

ABERDEENSHIRE COUNCIL
INFRASTRUCTURE SERVICES COMMITTEE

SKYPE MEETING, 17 JUNE, 2021

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

Apologies: Councillors G Carr and G Reid.

In attendance: Councillor A McKelvie (Items 9, 10 and 11).

Officers: Director of Infrastructure Services, Head of Service (Planning and Environment), Head of Service (Transportation), Head of Service (Roads, Landscape Services and Waste Management), Planning Service Manager (Planning & Environment, M Stewart), Strategy Manager, (Transportation, M Hall), Business Gateway Manager (Economic Development & Protective Services, G Hughes), Team Manager (Economic Development & Protective Services, M Brebner), Team Manager (Planning and Environment, W Forbes), Service Manager (Lifelong Learning and Leisure, T Stephen), Business Partner (Finance, C Smith), Business Strategy Manager (Customer & Digital Services), Principal Solicitor (Democratic Services) 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 5 – Councillor Taylor as a resident of the same rural hamlet but having applied the objective test had concluded that the interest was remote and insignificant and he would remain in the meeting;
- (ii) Item 17 – Councillors Aitchison, Argyle, Cox as substantive members and Councillor Mollison as a substitute member of NESTRANS and they would remain in the meeting;
- (iii) Item 18 – Councillor Fakley by virtue of being a Trustee of Peterhead Community Trust and Councillor Johnston by virtue of being a Trustee of Pitmedden Public Park Trust and having applied the objective test considered the interest to be remote and insignificant and they would remain in the meeting; and
- (iv) Item 22 – Councillors Cassie as Chair and Cox and Findlater as members of the Harbours Sub-Committee but having applied the objective test considered the interest to be remote and insignificant and they would remain in the meeting

2A. 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.

2B. 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.

Item No	Paragraph No of Schedule 7A
19	8, 9 and 10
20	6
21	8
22	8

3. MINUTE OF MEETING OF THE COMMITTEE OF 13 MAY, 2021

The Committee had before them, and **approved** as a correct record, the Minute of Meeting of Infrastructure Services Committee of 13 May, 2021.

4. OUTSTANDING BUSINESS

There was circulated a list of outstanding actions from previous meetings of the Infrastructure Services Committee, along with new items which had been deferred to future meetings of the Committee, as of 17 June 2021.

The Director of Infrastructure Services introduced the report and provided the Committee with an update on each of the outstanding actions:

- Items 1 and 5 were now completed and could be removed from the list.
- Items 2, 3, 4 and 6 were being progressed and would remain on the list.

The Committee **agreed** to note the current position in respect of actions arising at previous meetings and that Items 1 and 5 could now be removed from the list.

5. PLANNING APPLICATION APP/2021/0001 – ERECTION OF CAR SHOWROOM AND SERVICE CENTRE, STATION ROAD, A947 MILLMOSS, TURRIFF

There had been circulated a report dated 20 May, 2021 by the Director of Infrastructure Services seeking determination of an application for Planning Permission in Principle for a local development for the erection of Car Showroom and Service Centre at Station Road, A947 Millmoss, Turriff where, in the professional opinion of the Head of Service, Planning and Environment, approval would be a significant departure from the Development Plan and the Officer's recommendation that the application be approved had been supported by the Formartine Area Committee.

The Head of Service (Planning and Environment), introduced the report and responded to Members questions on access arrangements and potential for light pollution and the Committee **agreed**:

- (1) to GRANT Planning Permission in Principle subject to the following conditions:
 - (i) Details of the specified matters listed below shall be submitted for consideration by the Planning Authority, in accordance with the timescales and other limitations in section 59 of the Town and Country Planning (Scotland) Act 1997 (as amended). No work shall begin until the written approval of the Authority has been given, and the development shall be carried out in accordance with that approval.

Specified matters:

- (a) Full details of the layout and siting of the proposed development;
- (b) Full details of the external appearance and finishing materials of the proposed development;
- (c) Full details of all existing and proposed landscape features, including trees to be retained and planted;
- (d) A detailed levels survey of the site and cross sections showing proposed finished ground and floor levels relative to existing ground levels and a fixed datum point;
- (e) Full details of the proposed means of disposal of foul and surface water from the development including infiltration testing results on the site (based on the Proposed EcoBloc solution);
- (f) Full details of the proposed means of access to the development, including the required visibility splays;
- (g) Full details of the proposed car parking/vehicle turning area for the development;
- (h) Full details of any proposed boundary treatments or means of enclosure, and of any existing boundary treatments to be retained;
- (i) Full details of any proposed lighting columns, floodlights or spotlights proposed within the site, including details of their specification.
- (j) A transport statement to address the following:
 - Walking & cycling connectivity
 - Public transport accessibility

Peak hour and daily traffic generation estimates
Likely distribution of trips onto the road network, i.e., east/west

Reason: Permission for the development has been granted in principle only and subsequent approval is required for these matters in accordance with Section 59 of the Town and Country Planning (Scotland) Act 1997 (as amended).

