

ABERDEENSHIRE COUNCIL

INFRASTRUCTURE SERVICES COMMITTEE

WOODHILL HOUSE, ABERDEEN, 23 AUGUST, 2018

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

Apologies: Councillor D Lonchay.

Officers: Director of Infrastructure Services, Head of Service (Planning and Building Standards), Head of Service (Roads, Landscape and Waste Management), Head of Service (Transportation), Head of Service (Economic Development & Protective Services), Planning Manager (M Stewart), Fleet Manager, Transportation, Accountancy Finance Manager, Principal Solicitor (R O'Hare) and Committee Officer (A McLeod).

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 –

- (1) Item 11 – Councillors Argyle, Aitchison, Cox and Pike as members of NESTRANS and Councillor Mollison as a substitute member of NESTRANS and having applied the objective test considered the interest to be remote and insignificant and continued to participate in the meeting; and
- (2) Item 14 – Councillor Agnew as a trustee of an organisation applying for a grant, and left the meeting.

2. RESOLUTIONS

A. PUBLIC SECTOR EQUALITY DUTY

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

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

B. EXEMPT INFORMATION

The Committee **agreed**, in terms of Section 50A (4) and (5) of the Local Government (Scotland) Act 1973 to exclude the public from the meeting during consideration of Items 17

and 18, so as to avoid disclosure of exempt information of the classes described in the undernoted paragraphs of Part 1 of Schedule 7A of the Act.

Item No	Paragraph No of Schedule 7A
17	8
18	8 and 10

3. MINUTE OF MEETING OF INFRASTRUCTURE SERVICES COMMITTEE OF 21 JUNE, 2018

The Committee had before them, and **approved** as a correct record, the Minute of Meeting of 21 June, 2018.

4. VEHICLE TELEMATICS, BY PAUL GRAY, FLEET MANAGER, TRANSPORTATION

The Chair welcomed Mr Paul Gray, the Council's Fleet Manager, Transportation Service, who gave a presentation to the Committee on the installation of vehicle telematics to the Council's fleet of vehicles. He advised that following a tender process a contract had been awarded to UK Telematics, which was on course for the installation of telematics to 790 Council vehicles, with a forecast completion date of 1 October, 2018. He explained that the installation of telematics to Council vehicles aims to promote safe and efficient driving across the organisation, protect our drivers from false claims and allegations, provide a solution to support lone workers, help to reduce vehicle running and maintenance costs, expedite the investigation of vehicle accidents and incidents and assist with the improvement of resource programming.

A demonstration of the live system was provided which highlighted the ease of use of the system and the type of business intelligence which was available as well as management reports which could be generated.

Mr Gray responded to Members questions in relation to possible future options for linking the telematics system to dashcam footage; use of the system to investigate complaints; implications for negotiating future insurance premiums; the future development of extra data capacity to allow the refuse fleet to monitor road conditions and assist in identifying road maintenance requirements.

The Chair thanked Mr Gray for an extremely valuable and useful presentation and welcomed an update to the Committee on the roll out of the system after it has been operational for a year.

5. APP/2017/3188 - RESIDENTIAL DEVELOPMENT AND ASSOCIATED INFRASTRUCTURE – SITE AT CONGLASS, CRAWFORD ROAD, INVERURIE – CALA HOMES

The Chair reported that a request to speak on the application had been received from the applicant and the Committee **agreed** to hear from Lynn Melvin (Senior Land Manager, Cala) prior to determination of the application.

With reference to the Minutes of Meeting of the Garioch Area Committee of 19 June, 2018 (Item 6), and 29 May 2018 (Item 6c), there had been circulated a report dated 16 July, 2018 by the Director of Infrastructure Services which sought consideration of an application for Full Planning Permission for a Residential Development and Associated Infrastructure at a Site at Conglass, Crawford Road, Inverurie.

The report advised that in terms of Section F.4.1 of Part 2A List of Committee Powers and Section C.2.1c of Part 2C Planning Delegations of the Scheme of Governance the application had been referred to the Infrastructure Services Committee for final determination, as the application is a major development where the Head of Planning and Building Standards is of the professional opinion that approval of the application would be a departure, albeit not a significant departure from the Development Plan, and the Area Committee had decided to support the application.

The Planning Manager reported on the detail of the application and highlighted key areas for consideration, including the acceptability of the development in terms of Policy R2: Housing and employment development elsewhere in the countryside, of the Aberdeenshire Local Development Plan 2017. The proposed development involves a change to the boundary of the allocated site ,OP1, a site allocated in the 2017 Aberdeenshire Local Development Plan (ALDP) for a mix of uses (58 homes & 0.35ha employment land) including 14 affordable houses. The proposal is to rotate the site by 90 degrees, which results in approximately 3.6ha of the site being outwith the ALDP 2017 allocation and also the settlement boundary.

The resulting extension to the settlement boundary of Inverurie, would provide 57 houses including 14 affordable houses the amended site facilitating an improved layout and access arrangements. She further advised that the development is deemed to be a departure from Policy R2: Housing and employment development elsewhere in the countryside on the basis that 37 of the 57 houses would be located outwith the allocated site boundary. She advised the Committee that the proposal to rotate the site by 90 degrees to an East – West orientation would provide a better layout and overcome issues relating to the topography of the site, would provide an improved roads layout with two new access on to Crawford Road and utilising an existing access that currently serves the care home.. The resulting visual aspect of the site would result in an overall improved residential layout and provide a street frontage onto Crawford Road. Following referral of the application to the Garioch Area Committee on 19 June 2018, the Committee had asked for a masterplan for the remainder of OP1. Following consultation between officers and the developer an indicative layout had been submitted for a potential phase 2 to the Garioch Area Committee on 19 June 2018, and that Committee had agreed the indicative layout plan as the context for subsequent planning applications and noted that the indicative plan would be material to any future development of the remainder of the allocated site.

In conclusion, the Planning Manager confirmed that the application had been referred to the Infrastructure Services Committee with a recommendation that authority to grant Full Planning Permission be delegated to the Head of Planning and Building Standards subject to conclusion and registration of a Section 75 agreement and conditions as stated in the report.

The Planning Manager then responded to questions from Members on issues relating to the future of the remaining unallocated portion of site OP1, potential playpark and community open space within the development and the proposed location of the affordable housing within the development.

The Committee then heard from Ms Lynn Melvin, Senior Land Manager, Cala Homes (North) Limited, in support of the application, who confirmed that the company had worked hard with planning officers to come up with a high-quality development, which would provide an attractive gateway to Inverurie by the re-orientation of the site. She also confirmed that provision had been made for a playpark within phase 1 and within the proposed masterplan process provision would be made for community space. The company had also worked closely with Council officers with regard to the proposed location and mix of affordable housing.

