

ABERDEENSHIRE COUNCIL
INFRASTRUCTURE SERVICES COMMITTEE

VIRTUAL MEETING, 27 APRIL 2022

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

Apologies: Councillors D Aitchison, G Carr, A Fakley, P Johnston and J Latham.

Officers: Director of Environment and Infrastructure Services; Head of Service (Planning & Economy); Head of Service (Roads & Infrastructure); Fleet Manager (Roads & Infrastructure), Business Partner, Finance (Moira Beverley), Principal Solicitor, Democratic Services (Arlene Gibbs), and Senior Committee Officer, (Frances Brown).

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 interest was intimated:

Councillor Argyle declared an interest in Item 3 by virtue of being a Director of VisitAberdeenshire. Councillor Argyle confirmed that he would leave the meeting and take no part in that item.

The Chair confirmed that Councillor Cox, as Vice Chair, would Chair the meeting for Item 3 in his absence.

2A. STATEMENT ON EQUALITIES

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.

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
3	8
4	6 & 8
5	8

3. SUPPLEMENTARY DIRECTORATE PROCUREMENT PLAN – DIRECT AWARD FOR TOURISM SERVICES BY VISITABERDEENSHIRE

With reference to the Minute of the Infrastructure Services Committee meeting of 10 March 2022 (Item 23), there was circulated a report dated 13 April 2022, by the Director of Environment & Infrastructure Services, which sought approval from the Committee to add the contract for Tourism Services presented in the Supplementary Workplan as Appendix 1 to the report, to the Directorate Procurement Plan for 2022-23, 2023-24 and 2024-25.

The report explained that VisitAberdeenshire had been delivering a wide range of destination management services for the region, including developing and supporting tourism businesses throughout a difficult period of travel restrictions, and the proposed Service Level Agreement for 2022-2025 outlined the expectations and responsibilities of VisitAberdeenshire for delivering Tourism Services on behalf of Aberdeenshire for the next three years.

During discussion, the Committee requested that when the Service Level Agreement with VisitAberdeenshire was reported back to Committee, that report should include meaningful Key Performance Indicators (KPI's). Information on performance should include statistics, prior to Covid-19, alongside statistics, following the lifting of restrictions/travel, to allow the Committee to consider the value of the contract for tourism services provided by VisitAberdeenshire.

Having considered the content of the report, the Committee **agreed**:

- (1) to **approve** the item on the Supplementary Workplan at Appendix 1 to the Directorate Procurement Plan that was approved by the Committee on 10 March 2022.
- (2) to **approve** the direct award of the contract for Tourism Services to VisitAberdeenshire for the years for 2022-2023 and to **agree** indicative awards for the years 2023-2025.
- (3) to **delegate** authority to the Head of Planning & Economy to negotiate the terms of a Service Level Agreement between Aberdeenshire Council and VisitAberdeenshire, outlining the expectations and responsibilities of delivering Tourism Services on behalf of the Council, for 2022-25; and
- (4) to **agree** that the Service Level Agreement is reported to the Committee at its meeting in June 2022 for approval and that bi-annual performance updates are reported to the Committee and annually to Area Committees.

4. GREEN FREEPORT BID SUBMISSION

With reference to the Minute of the Infrastructure Services Committee meeting of 13 May 2021 (Item 18), there was circulated a report dated 11 April 2022 by the Director of Environment & Infrastructure Services, which updated the Committee on the introduction of Green Freeports in Scotland; the legislation regulating the Green Freeport bidding process; the development of the Aberdeen and Peterhead Green Freeport bid; the preferred locations of the tax and customs sites and which sought approval from the Committee to submit the bid.

The Head of Service (Planning & Economy) introduced the report and advised the Committee that if the Committee approved submission of the bid, further reports would be presented to Committee to present a governance structure and to outline the business case in full. It was expected that the Officers would find out if the bid had been successful in August 2022.

During discussion, the Committee sought assurances that Officers would consider, and have further discussions regarding the risk of displacement within the maritime sector. The Committee hoped that the bid submission would build on anything that would benefit all those involved in maritime industries, sustaining all marine stakeholders.

Having considered the content of the report, the Committee **agreed**:

- (1) to **note** the legislative context regulating the bidding process for the formation of 2 Green Freeports in Scotland.
- (2) to **note** that the bid proposal at present includes the creation of 2 tax sites and a customs site in Aberdeenshire as well as the creation of a customs and tax site in Aberdeen City.
- (3) to **note** that if successful the Aberdeen and Peterhead Green Freeport consortium would receive £1M from a UK Government £52M seed funding pot towards the creation of a governance structure and development of an outline business case. Thereafter, depending on the value of the business case, the consortium would receive capital regeneration seed funding with a value up to £25M from the remainder of the pot to establish the Green Freeport.
- (4) that they had **considered** and **commented** on Elected Member and Officer membership of the Green Freeport Governance Structure.
- (5) to **instruct** the Head of Planning and Economy to confirm Aberdeenshire Councils continued participation through bid submission; and
- (6) to **instruct** the Director of Environment and Infrastructure Services to report to Full Council, if the bid proposal is successful, on (i) the Council's continued participation in the establishment and operation of the Aberdeen and Peterhead Green Freeport, (ii) the associated revenue and capital implications for the Council of such continued participation, and (iii) the governance structure which will oversee the establishment and operation of the Green Freeport.

5. REPLACEMENT ACCESSIBLE MINIBUSES

There was circulated a report dated 19 April 2022, by the Director of Environment & Infrastructure Services, which presented details of the vehicle replacement programme, specifically for accessible minibuses, which the Committee were asked to approve the procurement plan and procurement approval form, to enable a direct award of the Scotland Excel Heavy Vehicle framework.

The report explained that the automotive industry had seen delivery lead times increase over the last 2 years, which had resulted in vehicle orders not being delivered by the end of the financial year in which they had been ordered, with many manufacturers now having limited availability, and many no longer accepting orders.

It was reported that while Fleet Services had developed a two-year vehicle replacement programme for 2022/2023 and 2023/2034 which would be reported to Committee in June 2022 for approval, there was an urgency to procure accessible minibuses due to limited availability, thereby requiring a supplementary procurement plan for those vehicles, to allow Officers to proceed to award the contract.

During discussion, the Committee requested that future reports should include estimated costs for the maintenance of vehicles, to allow the Committee to consider those costs, alongside the costs associated with the resale or reuse of older vehicles.

Having considered the content of the report, the Committee **agreed**:

- (1) to **approve** the Procurement Approval Form (PAF) as presented in Appendix 1 to the report.
- (2) to **approve** the supplementary procurement plan, as presented in Appendix 2 to the report.
- (3) to **note** that authority to award the contract would be delegated to the Head of Service (Roads and Infrastructure), as the Chief Officer with budget responsibility; and
- (4) to **instruct** Officers to include estimated costs for the maintenance of vehicles, to allow the Committee to consider those costs, alongside the costs associated with resale or reuse of older vehicles.