- (ii) The development shall be served in accordance with the approved drawings and the following details:
- (a) The maximum gradient of the first 10m of the new access must not exceed 1 in 20.
 - (b) Prior to occupancy of development, first 10m of access (measured from edge of road or back of footway) to be fully paved.
 - (c) Prior to occupancy of development, parking spaces, surfaced in hard standing materials shall be provided within the site in accordance with Aberdeenshire Council's Car Parking Standards.
 - (d) Prior to occupancy of development, a 2m wide footway must be constructed along the west side of the A947 from the northern most access to the development to the existing bus stop.
 - (e) Prior to occupancy of development, the existing street lighting must be extended to adequately cover the southern-most development access. The lighting must be agreed with Aberdeenshire Council Street Lighting Officer.
 - (f) Prior to commencement of development, Visibility Splays, measuring 2.4m x 120m to be formed on either side of the junction of the vehicular access with the public road. The visibility splays so formed shall thereafter be kept free of all permanent obstructions above adjacent carriageway level.
 - (g) Prior to occupancy of development, the existing 30mph speed limit must be extended southwards to adequately cover the southernmost development access. Exact location to be agreed with Aberdeenshire Council Roads Development. The applicant is responsible for all costs involved in promoting and implementing the resulting order.

Reason: In order to ensure that the development is served by an appropriate standard of access and associated servicing in the interests of road safety.

- (iii) No works in connection with the development hereby approved shall commence unless a Level 1 archaeological standing building survey of the extant buildings and structures on the application site has been undertaken and has been submitted to and approved in writing by the Planning Authority. The standing building survey shall not be undertaken unless its scope has been approved in writing by the Planning Authority. The survey must be in a digital format and must be clearly marked with the planning reference number.

Reason: To ensure that a historic record of the building is made for inclusion in the National Record of the Historic Environment and in the local Sites and Monuments Record.

- (iv) No works in connection with the development hereby approved (other than the demolition of the existing buildings) shall commence unless an investigation of the site has been undertaken in accordance with BS 10175:2011+A2:2017 - 'Investigation of Potentially Contaminated Sites - Code of Practice' and a report of that investigation has been submitted to and approved in writing by the Planning Authority.

Where it is determined by the site investigation report that remediation of the site is required no works in connection with the development hereby approved (other than the demolition of the existing buildings) shall commence unless a remedial scheme has been submitted to and approved in writing by the Planning Authority. The development hereby approved shall not be brought into use unless the approved scheme of remediation has been carried out in its entirety and a validation report has been submitted to and approved in writing by the Planning Authority.

Any areas of hardstanding, clean cover or other such barriers within the application site boundary that are included within the approved scheme of remediation and are required to break one or more pollutant linkages shall be permanently retained as such and shall not be disturbed without the prior written approval of the Planning Authority.

Reason: In order to ensure any potential contamination of the site is dealt with appropriately in the interests of public and environmental safety.

- (v) The proposed development shall be connected to the public water supply as indicated in the submitted application and shall not be connected to a private water supply without the separate express grant of planning permission by the Planning Authority.

Reason: To ensure the long-term sustainability of the development and the safety and welfare of the occupants and visitors to the site.

- (vi) The showroom and service station buildings hereby approved shall not be brought into use unless the proposed surface water drainage system has been provided in accordance with an approved set of plans and drainage certificate submitted at the Matters Specified in Conditions stage as per Condition 1. The surface water drainage system shall be permanently retained thereafter in accordance with the approved maintenance scheme.

Reason: In order to ensure that adequate drainage facilities are provided, and retained, in the interests of the amenity of the area.

- (vii) No works in connection with the development hereby approved shall commence unless a scheme of hard and soft landscaping works has been submitted to and approved in writing by the Planning Authority as per Condition 1.

Details of the scheme shall include:

- (a) Existing and proposed finished levels;

- (b) The location of new trees, shrubs, hedges, grassed areas and water features;
- (c) A schedule of planting to comprise species, plant sizes and proposed numbers and density;
- (d) The location, design and materials of all hard landscaping works including walls, fences, gates, street furniture;
- (e) A programme for the implementation, completion and subsequent management of the proposed landscaping.

All landscaping and planting must be completed within 3 months of the showroom or service centre being brought into use. All soft and hard landscaping proposals shall be carried out in accordance with the approved planting scheme and management programme. Any planting which, within a period of 5 years from the completion of the development, in the opinion of the Planning Authority is dying, being severely damaged or becoming seriously diseased, shall be replaced by plants of similar size and species to those originally required to be planted. Once provided, all hard landscaping works shall thereafter be permanently retained.

Reason: To ensure the implementation and management of a satisfactory scheme of landscaping which will help to integrate the proposed development into the local landscape in the interests of the visual amenity of the area.

- (viii) No individual showroom, service centre or MOT test building hereby approved shall be erected unless an Energy Statement applicable to that building has been submitted to and approved in writing by the Planning Authority. The Energy Statement shall include the following items:
 - (a) Full details of the proposed energy efficiency measures and/or renewable technologies to be incorporated into the development; (
 - (b) Calculations using the SAP or SBEM methods, which demonstrate that the reduction in carbon dioxide emissions rates for the development, arising from the measures proposed, will enable the development to comply with Policy C1 of the Aberdeenshire Local Development Plan 2017.

The development shall not be occupied unless it has been constructed in full accordance with the approved details in the Energy Statement. The carbon reduction measures shall be retained in place and fully operational thereafter.

Reason: To ensure this development complies with the on-site carbon reductions required in Scottish Planning Policy and Policy C1 of the Aberdeenshire Local Development Plan 2017.

- (ix) No works in connection with the development hereby approved shall commence unless full details of any fixed or mobile plant and machinery that will be used on site, such as that used to service the vehicles or to prepare them for sale (including valet equipment), or details of any other noise generating equipment (such as air source heat pumps) or activities have been submitted to and approved in writing by the Planning Authority. The detail provided should include a statement by the applicant which demonstrates how

noise impacts will be mitigated such that nearby residential properties are not adversely affected by noise from the development.

Reason: To protect the residential amenity of the surrounding area from any potential noise impact arising from the proposed use of the site.