Ms Melvin responded to questions from Members in relation to Cala's prior position in relation to Local Development Plan bids, the proximity of the site to local retail outlets, the proposed

mix of affordable housing and the proposed mix of the remainder of the housing and the challenges of the site in relation to the topography.

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

That authority to GRANT Full Planning Permission be delegated to the Head of Planning and Building Standards subject to:

- a) conclusion and registration of a S75 legal agreement; and
- b) conditions covering the following matters:
 1. No works in connection with the development hereby approved shall commence unless the tree protection measures have been implemented in full in accordance with the approved tree protection plan. No materials, supplies, plant, machinery, soil heaps, changes in ground levels or construction activities shall be permitted within the protected areas without the written consent of the planning authority and no fire shall be lit in the position where the flames could extend to within 5 metres of foliage, branches or trunks. The approved tree protection measures shall be retained in situ until the development has been completed.

Reason: In order to ensure adequate protection for the trees and hedges on the site during the construction of development, and in the interests of the visual amenity of the area.

2. No works in connection with the development hereby approved shall commence unless a detailed site-specific construction method statement and related site plan has been submitted to and approved in writing by the planning authority. The Construction Method Statement shall include:
 - how pollution will be prevented and controlled for any activities within 10m of a watercourse;
 - details of all temporary measures proposed to deal with surface water run off during construction works and prior to the implementation of the agreed Sustainable Urban Drainage System; and
 - the location of temporary settling lagoons, silt levels in discharges and temporary equipment stores.

All construction works on the site shall be carried out in accordance with the approved construction method statement.

Reason: In order to prevent potential pollution of the water environment and to protect the associated natural heritage interests of these watercourses.

3. Prior to commencement of development a Street Engineering Review (SER) and Stage 2 Quality Audit (QA) must be submitted (includes RSA, DDA, visual and NMU audit components) for approval by the Planning Service in consultation with Roads Development. QA must include designers audit responses and identify any potential conflicts between component audits together with proposed solution or balanced view ultimately proposed to address audit conflicts in the QA conclusion section.

Reason: In the interests of road safety.

4. No residential dwelling shall be occupied unless all roads, footpaths, parking and turning areas serving that dwelling have been completed to the level of bottoming and bitmac base course, including the access bellmouth and all turning heads to the current Aberdeenshire Council Road Construction Standards. Once provided, all roads, footpaths, parking and turning areas shall thereafter be permanently retained as such. Adequate visibility shall be provided at each approved new access, road junction and along roads. Once formed, the visibility splays shall be permanently retained thereafter and no visual obstruction of any kind shall be permitted within the visibility splays. Any amendments to the agreed path widths or surfacing materials shall be subject to the written agreement of the Planning Authority in consultation with the Infrastructure Service (Roads Development).

Reason: To ensure the provision of means of access, turning space and visibility and parking to an adequate standard in the interests of road safety.

5. That within 6 months of the occupation of the penultimate residential unit in this development, all roads, footpaths, parking and turning areas within and serving that phase of the development shall be completed to their final specification to the adoptable standards of Aberdeenshire Council. Once provided, all parking and turning areas shall thereafter be permanently retained as such.

Reason: To ensure the provision of a means of access and turning space to an adequate standard in the interests of road safety.

6. No dwellinghouse hereby approved shall be occupied unless a comprehensive Residential Travel Pack that sets out proposals for reducing the dependency of residents on the private car shall be submitted to and approved in writing by the Planning Authority. A copy of the Residential Travel Pack shall be provided for every new tenant and purchasers of the dwellinghouses.

Reason: In the interests of encouraging a more sustainable means of travel to and from the proposed development.

7. Prior to the construction of any dwellinghouse, the following details must be submitted to and approved in writing by the Planning Authority:

- (a) details of the children's play equipment including surfacing materials of the play areas;
- (b) a detailed scheme for the implementation of the said equipment and surfacing; and
- (c) details of the long-term management of the play equipment and surfacing.

The equipment and areas shall be implemented on site and maintained thereafter in complete accordance with the approved details and in any event shall be fully implemented prior to completion of the 28th dwellinghouse on the site.

Reason: In the interests of the ensuring the timeous provision of suitable play equipment in the areas of open space in the interests of the amenity of the area.

8. The tree management proposals shall be carried out in complete accordance with the approved scheme as contained in the Tree Survey Report, Arboriculture Impact Plan & Tree Protection Plan – Treelogic - 18 December 2017.

Reason: In order to preserve the character and visual amenity of the area.

9. 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.

10. No dwellinghouse hereby approved shall be occupied unless the proposed surface water drainage system has been provided in accordance with the approved plans and the Drainage Impact Assessment report by Cameron & Ross – November 2017. 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.

11. The proposed surface water drainage systems shall be carried out in accordance with the approved plans and no dwellinghouse shall be occupied unless its approved drainage system has been completed and certified as such by a qualified drainage engineer to the satisfaction of the Planning Authority.

Reason: To ensure that adequate surface water drainage facilities are provided in the interest of the amenity of the area.

12. The development hereby approved shall connect to the public foul sewer and public water supply and no dwellinghouse shall be occupied unless both the aforementioned connections are fully operational and accord with the requirements of Scottish Water.

Reason: To ensure that adequate water supply and foul drainage facilities are provided to serve the development in the interest of the amenity of the area.

13. Details of the materials and colour finish of all boundary enclosures shall be submitted to and approved in writing by the Planning Authority. The agreed boundary enclosures shall thereafter be implemented on site in accordance with the submitted details. No dwellinghouse hereby approved shall be occupied unless all of its associated means of enclosure has been provided in accordance with the approved plans to the satisfaction of the Planning Authority. Any variations to the boundary enclosures hereby approved shall be submitted to and approved in writing by the Planning Authority.

Reason: In the interests of the residential amenities of the occupiers of the dwellinghouses and the visual amenity of the area.

14. Prior to the occupation of any dwelling, full details of all the materials for roofs, walls, windows, doors, garage doors and rainwater goods to be used in the external finish for the approved development shall be submitted to and approved in writing by the planning authority. The development shall not be

occupied unless the external finish has been applied in accordance with the approved details.

Reason: In the interests of the appearance of the development and the visual amenities of the area.

15. No individual dwellinghouse hereby approved shall be erected unless an Energy Statement applicable to that dwellinghouse 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 the Council's Supplementary Planning Guidance on Carbon Neutrality in New Developments.

