMY OF SCOTLAND**

The Chair confirmed that Professor Keating was unable to attend and that the item would be deferred until a future meeting.

**Action point 2: Brexit speaker to be invited to present at next meeting of NESAAAG**

**9. BULLETIN: AGRICULTURE BILL AND SPICe REPORT**

There had been circulated a report dated 27 November, 2018 by the Director of Infrastructure Services advising on progress with the UK Agriculture Bill which sets out the legal framework under which the UK will resume legislative and policy control of land use and rural development in the UK following its departure from the EU. It was noted that due to the ongoing legal dispute between the UK Government and Scottish Government on legislative powers

previously devolved before Brexit there was very little detail on the implications for Scottish agriculture and a decision by the Court of Appeal was expected imminently.

The briefing stated that the Scottish Government had not accepted the UK Government's offer to extend powers in the Bill to Scotland and went on to advise that there was no mention of an Agriculture Bill in the Scottish Government's Programme for Government 2018-2019.

It was **agreed** to note the information provided in the report.

## 10. AOCB

### OPPORTUNITY NORTH EAST UPDATE BY PETER COOK, AGRICULTURE FOOD AND DRINK DIRECTOR, ONE

- a) **Food Hub** – Mr Peter Cook provided a progress update regarding the proposed Food Hub, being developed under the Aberdeen City Region Deal, confirming that a business case had been developed and submitted to the UK and Scottish Government and was currently awaiting a decision. A purpose-built facility was proposed with 12 incubator units for small businesses. Plans also included a product development kitchen and programmes would be offered to aid business growth. Hub facilities will also include demonstration space and meeting space;
- b) **Business Growth programme** – it was reported that the third (annual) programme had been launched and would commence early 2019. Several farm related businesses were participating. Some 33 businesses had already benefitted from the programme which comprises training, support and business mentoring.
- c) **Pre-Apprenticeships** – an update was given on agricultural pre-apprenticeships. Scottish Government had provided additional funding to extend the pre-apprenticeship model across Scotland (previously delivered only in NE Scotland by Ringlink).

Mr Cook advised further updates would follow at future meetings.

## 11. DATE OF FUTURE MEETINGS

It was **agreed** that the schedule of meetings of the North East Scotland Agriculture Advisory Group for 2019 would be as follows:

- Wednesday 24th April, 2019 - Committee Room 5, Woodhill House, 10am
- Wednesday 25th September, 2019 - Committee Room 5, Woodhill House, 10 am
- Wednesday 27th November, 2019 - Committee Room 1, Woodhill House, 10am

**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 12<sup>th</sup> SEPTEMBER 2018

The Minute of the Meeting of 12<sup>th</sup> 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 (highly 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.**

## **11. 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)

**ABERDEEN CITY REGION DEAL JOINT COMMITTEE**  
8 February 2019

ABERDEEN, 8 February 2019. Minute of Meeting of the ABERDEEN CITY REGION DEAL JOINT COMMITTEE. Present:- Councillor Laing, Chairperson; Councillor Councillor Jim Gifford, Vice-Chairperson; Councillors Marie Boulton, Douglas Lumsden, Peter Argyle and Richard Thomson; Professor Stephen Logan, Mr Patrick Machray, OBE and Sir Ian Wood.

The agenda and reports associated with this minute can be found at:-  
<https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=546&MId=6644>

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.

## **1. DETERMINATION OF EXEMPT BUSINESS**

The Chairperson proposed that the Joint Committee consider items 7 (Aberdeen City Region Deal Progress Update – Exempt Appendix) and 8 (City Region Deal – Financial Update Q3 2018/19) with the press and public excluded.

**The Joint 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 6 and 7 (paragraph 6).

## **2. APPOINTMENT OF OPPORTUNITY NORTH EAST SUBSTITUTE MEMBERS ON THE JOINT COMMITTEE**

The Joint Committee were advised that Professor John Harper and Trevor Garlick were nominated as named substitutes for Opportunity North East (ONE).