- (x) No works in connection with the development hereby approved shall commence unless full details of the lighting scheme, inclusive of any illuminated signage, for the development have been submitted and approved in writing by the Planning Authority.

Reason: To mitigate any potential impact of light pollution on the residential properties in the surrounding area.

- 2. the following reason for departing from the Aberdeenshire Local Development Plan 2017.

- (i) The Planning Authority considers that the application is for a development that is not in accordance with the Aberdeenshire Local Development Plan 2017.

The development area would exceed 0.5ha in size for an employment development and therefore exceeds the threshold otherwise permissible as "small-scale employment" opportunities as specified in Policy R2 Housing and employment development elsewhere in the countryside. Notwithstanding this, the development would provide an economic benefit to the area as well as visual betterment to the entrance gateway to Turriff, which would generally accord with Scottish Planning Policy objectives. The development would remediate an existing brownfield site as well as potentially contaminated land, in order to provide a development that could otherwise meet all other relevant policies contained within the Aberdeenshire Local Development Plan 2017.

6. CONSULTATION ENQ/2021/0466 – CONSULTATION FOR WIND FARM AT GARBET WIND FARM, SOUTHEAST OF DUFFTOWN, MORAY

There had been circulated a report dated 26 May, 2021 by the Director of Infrastructure Services seeking approval of a formal consultation response to Moray Council on an application for Full Planning Permission for the installation and operation of a wind farm comprising of 7 turbines (up to 190m tall to blade tip) with a generating capacity of up to 46.2MW, an electricity storage facility with a maximum capacity of 3MW and associated infrastructure located at Garbet Wind Farm, 5.5km south east of Dufftown, Moray.

The report (1) explained that the application site was located adjacent to and immediately outwith the Aberdeenshire administrative boundary and Aberdeenshire Council was being consulted on the planning application which would be determined by Moray Council, (2) outlined the anticipated impacts of the scheme likely to be experienced within Aberdeenshire in relation to landscape, visual, noise, natural heritage, cultural heritage, archaeology and transport, (3) included at Appendix 2 comments and concerns on the application by the Marr Area Committee, (4) advised on options available to the Committee when responding to the consultation which included objecting to the application, raising "significant concerns" to the application,

or alternatively issuing a response outlining “no objection” at this stage, and (5) on the basis of the scale and nature of the concerns expressed by Officers and Members, proposed that the Committee object to the application.

The Committee heard from the Team Manager (Planning and Environment) and **agreed** that the formal consultation response to Moray Council be made on the basis of raising significant concerns as outlined in the Officers, consultee and Marr Area Committee comments detailed in the report.

7. REGULATIONS ON LOCAL PLACE PLANS CONSULTATION

There had been circulated a report dated 17 May, 2021 by the Director of Infrastructure Services seeking consideration and approval of a response to the Scottish Government consultation on proposals for Regulations on Local Place Plans, initially laid in Parliament as part of the Planning (Scotland) Act 2019 (Commencement No. 1) Regulations 2019 (Section 14 – Local Place Plans). The report advised (1) that Section 14 introduced a new right for communities to produce Local Place Plans, with scope for those plans, or parts of them to become part of the Local Development Plan; (2) that it was expected that the Regulations supporting the preparation of Local Place Plans would be in place by the end of 2021; (3) that engagement on the proposed Regulations had taken place with Elected Members, Area Managers, Community Councils and a variety of Council Services, and responses received had been collated and set out under each of the 18 consultation questions as shown in Appendix 2 of the report, and (4) that the deadline for consultation responses was 25 June, 2021.

The Planning Service Manager introduced the report and responded to Members questions on links between Local Place Plans (LPP) and Local Development Plans (LDP), timing of adoption, whether LPPs could be aspirational in nature and linkages to other plans including Conservation Area Plans.

Thereafter, the Committee **agreed**:

- (1) to approve the draft consultation response to the Scottish Government’s Proposals for Regulations on Local Place Plans Consultation as part of the phasing towards full implementation of the Planning (Scotland) Act 2019 as attached at Appendix 2 of the report; and
- (2) that Appendix 2 of the report be submitted as Aberdeenshire Council’s formal response to the Scottish Government’s Proposals for Regulations on Local Place Plans Consultation.

8. INFRASTRUCTURE SERVICES DIRECTORATE PLAN UPDATE – OCTOBER 2020 TO JUNE 2021

With reference to the Minute of Meeting of the Committee of 11 March 2021 (Item 5), there was circulated a report dated 31 May, 2021 by the Director of Infrastructure Services providing an update on progress with the actions and performance measures set out in the Infrastructure Services Directorate Plan for the period October 2020 to June 2021 which fall under the remit of the Infrastructure Services Committee. The report advised that (1) in terms of the 26 actions under the Local

Government Benchmarking Framework (LGBF) Annual measures 2019 – 2020 (Appendix 1), 20 were on or above target and 6 were below target and when ranked against the other Councils in Scotland 7 measures were in the top Quartile with 3 measures in the bottom Quartile, (2) in terms of the 12 actions shown against the Infrastructure Services Operational Measures for Quarter 4 2020 – 2021 (Appendix 2) 8 were showing above target and 4 below target, and (3) in terms of the 31 actions under the Council Priorities 2020 – 2021 Infrastructure Services (Appendix 3), the majority of the actions were progressing as expected with 5 actions experiencing some delays or limited progress.