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 the Council's Supplementary Planning Guidance - Carbon Neutrality in New Developments.

16. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 or any order amending, revoking or re-enacting that Order no means of enclosure, other than that shown on the approved plans shall be erected on the site under the terms of Class 3E of Schedule 1 to that Order without an express grant of planning permission from the planning authority.

Reason: In the interests of the character and appearance of the development.

17. Prior to the occupation of any dwelling the existing access track on the western boundary of the site shall be closed off and locked gates installed in accordance with the details shown on the approved plan – Ref: 5295-05F. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (Scotland) Order 1992 or any order amending, revoking or re-enacting that Order, the existing access shall not subsequently be reopened and no new access, other than that approved under this planning permission, shall be formed, laid out or constructed under the terms of Class 8 of Schedule 1 to that Order without an express grant of planning permission from the planning authority.

Reason: In the interests of road safety.

The Committee further **agreed** to delegate to the Head of Planning and Building Standards to ensure a rewording of the reasons for departure, taking account of the more significant reasons for departure as discussed at the meeting. This was on the basis that the reason for the departure was made more robust and based more on the improved layout and deliverability of the site as opposed to the main thrust being more choice was being given to the Inverurie market – which was disputed. Also to change from 'repositioning' of the site to a more appropriate choice of word e.g. orientation would be more appropriate.

6. APP/2017/2942 – FULL PLANNING PERMISSION FOR EXTRACTION OF SOIL AND STONE (RETROSPECTIVE) AT WESTSIDE OF FORGLEN, TURRIFF

The Chair reported that requests to speak had been received on behalf of the applicant, and objectors and the Committee **agreed** to hear from Mr James Bayne, Alvah and Forglen Community Council (Consultee), Ms Kimberly Murray (on behalf of the applicant), Mr Geraint Hughes, Brodies (on behalf of 7 objectors).

With reference to the Minute of Meeting of the Banff and Buchan Area Committee of 12 June 2018 (item 19a), there had been circulated a report dated 6 July, 2018 by the Director of Infrastructure Services which sought consideration of an application for Full Planning Permission for the Extraction of Soil and Stone (Retrospective) at Westside of Forglen, Forglen, Turriff.

The report advised that in terms of Standing Order 5.5 the application had been referred to the Infrastructure Services Committee for final determination following a vote resulting in a decision to delegate the grant of Full Planning Permission to the Head of Planning and Building Standards, subject to appropriate conditions, against officer recommendation at the Banff and Buchan Area Committee meeting on 12 June 2018. In terms of paragraph 5.5.2 (f) of Standing Orders, and with more than one third (three) members of the Committee present and voting in agreement, the application was referred to the Infrastructure Services Committee for final decision.

The Planning Manager reported on the detail of the application and highlighted key areas for consideration, including the location of the site, the size and scale of the development, the application for soil and stone extraction, which was part retrospective, being considered a small scale extraction for the applicant's own use as a builder, and not for commercial use. The applicant, she indicated, had intimated within the supporting statement that on average, one lorry per calendar month was being used for the movement of the extracted materials. She highlighted the impacts on existing residential dwellings and on the designed landscape, including the A-listed Forglen House. She indicated that both the Environmental Health Service and SEPA had commented in detail on the proposals and had asked for specific information and conditions to be attached to any permission. She further commented on issues of road safety, with the Roads service having indicated that two minor unclassified roads giving access to the site were very narrow and would require the provision of inter visible passing places to make the proposal acceptable in road safety terms, and noting that none of the land required for the provision of passing places was in the ownership of the applicant or the Council. She advised that the application was recommended for refusal for the reasons detailed in the report.

The Planning Manager then responded to questions from Members on the potential enforcement of lorry movements to and from the site, existing restrictions or constraints on travel movements in respect of the existing planning permission at the site and the planning history of the site.

The Committee then heard from Mr James Bayne, who outlined the objections of the Alvah and Forglen Community Council to the application, on road safety grounds. It was considered that heavy lorries on narrow unclassified roads, which lacked appropriate passing places, posed a threat to local residents including children, dog walkers and horse riders in the vicinity of the application site. Mr Bayne concluded by stating that the lack of suitable passing places and the inability to be able to provide these and the resultant inability to make the proposal acceptable in road safety terms and to the satisfaction of the Roads Service, required a decision of refusal of the application, as recommended by Officers.

Questions were asked by Members in relation to the existence of any warning signs on the road in the vicinity of the site, the frequency of use of the unclassified road by horse riders and the history of vehicle accidents on the road.

Ms Kimberly Murray, on behalf of the applicant, then addressed the Committee and advised that the applicant employed 30 people and had employed 20 apprentices over a number of years and had supported the local community in a number of ways over the years. She indicated that with regard to the lack of passing places, there were three existing passing places and the applicant had plans to improve visibility along the route by cutting back gorse along the roadside. She indicated that there were no restrictions on vehicle movement at the current builder's yard. She referred to recent tree felling operations nearby which had resulted in large trees being transported by 50 feet lorries which had received consent with no objections. She confirmed that refusing the application would result in the use of contractors and thus increase the number of vehicles in the road. She confirmed that the applicant was seeking permission for a small scale quarrying operation with the aim of allowing his business to operate in a sustainable way within a competitive local market.

Questions were asked by Members in relation to road safety concerns if the refusal of the application were to result in an increase of lorry movements to and from the site, the inability of the applicant to provide the required mitigation in the form of passing places, the role of the Traffic Commissioner in assessing road safety in the granting of operator licenses, the proposed frequency of lorry movements in respect of the quarrying operations, the experience and understanding of the applicants' drivers of driving safely on local roads.

The Committee then heard from Mr Geraint Hughes (Brody) on behalf of seven local residents, objecting to the proposal. He referred to the accessibility of the site through narrow single track lanes and the requirement for the provision of inter visible passing places in order to meet the Council's road safety standards, with the applicant having no means to satisfy the Council's requirements. He concluded by advising that the Committee must refuse the application.

Mr Hughes responded to Members questions in relation to an existing enforcement notice at the site in respect of the quarrying operations, the lack of prospect for the applicant to obtain land rights to provide the required passing places, the remit of the Traffic Commissioner in respect of the issue of an operator's licence, the remit of the Council as Roads Authority, the potential use of planning conditions to restrict the sale of quarrying materials to other operators, the use of planning conditions to restrict roads access, the potential for the imposition of a suspensive condition in respect of the provision of passing places.