**The Joint Committee resolved**:-

to formally appoint Professor John Harper and Trevor Garlick as named substitutes of ONE.

**ABERDEEN CITY REGION DEAL JOINT COMMITTEE**  
8 February 2019

**3. DECLARATIONS OF INTEREST**

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

**4. MINUTE OF PREVIOUS MEETING OF 7 DECEMBER 2018**

The Joint Committee had before it the minute of its previous meeting of 7 December 2018.

In relation to article 3, the Joint Committee were advised (a) that Paul Finch had recently obtained the track diagrams, and that these would be circulated in due course; and (b) that the £200M for signalling capacity had been confirmed.

**The Joint Committee:-**

- (i) to note the information provided; and
- (ii) to otherwise approve the minute.

**5. ABERDEEN CITY REGION DEAL PROGRESS UPDATE**

The Joint Committee had before it a report by the Programme Manager which provided an update on the progress of the City Region Deal and its constituent workstreams.

**The report recommended:-**

that the Joint Committee –

- (a) note the content of the report, its appendices and the progress made; and
- (b) note and endorse the two conditions which were to be included within the Oil and Gas Technology Centre Business Case, as a result of the 18 Month Checkpoint review as set out in Appendix 3 of the report.

The Joint Committee heard the Programme Manager advise (a) that the STAG 2 tender was currently out for tender with an award date of 22 March 2019; (b) that leads were currently re-profiling milestones and budgets on the Business Cases approved in January 2019; (c) that the City Network Extension had passed 4600 homes; and (d) that Johannah Boyd and Chris Oswald from the Equalities Commission would be delivering a workshop for workstream leads on 25 February 2019.

**The Joint Committee resolved:-**

- (i) to approve the recommendations; and
- (ii) that a report in relation to the current digital landscape in Aberdeen and Aberdeenshire (including R100 Scheme, 5G, BT broadband activity and AGRI TEC Innovation Solutions be submitted to the next meeting.

**ABERDEEN CITY REGION DEAL JOINT COMMITTEE**  
8 February 2019

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

**ABERDEEN CITY REGION DEAL PROGRESS UPDATE - EXEMPT APPENDICES**

6. The Committee had before it an exempt appendix relating to the Aberdeen City Region Deal Progress update.

**The Joint Committee resolved:-**

to note the information contained within the appendix.

**7. FINANCIAL UPDATE Q3 2018/19**

The Joint Committee had before it a report by John Lovie, Aberdeenshire Council and Julie Richards-Wood, Programme Manager which provided an update in relation to the finances of the Aberdeen City Region Deal for the third quarter of financial year 2018/19.

**The report recommended:-**

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

The Programme Manager summarised the report and advised that whilst no guarantees could be given, it was extremely unlikely that monies being carried over to the next financial year would be an issue and that dialogue continued to secure this position.

**The Joint Committee resolved:-**

to approve the recommendation.

**COUNCILLOR JENNY LAING, Chairperson.**

**ABERDEENSHIRE COUNCIL**  
**INFRASTRUCTURE SERVICES COMMITTEE**  
**WASTE MANAGEMENT WORKING GROUP**  
**WOODHILL HOUSE, COMMITTEE ROOM 4, ABERDEEN**  
**13 FEBRUARY 2019**

**Present:** Councillors Peter Argyle (Chair), Stephen Calder, Marion Ewenson, Paul Johnston, Anouk Kloppert, Ron McKail, Ian Mollison and Michael Roy.

**Officers:** Ros Baxter, Waste Manager,  
Matt Davis, Team Manager - Processing and Disposal,  
Andrew Sheridan, Team Manager – Collections and Cleansing  
Kat Laakso, Strategic Development Officer  
Yvonne D’Ambruoso, Waste Support Leader (Service Support & Dev) Claire  
Loney, Waste Support Leader (Collections & Cleansing, North),  
Lesley Forrest, Waste Support Leader (Collections & Cleansing, South),  
Sallie Antill, Waste Support Leader (Collections & Cleansing, Central)

**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:–

Councillor Paul Johnston, as Chair of CRNS.