The Director of Infrastructure Services introduced the report and the Committee **agreed:**

- (1) to acknowledge progress and performance made during the period October 2020 – June 2021 with the key measures and actions set out in Appendices 1-3 in the report; and
- (2) to instruct the Director of Infrastructure Services to continue to present performance reports to the Committee on a six-monthly basis, evidencing progress and performance with delivery of the priorities set out in the Infrastructure Services Directorate Plan 2020 – 2022.

9. INFRASTRUCTURE SERVICES ANNUAL SCRUTINY REPORT

The Committee had before it a report dated 28 May, 2021 by the Director of Infrastructure Services providing an annual update on scrutiny activity, as defined in the Scheme of Governance, by the Committee over the period 1 April, 2020 to 31 March, 2021. The report (1) explained that the annual scrutiny report formed part of the monitoring process allowing the Committee to keep track of progress and ensure any agreed actions had been implemented, (2) provided an opportunity for the committee to reflect on scrutiny undertaken and identify any future scrutiny requirements as part of an annual programme of activity, and (3) advised that over the course of the year the Committee had considered 82 reports 46 of which were considered to fit in to the category of formal scrutiny and one Member Promoted Issue and, on 7 occasions when considering those reports, had requested that additional action be undertaken.

The Director of Infrastructure Services introduced the report and the Chair and Vice Chair of the Audit Committee were invited to comment on the scrutiny activity undertaken.

Following discussion, the Committee **agreed:**

- (1) to welcome the report and acknowledge the scrutiny activity undertaken; and
- (2) that the Director of Infrastructure Services ensure that future reports of this nature incorporate more narrative evidencing scrutiny and improvement achieved as a result.

10. ANNUAL GOVERNANCE STATEMENT

With reference to the Minute of Meeting of the Audit Committee of 25 March, 2021 (Item 10) there had been circulated a report dated 20 May, 2021 by the Director of Business Services seeking feedback on the draft Annual Governance Statement 2020/21 for consideration by the Audit Committee. The report explained (1) that the Local Authority Accounts (Scotland) Regulations 2014 required the Council to conduct a review of the effectiveness of its system of internal control and prepare an Annual Governance Statement (AGS) to be signed by the Chief Executive and Leader of the Council, and (2) that a new approach to the preparation of the Annual Governance Statement had been introduced with a view to seeking feedback from all Policy Committees, the Strategic Leadership team, Internal and External Audit and Finance which would be taken into account in the preparation and development of the report prior to consideration by the Audit Committee on 1 July, 2021.

The Director of Infrastructure Services introduced the report, welcomed the new approach to the preparation of the Annual Governance Statement, explained that the statement provided an open and honest reflection of the council's governance and invited Members views for consideration by the Audit Committee.

The Committee heard from the Chair and Vice Chair of the Audit Committee on the work of the Audit Committee, including a self-evaluation exercise undertaken, the process and preparation of the Annual Governance Statement and opportunities to work together to achieve the best outcomes for the authority.

Discussion took place on the corporate risk register including the management and responsibility for risk and access to internal audit reports and the Committee **agreed:**

- (1) to note the draft Annual Governance Statement ("the draft Statement") attached as Appendix 1 to the report;
- (2) to note that the draft Statement was a work in progress and further amendments would be made as detailed in the report;
- (3) to note that the draft Statement would be presented to all Policy Committees and would be subject to change prior to presentation and sign off at Audit Committee when it met on 1 July 2021;
- (4) to note that the Annual Scrutiny Report, as discussed at item 9 above, formed an integral part of the review of annual effectiveness activities and would be included within the Statement;
- (5) to acknowledge the Committee's contribution to providing assurance that it had complied with the Code of Corporate Governance and ensured that the Code was operating effectively in practice;
- (6) to welcome ongoing work on the corporate risk register which would also provide clarity around responsibility when services were being delivered by a third party; and

- (7) to welcome future plans for policy committees to work more collaboratively with the Audit Committee on compliance with corporate governance and implementation of internal audit recommendations and scrutiny.

11. CORPORATE IMPROVEMENT PLAN

With reference to the Minute of Meeting of Audit Committee of 20 May, 2021 (Item 13), there had been circulated a report dated 20 May, 2021 by the Director of Business Services providing a quarterly update on progress with the implementation of actions in the Corporate Improvement Plan which incorporated actions from the Annual Governance Statement Action Plan 2019/20, Annual Governance Statement Action Plan 2020/21, How Good Is Our Governance 2020 Action Plan and Best Value Action Plan 2020. The report explained that the Audit Committee had previously approved an amalgamation of actions across all plans and that had reduced the total number of actions from 98 to 81 and advised that whilst the number of overdue items had increased from 13 to 25 the number of completed actions had also increased from 28 to 36.

The Business Strategy Manager provided a further update on progress with overdue actions and highlighted a number of updates required to the report and the Committee **agreed**:

- (1) to note the Corporate Improvement Plan (“the Plan”) attached as Appendix 1 to the report;
- (2) to note that the Plan had been considered by Audit Committee on 20 May 2021; and
- (3) to receive quarterly updates.

12. FINANCIAL PERFORMANCE AS AT 31 MAY, 2021

There had been circulated a report dated 28 May, 2021 by the Director of Infrastructure Services providing financial information in relation to expenditure and income as at 31 May, 2021 including progress on savings to be achieved, budget movement previously approved, elements of the approved Capital Plan and details of reserves held by the Council for the areas of service delivery for which the Committee had responsibility. The report sought consideration and endorsement of the information presented including approval of the budget movements set out in Appendix 4b of the report.

The Finance Business Partner introduced the report and Officers responded to Members questions on the availability of additional funding, potential to reduce the volume of savings on materials, quality of materials to be used and life span of works undertaken, interoperability between Roads and Landscape Services, maintenance of cemeteries, roads repairs, grass cutting and need for timely and effective public communication.