Members were advised by the Planning Manager that in terms of imposing suspensive conditions relating to the provision of the required road safety mitigation there was no mechanism to ensure applicant can secure land to form the passing places. The service are consistent with the advice regarding the use of (suspensive) conditions - these would not be recommended where there is no reasonable prospect of the works being able to be carried out (eg forming all the required passing places) due to land outwith the control of the applicant and not within the control of the Council. The Service would not consider the use of conditions in this instance as good practice.

After discussion, Councillor Cox, seconded by Councillor Pike, moved that the Committee delegate authority to the Head of Planning and Building Standards to grant Full Planning Permission for Extraction of Soil and Stone (Retrospective) at Westside of Forglen, Forglen, Turriff, subject to the applicant entering into a Section 75 legal agreement with the Council and subject to appropriate conditions as detailed in paragraph 6.2 in the report.

As an amendment, Councillor Withey, seconded by Councillor Findlater, moved that the application be refused for the reasons stated in the report at paragraph 6.1.

Members of the Committee voted:-

For the motion	(6)	Councillors Cox, Aitchison, Ingram, Johnston, Pike and S Smith
For the amendment	(8)	Councillors Argyle, Agnew, Carr, Latham, Findlater, Mollison, Reid and Withey

The amendment was carried and the Committee **agreed** to REFUSE Full Planning Permission for the following reasons: -

- 1) The application is contrary to Policy R3: Minerals and Hill Tracks, of the Aberdeenshire Local Development Plan 2017, due to the adverse negative impact the development will have upon the local roads network.
- 2) The application is contrary to Policy RD1: Providing Suitable Services, of the Aberdeenshire Local Development Plan 2017, as the proposed development cannot provide the mitigation required in order to address concerns of the impact of development upon local roads infrastructure.

7. SCOTTISH WATER CONSULTATION – ‘SHAPING THE FUTURE’

There had been circulated a report dated 27 July, 2018 by the Director of Infrastructure Services, seeking the Council's response to a Scottish Water consultation document setting out proposals to support customers and communities across Scotland in the decades to come and their proposed ambitions and priorities for the future. The consultation document outlined three key ambitions which will guide and underpin Scottish Water's activities in the coming years, namely (1) to deliver a consistently leading customer experience; (2) to keep customer prices low by driving for further innovation and efficiency and through smart investment choices; and (3) to increase the reliability, resilience and sustainability of their services to new and emerging challenges.

The Committee heard from the Head of Planning and Building Control that feedback on the document from relevant Heads of Service had been considered by Area Committees when formulating their response to the consultation, and had been incorporated into the proposed formal corporate response which was before the Committee for consideration.

Officers responded to Members questions in relation to the issue of low water pressure, particularly in rural areas, and thereafter the Committee **agreed** to:-

- (1) note the three ambitions and the improvement priorities identified in the Scottish Water consultation, and the responses received from Services and the 6 Area Committees; and
- (2) Agree Aberdeenshire Council's proposed response to the Scottish Water consultation as contained in Appendix 3.

8. ABERDEENSHIRE COUNCIL - OUTDOOR ACCESS STRATEGY 2018-2021

A report dated 6 July, 2018 by the Director of Infrastructure Services was circulated, seeking consideration of the draft Outdoor Access Strategy 2018-2021 and associated Team Action Plan.

The Head of Planning and Building Control introduced the strategy and highlighted key priorities which have been identified to deliver the most positive impact on access in the area to reflect national and corporate identities, namely (1) to ensure paths and associated

infrastructure under the responsibility of the Council are properly maintained and fit for purpose; (2) to develop a model for community engagement and volunteer input into the management and development of path network; (3) signage of Aberdeenshire's path network beginning with core paths; and (4) to continue to improve processes used in upholding access rights.

Having heard that the Environment Teams within Planning and Building Standards have the lead in delivering the Outdoor Access Strategy, and having responded to issues raised by Members in relation to the need to ensure adequate staffing resources in order to meet a key priority of increasing community engagement, the Committee **agreed** to approve the proposed aims and key priorities of the Outdoor Access Strategy 2018-2021 and associated Team Action Plan.

At this stage in the proceedings, in terms of Standing Order 2.1.2, as it was 1.00pm, the Committee adjourned for lunch, and agreed to reconvene at 1.45pm.

9. INFRASTRUCTURE SERVICES QUARTER 4 AND YEAR END 2017-2018 PERFORMANCE REPORT (ABERDEENSHIRE PERFORMS)

A report dated 5 July, 2018 by the Director of Infrastructure Services was circulated reporting on the Infrastructure Services Performance (Quarter 4 and year end 2017-18) and the Service Plan update (Aberdeenshire Performs).

The Director of Infrastructure Services introduced the report and advised Members that a discussion session had been scheduled to work through in more detail the outcomes against key measures, and highlighted the performance of a number of key indicators against target.

The Director responded to questions raised by Members in relation to assistance provided by Business Gateway to business start-ups, street lighting faults, sickness absence ratios, roads maintenance issues and the rollout of LED street lights.

The Committee **agreed** to:-

- (1) Acknowledge the good performance achieved January – March 2018 (Quarter 4) and year end 2017-2018;
- (2) Note those measures where performance is below expectations January – March 2018 and year end 2017-2018;
- (3) Note the publication of the complete January – March 2018 and year end 2017 – 2018 Performance Bulletin on Ward Pages; and
- (4) Advise the Director to continue to report, by exception, to Committee quarterly on performance measures against service objectives.

10. FINANCIAL MONITORING AS AT 30 JUNE 2018

A report dated 10 August, 2018 by the Director of Infrastructure Services was circulated detailing the revenue and capital budgets to 30 June, 2018, requesting the Committee to note a number of budget virements which had been proposed for approval by appropriate Officers and Full Council in terms of the Council's Scheme of Governance.

The Director introduced the report and confirmed that the expenditure forecast position to the end of June, 2018 was on budget. He highlighted areas of budget pressure which were being monitored closely and were forecast to be managed within the overall budget for Infrastructure Services. He responded to points raised by Members in relation to car parking charges, the

ongoing challenge in relation to ageing bridge structures, falling trade waste income, efficiencies being gained in the use of telematics in Council owned vehicles, and the development of new technologies for road repairs.

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

- (1) To note the revenue and capital budget monitoring as at 30 June 2018;
- (2) To note the revenue budget virements set out in Appendix 3; and
- (3) That the Director of Infrastructure Services report to the Waste Management Working Group on the financial pressures faced following a drop in trade waste.