**2. RESOLUTION – 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 is provided, to consider its contents and take those into account when reaching a decision.

**3. MINUTE OF MEETING OF THE WASTE MANAGEMENT WORKING GROUP OF  
21 NOVEMBER 2018**

Page 7, Item 3 – correct to say ‘garden waste should not be used in Energy from Waste and should be composted’. Once amended will be agreed.

#### **4. WASTE STRATEGY IMPLEMENTATION PLAN – KAT LAAKSO**

The timeline was displayed for planned changes to be brought in over the next two years and a handout was shared with Councillors.

Team awaiting confirmation of funding from ZWS.

Aiming to start all proposed garden waste points in April 2019 subject to final site approvals. HWRC changes to hours require HR processes to be followed, after which approved changes will be implemented.

HWRC policies and procedures will be put to ISC in summer for approval.

It is planned to have a 'pilot' area for the proposed kerbside roll out.

Also plan to have in cab technology in place prior to the roll out, this will be beneficial both for the roll out and day to day service.

For the new service, communal bins and traders will all have to be individually assessed.

Councillor Roy asked how we will assess Traders that use their van for domestic purposes at the HWRC and Councillor Johnstone asked about small waste producers, these queries will be assessed later though there is no minimum threshold for business waste.

Our routing will involve having transfer stations allocated to a specific waste type each week which will cause issues in the background for the waste service but should not be noticed by the public.

Perception from public feedback Councillors are getting is that the Council are trying to save money. Also, that there will only be one uplift every three weeks and not a collection each week. There has been some contact from public regarding individual cases of large families. Biggest concerns – where will the third bin go?

Aberchirder residents have expressed disappointment at not having a garden waste collection point. Concerns raised about coping with half the waste volume as present. Some residents concerned about plastic waste. Some public have stated that they gave feedback in the consultation and the decision went against this. Doesn't seem to be much awareness of why changes are necessary. We need to ensure communications are timely and informative – they will be vital to the success.

To discuss communications plans at next WMWG **Action- RB to add to next WMWG agenda**

#### **5. ENERGY FROM WASTE (EFW) UPDATE – ROS BAXTER.**

Two final tenders were received, evaluation has been completed.

Plant to provide a secure disposal solution for non-recyclable waste – up to 150,000 tonnes per annum. Build time frame will be around three years, meaning the plant could be operational for commissioning tonnage in August 2021. The plant will be set up to meet forthcoming emissions limits (tighter than current limits and will be applied regardless of Brexit position). District heating link will be required but not at point of beginning operations.

Current stage is preferred bidder stage, next step is the need to agree to go into partnership with other two Councils, this will be decided at Full Council on 7<sup>th</sup> March along with approval of the third Inter Authority Agreement. Aim would be to sign off the contract by mid April.

If the Council does not agree? Consequences would depend on which Council, but there would be financial compensation claims from the other Councils.

There is no 'plan B', the landfill ban will still go ahead from 2021 (for biodegradable municipal waste – everything we collect from households).

Expected efficiency of 35%, the district heating project will contribute to this. District heating is part of the planning conditions as well as a permit requirement for SEPA (the regulator).

Councillor McKail asked about public protest regarding the location of the plant, we are not aware of any issues in this respect. Aberdeen City Council have been engaging with the local community councils. Councillor Mollison mentioned that Portlethen Community Council had a presentation and seemed satisfied with the in-depth responses received.

## **6. DEPOT STRATEGY UPDATE – IAN MILNE.**

Ian spoke about the current progress of the Council depot strategy using several photos of facilities new and old.

The new depot at Macduff was opened in Autumn 2018. It is a multi-service key depot with purpose-built offices, welfare, storage, workshops, salt storage barn and a modern Waste Transfer Shed. The building 'footprint' and 'open-plan' interior allows flexibility in use and forms the template for all our next generation Waste Transfer Stations.