Thereafter, the Committee **agreed**:

- (1) to acknowledge the financial information and forecast position as at 31st May 2021; and
- (2) to note the progress in achieving the agreed savings set out in Appendix 3 of the report.

13. ECONOMIC DEVELOPMENT SERVICE PLAN

With reference to the Minute of Meeting of the Council of 7 October, 2020 (Item 3) when a new Council Plan had been approved, the Committee had before it a report dated 2 June, 2021 by the Director of Infrastructure Services seeking consideration and approval of the Economic Development Service Plan for 2021-2022 as detailed in Appendix 1. The report explained that (1) following approval of the Council Plan and Medium Term Financial Strategy (MTFS), each Directorate and Service was required to produce plans to demonstrate how they would contribute to and deliver against the priorities set out in the Council Plan and within the financial context established by the MTFS, (2) the Council Plan had the economy as one of its three pillars, with the Economic Development Service having a critical role to play in delivering, enabling and brokering some of the actions required within that pillar, (3) that the Economic Development Service Plan proposed objectives and actions to support progress against the four priority areas in the Council Plan for economic development, and (4) contributions had also been made to each of the six Area Plans, where geographically distinct projects or interventions were proposed to be delivered.

The Head of Service (Planning and Environment), introduced the report and advised that this was a transitional plan, outlined priority actions, explained how the European funding team would be refocussed and made reference to the key performance indicators.

Discussion took place on the role of the circular economy, community ownership, supporting sector growth and town centre challenges, and the Committee **agreed**:

- (1) to request that the Service review the wording in the Plan to incorporate reference to the circular economy where appropriate;
- (2) to approve the implementation of the Economic Development Service Plan 2021-2022, subject to the proposed amendment referenced at (1) above; and
- (3) to receive an update on the Economic Development Service Plan in August 2022.

14. LEADER PROGRAMME UPDATE

With reference to the Minute of Meeting of the Committee of 18 August, 2016 (Item 11) there had been circulated a report dated 2 June, 2021 by the Director of Infrastructure Services providing the results of an independent evaluation of the 2014-2020 Community Led Local Development programmes managed by Aberdeenshire Council and an update on potential follow-on programmes. The

report (1) outlined the main findings of the independent evaluations which had been largely positive, (2) highlighted feedback from grant recipients and stakeholders which confirmed that the funding had made a real difference and had stimulated the development of rural, coastal and fishing communities, (3) advised that the Scottish Government had announced on 24 March, 2021 the allocation of £3,000,000 of funding to support development of Community Led Local Development pilots within rural and island communities. Information on the process to allocate the funding and programme criteria was awaited but it was understood that decisions on allocations were likely to be made by the end of July and activity would need to take place in the 2021/22 financial year, (4) acknowledged that if an open bidding process was launched, there may be an opportunity for the South and North Local Action Groups to submit applications for pilot projects in Aberdeenshire and, in order to facilitate a bid, it was likely that Aberdeenshire Council as the current Accountable Body for the Local Action Groups, may be asked to act as Lead Partner for any bid, and (5) proposed that the Council provide support to the Local Action Groups to develop and submit bids and continue to act as Lead Partner/Accountable Body for the remainder of the 2021/22 financial year.

The Team Manager (Economic Development and Protective Services) introduced the report and the Committee **agreed:**

- (1) to note the findings of the evaluations of the North and South Aberdeenshire Local Development Strategies; and
- (2) to note that the Council continue its role as Lead Partner/Accountable Body for the North and South Local Action Groups for the remainder of the 2021/22 financial year.

15. RURAL PARTNERSHIPS CHALLENGE FUND

With reference to the Minute of Meeting of the Council of 17 March, 2021 (Item 5), when it had been agreed to establish a £100,000 reserve to support Aberdeenshire's six rural partnerships with Covid recovery, community enterprise and resilience, there was circulated a report dated 2 June, 2021 by the Director of Infrastructure Services seeking approval of the proposed arrangements for the design and delivery of the funding allocated, to be known as the Rural Partnerships Challenge Fund, noting that the fund had now increased to £145,000 following the decision of the Garioch Partnership to decline to take up the Service Level Agreement with the Council.

The Committee heard from the Head of Service (Planning and Environment), on circumstances leading to the creation of the fund, the operation of the fund during the financial years 2021/22 and 2022/23, minimum grant allocation of £10,000, options for joint proposals for two or more areas being encouraged, types of activity and outcomes, timescale for submission of applications and guidance on the funding as detailed in Appendix 1 of the report.

Discussion took place on opportunities for Rural Partnerships to be self-sustaining, working with stakeholders in Community Trusts in Areas and ensuring that Rural Partnerships would be guided through the process and be clear about what was expected of them and opportunities available.

Thereafter, the Committee **agreed**:

- (1) to endorse the design and delivery of the Rural Partnerships Challenge Fund as set out in the report;
- (2) to delegate to the Head of Service with responsibility for Economic Development, to determine grant awards following consultation with the Chair, Vice-Chair and Opposition Spokesperson for Infrastructure Services Committee and the Chair and Vice Chair of the relevant Area Committee. Where grant awards were recommended for activity that covered multiple areas, all relevant Area Committee Chairs and Vice Chairs would be consulted and asked to consider the proposed awards; and
- (3) that an update report on progress with the Rural Partnerships Challenge Fund and the agreed Service Level Agreements be brought back to Committee in summer 2022.