11. STRATEGIC TRANSPORT UPDATE

With reference to the Minute of Meeting of the Committee of 10 May, 2018 (Item 7) a report dated 13 August, 2018 by the Director of Infrastructure Services had been circulated providing an update on Local Transport Strategy Actions and work undertaken by officers to progress projects and initiatives including (1) work to reinstate a railway station at Kintore, (2) construction and development of shared use walking and cycling footpaths between Inverurie and Kintore, Ellon town centre to the Formartine and Buchan Way via the riverside at Deveron Road, Huntly, (3) the development of a Low Emission Vehicle Delivery Plan, (4) a recent award for Developing Youth Active Travel given to the Council by the Chartered Institute of Highways and Transportation (CIHT) and (5) the shortlisting of the Council in the Transport Local Authority of the Year Awards.

The Committee heard from the Head of Transportation who introduced the report and he advised the Committee that a Low Emission Vehicle Delivery Plan had been developed to detail how the Council will continue to promote the use of electric vehicle use through improved infrastructure and that the Council had been successful in receiving grant funding to assist with the installation of electric vehicle charging points. He responded to questions from Members on proposals for the expansion of electric vehicle charging point provision in Aberdeenshire, cycle route provision on A90 corridor to the north of Aberdeen and electric vehicle development.

Thereafter, the Committee **agreed**:-

- (1) To note the progress and developments taken through Nestrans and acknowledge the activities and developments being taken forward by 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 delegate to the Director of Infrastructure Services following consultation with the Chair, Vice-Chair and Opposition Spokesperson to appoint a representative to attend the UK Transport Awards on 11 October 2018 at which Aberdeenshire Council have been shortlisted for UK Transport Authority of the Year;
- (4) To welcome the award of Chargeplace Scotland Grant Offer 2018/19 of £276,000 which will be utilised in line with the delivery plan as set out in Appendix 2; and
- (5) That the Director of Infrastructure Services report to Area Committees and the Infrastructure Services Committee with an update on Strategic Corridors cycle provision to the North of Aberdeen City.

12. TRANSPORT (SCOTLAND) BILL

A report dated 13 August, 2018 by the Director of Infrastructure Services had been circulated on a draft response to the proposals in the Transport (Scotland) Bill, which had been introduced to the Scottish Parliament on 8 June, 2018.

The Head of Transportation introduced the report and confirmed that the Bill seeks to introduce a number of new powers and requirements which shall fall to Transport and Roads Authorities to exercise and enforce, and the Bill had been drafted following extensive consultations with all Councils in Scotland. In drafting the proposed responses to the Bill, Officers had taken on board the Committee's previous viewpoints across the various topics and over the consultation period Officers from Infrastructure Services had engaged heavily with the Scottish Government and Transport Scotland and during the drafting process of the Bill.

Officers responded to issues raised by Members, in relation to various matters, including the potential for a pavement parking ban on adopted roads, centralised decision making and an expectation that local authorities will consider adopting decriminalised parking enforcement.

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

- (1) Note the introduction of the Transport (Scotland) Bill to the Scottish Parliament on 8 June 2018;
- (2) Approve the draft responses to each section of the Bill as follows, for submission to the Rural Economy and Connectivity Committee by the deadline of 21 September, 2018:
 - 1) Part 1 Low Emission Zones at Appendix 1;
 - 2) Part 2 Bus Services at Appendix 2;
 - 3) Part 3 Ticketing Arrangements and Schemes at Appendix 3;
 - 4) Part 4 Pavement Parking and Double Parking at Appendix 4;
 - 5) Part 5 Road Works and the Scottish Road Works Commissioner at Appendix 5; and
 - 6) Part 6 Miscellaneous and General at Appendix 6; and
- (3) Approve the draft responses on the Financial Memorandum at Appendix 7, for submission to the Finance and Constitution Committee by the deadline of 21 September, 2018.

13. NEW HOUSING DEVELOPMENT OPEN SPACE MAINTENANCE - MEMBER PROMOTED ISSUE

A report dated 13 August, 2018 by the Director of Infrastructure Services was circulated seeking consideration of a Member Promoted Issue, as provided for in the Scheme of Governance, by Councillor Ford in relation to the current policy/practice not to adopt open spaces within new developments, seeking a review of the decision taken in 2011 to cease adopting all open spaces within new housing developments, and proposing the re-introduction of a formal mechanism for the adoption of open space. His concern centred on concerns received by elected members on ongoing dissatisfaction of residents with current private factoring services. Councillor Ford explained that he had received many complaints regarding the standards of maintenance of public open spaces in recent schemes where private factoring arrangements had been put in place and a lot of confusion existed in where the responsibilities lay. He suggested that the time had come for the Council to look again at the current policy with a view to seek to alleviate the problems that had arisen since the Council ceased to adopt open spaces within new housing developments.

The report outlined information relating to the current Open Space Strategy which was adopted in January 2011, and removed the mechanism by which a developer could request that the green space be adopted by the Council, and the purpose of this had been to insulate the Council from additional financial pressures that would have occurred as more open space was created across Aberdeenshire. It was also noted that the strategy does make provision for the Council's trading arm (Grounds) to carry out open space maintenance for private parties or organised groups such as residents' associations, and this would be on a full cost recovery basis, payable by the private parties involved.

Following discussion on cost implications, the current policy which requires that the maintenance of new public open space has to be agreed between the developer and the persons purchasing the properties, options available to address the matter, including offering guidance and advice to residents to find ways to ensure the adequate maintenance of open space in their residential area, the Committee **agreed**:-

- (1) To take no action on the Member Promoted Issue; and
- (2) That Officers should consider ways to give advice and support to residents in relation to options for the maintenance of open spaces in new housing developments.

Having moved an amendment, which was not seconded, seeking to have a formal scrutiny process under Section 7.1.1 of the list of Committee powers undertaken in respect of the policy on the maintenance of open space in new housing developments, Councillor Johnston requested, as provided for in Standing Order 5.2.4, that the terms of his amendment be recorded in the minute.

14. GREENSPACE AND BIODIVERSITY DEVELOPMENT

A report dated 13 August, 2018 by the Director of Infrastructure Services had been circulated on a proposed adjustment to the maintenance and development of open spaces in line with the current Parks and Open Spaces Strategy, with a planned approach which will lead to a reduction in amenity grass areas with compensatory increase in more natural classifications.

Having heard from the Head of Transportation that it was important that through the development of a planned approach there was a strong focus on community engagement and it was proposed that a short term project team would deliver the engagement and make a joint application to the North and South Aberdeenshire LEADER programme for funding for two officer posts for a period of 18 months to progress the work and establish the required change, focussing on the community consultation element, the Committee **agreed** to support the funding application to the North and South Aberdeenshire LEADER programmes in relation to the Greenspace and Biodiversity development.