At Mintlaw, Inverurie and Stonehaven there are depot strategy plans for multi-service depots, like Macduff. No decisions on locations have been made to date. At Stonehaven there is an additional pressure of the lease on the current transfer station having 12 years remaining.

In Banchory, Waste Services collections team will shortly relocate to Crow's Nest where there is the transfer station and Household Waste Recycling Centre. We have built a zero-carbon welfare unit for the site personnel.

In 2017 a Microgen Engine was installed at Crow's Nest which produces 50KW/hour of electricity from burning landfill gas, this is instead of flaring the landfill gases on site. The engine has produced around 400,000 KW's per annum which can be utilised on site as well as the excess electricity being exported. Excess heat from the system is captured to heat the new building. Due to the installation of the Microgen engine and heat exchanger, the whole unit offsets approximately 200 tonnes of Carbon per annum. Excess heat from the heat exchanger not required for the building can be fed into the leachate pond, extending the ability to treat the pond fluid in the leachate plant at the site. This reduces the cost to the Council of offsite treatment for this contaminated water.

## **7. CONTAMINATION CAMPAIGN – CLAIRE LONEY.**

Contamination is when incorrect materials are in the system or when dirty materials are included. This can be done accidentally or on purpose, either way it affects the quality of material collected.

Higher quality recycling with low contamination costs us less to process. High contamination can cause rejection of material by processors, feeding a public perception that recycling doesn't get recycled.

We have started to 'drip feed' information to the public through our social media channels that contamination is bad for recycling.

To begin the contamination campaign, a few crews from each area will focus on following the new process. They will work closely with the Community Waste Officers (CWO) to target contaminated bins and engage with the public.

Following the introduction, rejected bins would no longer be reported as missed collections. Customer benefits are that they will be better informed through the hanger and CWO visits. For the Service, less returning for 'missed' bins that were rejected on purpose. Costs will be reduced for processing recycling due to the increase in quality (less contamination).

Councillors raised issues over other people contaminating bins once presented and difficulty of prosecuting these people. We would not be intending to prosecute initially.

Comments made about ensuring the service always keep the food and waste/recycling separate as intended to protect the Council's reputation. Raised that when new service is introduced there may be a rise in contamination. Issues may come about with bin stores and communal areas getting more contaminated while in situ.

#### **8. BENEFITS OF IN CAB TECHNOLOGY – SALLIE ANTILL.**

We are looking into an in-cab system designed for the Waste and Recycling industry. It will utilise handheld fractions as well as in cab parts to the system. Needs to be able to be integrated into current systems, this is key to the success (with finance system, routing software, CRM system).

The system would supersede many paper-based processes and improve efficiency of information transfer. It would reduce administration time and improve consistency. Having such a system gives more resilience and flexibility for using other Council staff/changing the routes for our own team members. The system will give better reporting capabilities, improving the experience for staff and the public, it will greatly assist with the roll out of service changes. In cab systems give a more streamlined approach with less margin for error if fully integrated with web reporting systems. The whole system makes it easier to prevent future issues by looking at patterns. Supervisors would be able to be better informed in 'real time'. This type of system would support the contamination procedure.

The move to this type of platform would be in line with the Councils digital strategy.

Risks are that there would a requirement for capital investment, sometimes there will be duplication of functions. We would need to ensure that there is crew buy-in to the system. There would be a requirement for us to ensure that the needs that we have are outlined clearly in the system requirements before procuring.

Councillors asked about how the data will be uploaded as parts of Aberdeenshire do not have mobile signal, we can have roaming sim cards that select the best local network. If there is no signal, information can still be input and will upload once back in a signal area. Councillor Johnstone asked about using an 'open source' system so that we do not end up tied in with a particular system and its limited capabilities.

#### **9. DATE OF NEXT WASTE MANAGEMENT WORKING GROUP:**

Wednesday 8 May, 2019 at 10. 00 a.m. in Committee Room 4, Woodhill House, Aberdeen.