16. TOUR OF BRITAIN 2021

With reference to the Minute of Meeting of the Committee of 26 November, 2020 (Item 13) when it had been reported that the original Tour of Britain professional cycle race had been postponed from September 2020 to September 2021, there was circulated a report dated 2 June, 2021 by the Director of Infrastructure Services providing a further update on progress with Aberdeenshire Council and Aberdeen City Council jointly hosting the final stage of the 2021 Tour of Britain race currently scheduled to take place on Sunday 12 September, 2021. The report advised (1) that the organisers of the Tour had driven and approved the proposed route which would be publicly announced as part of a planned marketing campaign in partnership with the race organisers with an expected start in Stonehaven, climbing the Cairn O' Mount and finishing in Aberdeen, and (2) that continued uncertainty over the timetable for the lifting of Covid restrictions was having an impact on a number of areas including limiting the outcomes expected and the value of the event to the region and increasing the risk of not covering all costs through sponsorship.

The Committee heard from the Business Gateway Manager on challenges being faced in terms of current Covid restrictions and potential timescale for lifting of restrictions, the likelihood of the race taking place and the approved route, management of the start and finish areas, current sponsorship limitations and ongoing work with Aberdeen City Council on contract provisions balancing protection for the Councils and supporting the event.

The Committee **agreed**:

- (1) to note the progress of preparations for the Tour of Britain;
- (2) to note the continued uncertainty around Covid restrictions and its impact on sponsorship, promotion and event planning; and
- (3) to note that the Service would continue to provide regular progress updates to Members in the run up to the event.

17. STRATEGIC TRANSPORT UPDATE

With reference to the Minute of Meeting of the Committee of 11 March, 2021 (Item 7) there had been circulated a report dated 2 June, 2021 by the Director of Infrastructure Services providing an update on transportation projects across Aberdeenshire for the period between March 2021 to May 2021 and outlined progress against identified categories including Travel Activity and Travel Effectively as presented in Appendix 1 to the report.

The Committee heard from the Strategy Manager (Transportation) who introduced the report and provided an update on progress with walking and cycling on rural roads, requests for residential on street charging infrastructure and the Council's response to the Scottish Government's Consultation on the Strategic Transport Projects Review (STPR2).

Thereafter, discussion took place on responsibility for street charging infrastructure, the current national campaign to get communities involved in installing car charging points and North East Trunk Road Improvements and the Committee **agreed**:

- (1) to acknowledge the progress made with projects, activities and developments taken forward by Nestrans, external agencies and stakeholders as outlined in the report; and
- (2) to accept further updates on the progress of both the implementation and delivery of the Aberdeenshire Local Transport Strategy (LTS) as appropriate.

18. LIVE LIFE ABERDEENSHIRE - PITCH AND OPEN SPACE STRATEGY

The Committee had before it a report dated 5 May, 2021 by the Director of Education and Children's Services seeking comments on proposals for a Pitch and Open Space Strategy. The report advised (1) that the former Culture and Sport Sub-Committee at its meeting on 22 January, 2020 (Item 6) had supported the key principles of developing Pitch and Open Space Strategy for Aberdeenshire as well as a governance route for its approval and implementation which had been delayed as a result of the COVID-19 pandemic, (2) that Full Council would determine the approval of the final Strategy following consideration by the Communities, Education and Children's Services and Infrastructure Services Committees, (3) that the key points of the strategy remained (a) to create network pitch forums known as "Pitch User Groups" in 17 networks to lead on aspects of programming and managing, including maintenance, of outdoor spaces, (b) designating each "Pitch" areas as either a (i) Competitive Sports Pitch, (ii) Community Sports Pitch, or (iii) Public Space, (4) that each network should have its own development plan with identified priorities, and (5) that the Pitch and Open Space strategy, as detailed in Appendix 1 of the report, needed to ensure the promotion and provision of a range of sports, ensuring communities had a range of choices in local provision.

The Committee heard from the Service Manager (Lifelong Learning and Leisure) on feedback from Area Committees, the key principles of the strategy, financial

implications and access to funding, community involvement, feedback from Services and timescale for consultation with Policy Committees.

Discussion took place on arrangements for use of open space associated with Schools, pitches currently controlled by local community groups, use and management of public open space, development of outdoor adventure activities, impact on small rural area pitches, charging and maintenance strategy and dog walking and dog fouling,

Thereafter, the Committee **agreed**:

- (1) to endorse the key principles of the draft Pitch and Open Space Strategy as detailed in Appendix 1, and recommend its approval to Full Council, including
 - (i) the approach of using network pitch plans, and the specific strategies that have been submitted to the respective area committees,
 - (ii) the approach to prioritizing enhanced capacity where it was required- using the information contained within Appendix 3 of the report as a contemporaneous means of establishing priority needs,
 - (iii) the proposal to have one process for the community booking of pitches, whilst recognising that Education should control school pitch use during the delivery of the school curriculum and be able to input to processes to ensure that they are not overused outwith the curriculum;
- (2) to endorse the approach to prioritising investment according to need as laid out in Appendix 4 of the report;
- (3) to note the information set out in the Network Capacity Table set out at Appendix 3 of the report;
- (4) to endorse the Area Network Plans as detailed in Appendix 5 of the report;
- (5) to note that the draft Strategy would also be considered by the Education & Children's Services Committee and Communities Committee before being presented to Full Council for approval; and
- (6) to note that the Service would review the wording in the strategy to further clarify council owned/controlled pitches.

19. BUSINESS GATEWAY CONTRACT

With reference to the Minute of Meeting of the Committee of 11 March, 2021 (Item 18) there was circulated a report dated 1 June, 2021 by the Director of Infrastructure Services seeking approval of the planned procurement of a new Business Gateway contract and the introduction of a flexible fund to focus on specific outcomes connected to the local economy and provide more flexibility over the coming years.