15. ABERDEEN AND ABERDEENSHIRE TOURISM STRATEGY 2018-2023

There had been circulated a report dated 27 July, 2018 by the Director of Infrastructure Services seeking approval of the Aberdeen City and Aberdeenshire Tourism Strategy as Aberdeenshire Council's policy approach to the Tourism Industry.

The Head of Economic Development and Protective Services introduced the report and advised the Committee that the development of the strategy had been led by VisitAberdeenshire in consultation with the tourism industry along with the Board and Industry Forum of VisitAberdeenshire. She indicated that a seminar/workshop for Members of the Infrastructure Services Committee was proposed in the autumn to consider the Action Plans which were currently in development and in advance of this Members would be invited to a briefing on Cruise opportunities for the North East.

The Committee discussed matters relating to the need to work with partners including NESTRANS to improve the visitor's experience and first impressions of the area, the need to see measurable outcomes on investments, the importance to bring together in a cohesive way the interests of the City and the Shire, the need to analyse the strategy, looking at sustainability at each strand and the commitment for funding, and the need to maximise opportunities with the increasing numbers of cruise ships visiting the area.

After consideration, the Committee **agreed**:-

- (1) To approve the Aberdeen City and Aberdeenshire Tourism Strategy, in Appendix 1, as Aberdeenshire Council's policy approach to the Tourism Industry; and
- (2) that a seminar be arranged in the Autumn for the Committee to look in detail at the Action Plans which were currently in development.

16. ATTENDANCE OF MEMBERS AT CONFERENCE OF ENVIRONMENTAL REGIONS OF EUROPE (ENCORE) AND AT THE INSHORE FISHERIES CONFERENCE

A report dated 23 July, 2018 by the Director of Infrastructure Services was circulated asking the Committee to consider authorising the attendance of one Elected Member at the 13th ENCORE Conference in Denmark from 20 to 22 September 2018 and the Inshore Fisheries Conference in Inverness on 5 October 2018.

The Committee **agreed** to:-

- (1) Approve the attendance of Councillor Davidson at the 13th ENCORE Conference, Denmark from 20 to 22 September 2018; and
- (2) Approve the attendance of Councillor Sutherland at the Inshore Fisheries Conference in Inverness on 5 October 2018.

17. SUPPLEMENTARY WORK PLAN - MACDUFF AND STONEHAVEN HARBOURS DREDGING FRAMEWORK CONTRACT

With reference to the Minute of Meeting of 15 March, 2018, (Item 20) there had been circulated a report dated 13 August, 2018 by the Director of Infrastructure Services, requesting Members' consideration of a propose addition to the Infrastructure Services Work Plan, to provide for a contract for maintenance dredging at Stonehaven and Macduff Harbours on a three year framework contract with the option of an additional 12 month extension.

Having heard from the Head of Transportation as to the details of the proposal, the Committee **agreed** to:-

- (1) Amend the Infrastructure Services Key Activity Projects and Procurement Plan approved by Committee on 15 March, 2018 to include the Macduff and Stonehaven Harbours Dredging Framework Contract in accordance with the Supplementary Workplan at paragraph 2.9 of the report;
- (2) Note that the Framework Contract has been advertised on Public Contract Scotland, and Tender returns received prior to obtaining approval of the Supplementary Work Plan; and
- (3) Authorise the Head of Roads, Landscape & Waste Services to award the Framework Contract.

**18. SUPPLEMENTARY INFRASTRUCTURE SERVICES DIRECTORATE WORK PLAN
– PROCUREMENT APPROVAL (FOR LIQUIFIED GAS PETROLEUM CONTRACT)**

With reference to the Minute of Meeting of 15 March, 2018, (Item 20) there had been circulated a report dated 16 July, 2018 by the Director of Business Services, requesting Members' consideration of a propose addition to the Infrastructure Services Work Plan, to provide for a contract for the supply of Liquified Gas Petroleum (LPG) for the greenhouses at Aden Country Park.

Having noted that the contract in question was a cross directorate and area contract and (1) the Education and Children's Services Committee was the Lead Policy Committee and would be requested to approve the addition of the same item to the ECS Directorate Work Plan and the Business Case, in principle, at its meeting on 30 August, 2018, (2) that the Communities Committee would be asked to approve the same item as an addition to the Health and Social Care Work Plan at its meeting on 6 September, 2018, (3) that subject to the Full Council's approval of amendments to the Scheme of Governance on 27 September, 2018, in future there would be only one report required to the lead policy committee for cross directorate/area contracts and (4) that the Head of Property and Facilities Management had the delegated power to award the contract, the Committee **agreed to:-**

- (1) note the Directorate Supplementary Work Plan as detailed in Appendix 1;
- (2) approve the items on the Supplementary Work Plan and note that this item will be added to the Directorate Work Plan that was approved by this Committee on 15 March 2018;
- (3) note that this is a cross directorate and area contract, that Education and Children's Services Committee is the Lead Policy Committee and that committee will be requested to approve the addition of the same item to the ECS Directorate Work Plan and the Business Case in principle at its meeting on 30 August, 2018;
- (4) note that Communities Committee will be asked to approve the same item as an addition to the Health and Social Care Work Plan at its meeting on 6 September, 2018; and
- (5) note that the Head of Property and Facilities Management has the delegated power to award the contract.

ITEMS FOR NOTING

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

- A. Minute of Meeting of NESTRANS Board of 18 April, 2018.
- B. Note of meeting of Planning and Building Standards Members/Officers Working Group of 25 April, 2018.
- C. Minute of Meeting of Aberdeen City Region Deal Joint Committee of 4 May, 2018.

Aberdeen, Wednesday 18 April 2018

Present: Councillor Peter Argyle (Chairperson); Dr Margaret Bochel (Vice Chairperson, for items 7 to 18), Councillor Sandra Macdonald (Vice Chairperson); and Councillors David Aitchison, Gillian Owen (as substitute for Councillor John Cox) and Colin Pike; and Eddie Anderson, Gerry Donald and Ian Ross.

In attendance: Lucy Johnson, Ruth Taylor and Ewan Wallace (Aberdeenshire Council), Gale Beattie, Iain Robertson and Robert Templeton (Aberdeen City Council), Derick Murray, Rab Dickson and Jenny Anderson (Nestrans), Andrew Stewart (Health and Transport Action Plan), Derek Glasgow and Scott Prentice (Abellio Scotrail) and Stacey McDonald and Sarah Thomson (Network Rail).

Apologies: Councillors Bell, Cox, Nicoll and Jennifer Stewart; and George Mair.

WELCOME FROM THE CHAIR

1. The Chair opened the meeting and welcomed Ian Ross to his first meeting and requested that today's agenda be re-ordered to consider items 7a-7d following approval of the previous minute and to hear the scheduled presentation from Abellio thereafter.

The Board resolved:-

- (i) to welcome Ian Ross onto the Board; and
- (ii) to approve the Chair's proposals to reorder today's agenda.

MINUTE OF BOARD MEETING, 14 FEBRUARY 2018

2. The Board had before it the minute of its previous meeting of 14 February, 2018 for approval.

The Board resolved:-

to approve the minute as a correct record.

2017-18 BUDGET MATTERS

3. The Board had before it a report which provided an update on the Partnership's 2017-18 monitoring and forecast outturn position and asked the Board to consider any budget or monitoring issue that had arisen.

The report recommended:-

That the Board –

- (a) Note the monitoring position and forecast presented in Appendix 1;
- (b) Approve the virements presented in Appendix 2;
- (c) Approve the delay in drawdown in Appendix 3; and

- (d) Note the projects for which Nestrans will receive funding from Sustrans for delivery by May 2018.

Ruth Taylor (Finance, Aberdeenshire Council) provided an overview of the financial position and asked members to approve the virements in Appendix 2 and the delay in drawdown in Appendix 3 which would make these monies available during the next financial year.

The Board resolved:-

to approve the recommendations.

2018-19 BUDGET PROPOSALS

4. The Board had before it a report which asked it to note the funding allocations to Nestrans and agree the 2018-19 Strategic Investment Programme budget proposals, subject to any emerging details of funding through the City Region Deal.

The report recommended:-

That the Board –

- (a) Note the funding awards to Nestrans that had been confirmed for 2018-19;
- (b) Approve the revisions to the 2018-19 Co-ordination and project development budget as detailed in Appendix 1;
- (c) Approve the 2018-19 Strategic Investment Programme budget proposals as detailed in Appendix 2, subject to any appropriate adjustments being made following the Board's consideration;
- (d) Note the reserve list of projects detailed in Appendix 3; and
- (e) Note the potential for up to £193,500 for cycle schemes from Sustrans in 2018-19 and the indicative usage proposals for agreement with Sustrans.

Ruth Taylor confirmed that Nestrans' budget had been confirmed by its partners and highlighted the downward revision made to the Bridge of Dee Study. The Director confirmed that the reduction in funding was to align with completion of the AWPR and would likely delay the study but not stop it.

The Board resolved:-

to approve the recommendations.

REVISED FINANCIAL REGULATIONS

5. The Board had before it a report which sought approval of the Partnership's revised Financial Regulations.

The report recommended:-

That the Board approve the Partnership's revised Financial Regulations as set out in the report and Appendix 1.

Ruth Taylor advised that the regulations underpinned Nestrans' financial framework and were periodically reviewed. She noted that minor amendments had been made to procurement regulations to reflect new legislative requirements and best practice and added that external audit would review the regulations to ensure they remained robust and were being applied appropriately.

The Board resolved:-
to approve the recommendations.

TREASURY MANAGEMENT STRATEGY STATEMENT 2018-19

6. The Board had before it a report which sought agreement of the proposed Treasury Management Strategy Statement for 2018-19.

The report recommended:-
that the Board approve the revised Treasury Management Strategy as set out in Appendices A and B of the report.

Ruth Taylor advised that Nestrans had adopted a risk appetite that was largely risk averse so investment returns were relatively low although these were slightly above than the Bank of England baseline rate of 0.5%.

The Board resolved:-
to approve the recommendations.

PRESENTATION - SCOTT PRENTICE, HEAD OF BUSINESS DEVELOPMENT, ABELLIO SCOTRAIL AND DEREK GLASGOW, ABELLIO SCOTRAIL

7. The Board received a presentation from Scott Prentice and Derek Glasgow (Abellio Scotrail) on planned rail improvements in the North East of Scotland. An overview was provided of work at Forres Station and future work that would take place over consecutive summers to improve the Inverurie-Aberdeen route. Mr Prentice and Mr Glasgow also advised members of (1) the proposed peak timetable; (2) contingency plans, including replacement bus services; and (3) Abellio Scotrail's communication plan to provide up to date information to rail users, and to promote bus, rather than car use while work was ongoing on the Dyce-Aberdeen route, which will result in a 14-week blockade from May supported by a replacement bus service. Similar plans will be necessary between Inverurie-Dyce in summer 2019.

The Board resolved:-
to thank Mr Prentice and Mr Glasgow for their informative presentation.

DIRECTOR'S REPORT

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

The report recommended:-
that the Board note the progress on liaison arrangements with other RTPs, the Scottish Government and others and arrangements for future meetings.

The Director highlighted the following areas for members' attention:-

(1) With regards to the A90 Laurencekirk Partnership, he anticipated that a preferred option would be made available in the summer of 2018

- (2) With regards to the Aberdeen-Central Belt rail enhancement project, he was pleased that Nestrans' representations to the Minister for Transport and the Islands about pace and connectivity had been taken into account;
- (3) With regards to the East Coast Mainline, he advised that the proposed development of a high speed route from Leeds to Newcastle did not benefit the North East of Scotland and that Nestrans intended to review its position on this group next year;
- (4) With regards to the Councillors Code of Conduct, he explained that Chairs of regional transport authorities had received a letter from the Local Government Division at the Scottish Government which noted that the Government would consider making a change to the code of conduct to allow councillors to fully participate at Nestrans and Council meetings when considering transport issues without having to declare and leave a meeting due to a conflict of interest;
- (5) With regards to Aberdeen International Airport, he advised that overall passenger numbers had increased but helicopter use had reduced. He noted that there was mixed news on flight routes as the airport had gained a number of holiday destinations but lost business locations such as Frankfurt and Reykjavik which was disappointing;
- (6) With regards to Kintore Station, he highlighted that the exhibition on 14 March 2018 had been well received by attendees;
- (7) With regards to Transport Governance, he explained that the Scottish Government had commissioned an external consultant to conduct a root and branch review which was due to be published within the next three months. He informed the Board that he was satisfied that the review process had been fairly conducted; and
- (8) With regards to the Strategic Transport Assessment Client Group, he advised that a meeting had been held on 26 March 2018 to discuss the findings of various workshops, events and interviews with a view to developing themes and defining outcomes. He added that a provisional date of 1 June 2018 had been set for the next workshop before a report was presented to the Nestrans Board, both Councils and the City Region Deal Joint Committee.