Having heard from the Business Gateway Manager, the Committee **agreed**:

- (1) to note the progress of the Business Gateway procurement; and
- (2) to approve the introduction of a Business Gateway Flexible Fund as described in Appendix 1 of the report and to receive update reports in due course.

20. UK GOVERNMENT FUNDING PROGRAMMES

With reference to the Minute of Meeting of Aberdeenshire Council of 29 April, 2021 (Item 8) there had been circulated a report dated 3 June, 2021 by the Director of Infrastructure Services seeking consideration and approval of the recommendations of the External Funding Member Officer Working Group on the submission of bids to the UK Government Levelling Up Fund and the Community Renewal Fund.

The Committee heard from the Team Manager (Economic Development) and **agreed:**

- (1) to endorse the recommendations of the External Funding Member Officer Working Group in respect of the bids to the Community Renewal Fund;
- (2) to note that the Head of Service with responsibility for Economic Development submit the bids to the UK Government for approval; and
- (3) that no Levelling Up Fund bids be submitted in the first round, subject to further work being undertaken to develop bids for later application rounds.

21. MAINTENANCE FRAMEWORK FOR WASTE DISPOSAL EQUIPMENT/FACILITIES

With reference to the Minute of Meeting of the Committee of 11 March, 2021 (Item 18) when the Directorate Annual Procurement Plan for 2021/22 had been approved, there had been circulated a report dated 1 June, 2021 by the Director of Infrastructure Services seeking approval of the Procurement Approval Form for the establishment of a multi supplier framework to deliver planned and reactive repair, maintenance, servicing and minor work options for waste disposal equipment and facilities under one procurement agreement.

The Committee **agreed:**

- (1) to approve the Procurement Approval Form attached as Appendix 1 to the report to procure and establish a multi supplier maintenance framework for waste disposal equipment / facilities; and
- (2) not to reserve the award of the multi supplier maintenance framework for waste disposal equipment / facilities and on that basis to note that the Head of Service, Roads, Landscape and Waste Services, would be authorised to award the contract.

22. HARBOUR DEVELOPMENT PLANS – PROCUREMENT

With reference to the Minute of Meeting of the Committee of 13 May, 2021 (Item 10), there was circulated a report dated 1 June, 2021 by the Director of Infrastructure Services seeking approval of a supplementary procurement plan for the procurement of the services of a consultant to develop Harbour Development Plans.

The Committee **agreed**:

- (1) to approve the item on the Supplementary Procurement Plan and note that this would be added to the Infrastructure Services Directorate Annual Procurement Plan 2021/22;
- (2) that the Head of Service, Roads, Landscape and Waste Services, develop a Brief for the engagement of appropriate external consultancy support following consultation with the Chair, Vice Chair and Opposition spokesperson from this Committee together with the Harbour Sub-Committee; and
- (3) not to reserve approval of the Procurement Approval Form for this item.

ITEM FOR NOTING

- (A) Minute of Meeting of the Aberdeen City Region Deal Joint Committee of 5 February, 2021 (APPENDIX A).

APPENDIX A

ABERDEEN CITY REGION DEAL:

Powering Tomorrow's World

ABERDEEN, 5 February 2021. Minute of Meeting of the ABERDEEN CITY REGION DEAL JOINT COMMITTEE. Present:- Councillor Jenny Laing, Chairperson; Councillor Andy Kille, Vice-Chairperson; Councillors Peter Argyle, Marie Boulton, Douglas Lumsden and Gwyneth Petrie; Jennifer Crow, Professor Stephen Logan and Sir Ian Wood.

The agenda, reports and meeting recordings associated with this minute can be located [here](#).

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

DETERMINATION OF EXEMPT BUSINESS

1. The Chairperson proposed that the Joint Committee consider agenda item 10 (City Region Deal – Financial Update Q3 2020/21 – Exempt Appendix) 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 at item 10, so as to avoid disclosure of information of the classes described in paragraph 6 of Schedule 7(A) to the Act.

DECLARATIONS OF INTEREST

2. Members were requested to intimate any declarations of interest in respect of the items on today's agenda, thereafter the following were intimated:-
 - (1) Councillor Lumsden declared an interest in item 7 (Aberdeen City Region Deal Quarterly Progress Update), specifically as it contained information in relation to the Bio-Hub, by virtue of him being a Council appointed Board Member of NHS Grampian. He considered that the nature of his interest did not require him to leave the meeting during the consideration of this item; and
 - (2) Sir Ian Wood, Professor Stephen Logan, Jennifer Crow and Councillor Andy Kille declared an interest in item 7 (Aberdeen City Region Deal Quarterly Progress Update), specifically as it contained information in relation to the Bio-Hub, by virtue of them being Board Members of Opportunity North East. They considered that the nature of their interest did not require them to leave the meeting during the consideration of this item.

CHANGES TO MEMBERSHIP OF THE JOINT COMMITTEE

3. The Joint Committee had before them a notification of a change to its membership as follows:-

Councillor Andy Kille to replace Councillor Jim Gifford as an Aberdeenshire Council substantive member.

At this juncture, the Chairperson advised (1) that Patrick Machray had resigned as an Opportunity North East (ONE) substantive member and would be replaced by Jennifer Craw; and (2) that Professor John Harper had also resigned as an Opportunity North East substitute member and that he would be replaced by Professor George Boyne.

The Joint Committee resolved:-

- (i) to note the change to the membership in relation to Aberdeenshire Council; and
- (ii) to approve the ONE membership changes.

APPOINTMENT OF VICE CHAIRPERSON

4. With reference to the resignation of Councillor Gifford, the Chairperson sought nominations for the vacant position of Vice Chairperson of the Joint Committee, whereupon:-

The Chairperson, seconded by Councillor Argyle, moved:-
that Councillor Kille be appointed as Vice Chairperson of the Joint Committee.

The Joint Committee resolved:-

to appoint Councillor Kille as Vice Chairperson.

MINUTE OF PREVIOUS MEETING OF 13 NOVEMBER 2020, FOR APPROVAL

5. The Joint Committee had before it the minute of its previous meeting of 13 November 2020, for approval.

With reference to article 8 (resolution (vi) and (vii)), Derek McGowan, Chief Officer – Early Intervention and Community Empowerment, Aberdeen City Council advised that to date, he had not received a response from the Cabinet Secretary for Local Government, Housing and Planning in relation to the request to (1) seek greater flexibility in the criteria for the £20m Housing Infrastructure Fund (HIF) funding; and (2) to provide formal assurances that HIF funding would be available after 31 March 2021 to unlock sites of strategic importance for affordable housing.

With reference to article 7 (Scottish Government Additional Investment Update – Transport Projects), Paul Finch, Nestrans provided an update on the Aberdeen to Central Belt Rail project, specifically the journey time aspirations and the other benefits proposed by Transport Scotland.

The Joint Committee resolved:-

- (i) that due to the impending 31 March 2021 deadline in relation to the Housing Infrastructure Fund, that a further letter to be signed by the Chairperson, Vice Chairperson and Sir Ian Wood, be sent to the Cabinet Secretary seeking an urgent response to the letter issued previously;
- (ii) that the Briefing Note prepared by Paul Finch issued by the Clerk to members on 11 January 2021, relating to the journey time savings for the Aberdeen to Central Belt Rail project be re-circulated to members with the inclusion of any recent information received from Transport Scotland to date; and
- (iii) to otherwise approve the minute.

ABERDEEN CITY REGION DEAL QUARTERLY PROGRESS UPDATE

6. The Joint Committee had before it a report by the Programme Manager which provided information on the progress of the City Region Deal and its constituent workstreams, through the body of the report and Appendix A – Quarterly Progress Report.

The report recommended:-

that the Joint Committee –

- (a) note the content of the report, its appendices, and the progress made; and
- (b) approve the Committee Dates for 2021/22 outlined in section 3.1 of the report.

The proposed future meeting dates all commencing at 9.30am were outlined as follows:-

14 May 2021;
20 August 2021;
12 November 2021; and
04 February 2022.

The Joint Committee resolved:-

to approve the recommendations.

DIGITAL INFRASTRUCTURE FULL BUSINESS CASE

7. The Joint Committee had before it a report by Wendy Robertson, Digital Lead which (1) provided an update on the timescales for presenting the Digital Infrastructure full business case; and (2) sought permission to accelerate one of the options by using Aberdeen City and Aberdeenshire Councils' Digital funding at a cost of £220,000.

The report recommended:-

that the Joint Committee –

- (a) note the timescales for the Digital Infrastructure Full Business Case has moved from February 2021 to at least May 2021 as it is dependent on when we receive information from the Scottish Government on the R100 premise level data as relevant to the Aberdeen and Aberdeenshire area. The delay to R100 will see at least a five-month delay to the Business Case approval, depending on when the outcome is known and the governance approvals stages with the Scottish Government and Joint Committee that follow; and

- (b) approve Option 2 in the interim - which is the utilisation of a 0.5 FTE up to 1FTE officer to drive demand stimulation and aggregation activities, with a further 1.5FTE if required, once the R100 North Lot premise level data is determined. This is subject to Aberdeenshire Council committee approval on 11th March 2021, as per their governance for City Region Deal funding.

The Joint Committee heard from Wendy Robertson who highlighted the key information from the report and provided responses to questions from members, specifically in relation to the R100 Scheme.

The Joint Committee noted that BT's Implementation Plan for the R100 scheme should be circulated to partners by late Spring/early Summer, following which the final Business Case would be prepared and submitted for consideration.

The Joint Committee resolved:-

to approve the recommendations contained within the report.

CITY REGION DEAL – FINANCIAL UPDATE Q3 2020/21

8. The Joint Committee had before it a joint report from the Programme Manager and John Lovie, Aberdeenshire Council, which provided information on the finances of the Aberdeen City Region Deal for actual expenditure in financial year 2020/21 and the updated the 2020/21 forecast.

The report recommended:-

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

The Joint Committee resolved:-

to approve the recommendation.

CITY REGION DEAL – FINANCIAL UPDATE Q3 2020/21

9. The Joint Committee had before it an exempt appendix relating to the City Region Deal – Financial Update Q3 2020/21 report, referred to at article 8 of this minute.

Jenifer Crow provided an update in relation to the Bio-Therapeutic Hub for Innovation and the Seed Pod (Food Hub for Innovation).

The Joint Committee resolved:-

to note the information contained within the exempt appendix.

VALEDICTORY

10. The Chairperson, on behalf of the Joint Committee expressed her thanks to Alan Wood for the support and work he had undertaken for the Joint Committee as Finance Officer over the last few years. She wished him well, in his new role within Aberdeenshire Council.

The Chairperson advised that Mary Beattie would replace Alan as the Finance Officer for the Joint Committee.

The Joint Committee resolved:-

to concur with the Chairperson.

- **COUNCILLOR JENNY LAING, Chairperson.**