The Board resolved:-

to note the report.

HEALTH AND TRANSPORT ACTION PLAN: UPDATE

9. The Board had before it a report which advised the Board on progress on the Health and Transport Action Plan.

The report recommended:-

That the Board note the report on the progress made in relation to delivering the Health and Transport Action Plan.

Andrew Stewart (Health and Transport Action Plan) provided an update on progress against the Plan's two themes of (1) Access to health and social care; and (2) Transport and Public health. He also provided an overview of the Travel to Health and Social Care Information Centre (THInC) project and work towards addressing the recommendations of the audit review of health and social care transport. Thereafter Gerry Donald

highlighted the HTAP networking event on 1 May 2018 and extended an open invitation to Board members.

The Committee resolved:-

- (i) to instruct Andrew Stewart to circulate a save the date appointment to members and stakeholders for the Grampian Volunteer Transport Awards on 9 November 2018; and
- (ii) otherwise note the report.

FREIGHT ACTION PLAN UPDATE

10. The Board had before it a report which provided an update on the progress of the Civitas Portis Freight projects and presented the findings of the recent baseline studies.

The report recommended:-

That the Board –

- (a) Note the progress made on Civitas Portis Work Package 4 to date; and
- (b) Note the findings of the Baseline Reports and Survey Report.

Rab Dickson (Nestrans) updated the Board on the Civitas Portis project and noted that relevant documentation had been uploaded to the Partnership's website. He then provided an overview of Freight Gateway Interconnectivity that aimed to take account of the opening of the AWPR and Aberdeen City Council's road hierarchy review. Mr Dickson also highlighted a recent survey of hauliers which found that North East companies had a good understanding of freight efficiency and was encouraged that 97% of freight vehicles had Euro 5 or Euro 6 engines which were very efficient in terms of emissions.

The Board resolved:-

to note the report.

BUS ACTION PLAN: PASSENGER SATISFACTION

11. The Board had before it a report which provided an update on the recently published Transport Focus Bus Passenger Satisfaction Survey and presented the key findings from the report. The report also made reference to the recent publication of a report by Citizens Advice Scotland on bus travel.

The report recommended:-

That the Board note the findings of the Bus Passenger Satisfaction Survey and Creating Better Journeys reports.

Rab Dickson advised that a recent Transport Focus survey found that 86% of Aberdeen City and 87% of Aberdeenshire passengers were satisfied with bus services but noted that although overall satisfaction was high, there were lower levels of satisfaction in terms of value for money and weekday off –peak journeys. Mr Dickson also referred to a survey of passenger satisfaction conducted by Citizen Advice Scotland which found that 64% of passengers surveyed were dissatisfied with their bus service. He explained that the use of different methodologies may account for the large variances between the

level of satisfaction recorded in the surveys by Transport Focus and Citizen Advice Scotland.

The Board resolved:-

- (i) to ask the Director to raise the issue of value for money with bus companies through the Bus Alliance Group; and
- (ii) otherwise note the report.

RAIL MATTERS UPDATE

12. The Board had before it a report which provided an update of progress in regard to a number of matters regarding railways in the North East of Scotland.

The report recommended:-

That the Board –

- (a) Note the report on the progress made in relation to delivering the new station at Kintore;
- (b) Note the publication of Transport Scotland's Rail enhancement and Capital Investment Strategy; and
- (c) Note the announcement of a Local Rail Development Fund and instruct officers to develop application(s) for submission to the fund, after consultation with the Chair and Vice Chairs.

Rab Dickson provided an update on progress made towards the delivery of the proposed new railway station at Kintore and highlighted the success of the pre-application planning exhibition held on 14 March 2018. He noted that planning applications had been submitted to Aberdeenshire Council and were currently being validated before going live. Mr Dickson also provided an overview of the Rail Enhancement and Capital Investment Strategy published by Transport Scotland, and the Local Rail Development Fund which had been established by Transport Scotland to develop community led options to improve local rail connections with a closing date for applications of 18 May 2018.

The Board resolved:-

to approve the recommendations.

PROGRESS REPORT

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

The Board resolved:-

to note the content of the progress report.

PUBLICATIONS AND CONSULTATIONS

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

The report recommended:-

That the Board –

- (a) Consider the draft response to the consultation on Section 19 and Section 22 Permits and approve the attached Appendix A as Nestrans' response; and
- (b) Note the consultation on Tackling Social Isolation.

The Board resolved:-

- (i) to approve Appendices A and B as Nestrans' response to the consultations; and
- (ii) to note the consultation on Tackling Social Isolation.

ROAD CASUALTY REDUCTION: SAFETY CAMERAS

15. The Board had before it a report which sought support for a letter to be written to the Minister for Transport and the Islands requesting confirmation of the high priority for Casualty Reduction and applies flexibility in the deployment of safety cameras to ensure their effectiveness in helping to reduce casualties in the North East.

The report recommended:-

That the Board –

- (a) Write to the Minister for Transport and the Islands outlining concerns regarding the deployment of safety cameras in the North East and the lack of flexibility to respond to changing circumstances;
- (b) Seek the Minister's assurance that Casualty Reduction will be a high priority within the National Transport Strategy Review, Transport Bill and related documents;
- (c) Seek the Minister's support for flexibility in the deployment of cameras within the North East, either as a pilot or reflecting the special circumstances of the area; and
- (d) Continue the dialogue through the NESRCRS to address the issues in the report.

Ewan Wallace (Transportation, Aberdeenshire Council) advised that the Scottish Safety Camera Programme was responsible for determining the position of mobile, fixed and average safety cameras in Scotland and explained that the location of sites was based on Transport Scotland criteria that had been published 15 years ago, and as a result the number of new sites identified had been relatively low. He expressed his view that there was scope for adoption of a more flexible and contemporaneous approach. Thereafter Mr Wallace requested Board approval to write to the Minister for Transport and Islands to highlight concerns with the existing approach and recommend that the North East region pilot a new approach in the deployment of safety cameras.

The Board resolved:-

- (i) to seek further information on cyclist and pedestrian behaviour in terms of road casualty reduction; and
- (ii) otherwise approve the recommendations.

INFORMATION BULLETIN

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

The report recommended:-

that the Board note the content of the report.

Rab Dickson summarised the findings of a report by Sustrans which explored issues around gender and active travel and provided an overview of the Scottish Government's Climate Change Plan and Scotrail's Cycling Fund. He also updated the Board on progress made by the Getabout Partnership and its working group.

The Board recommended:-

To note the content of the report.

CONFERENCES AND PRESENTATIONS

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

The Board resolved:-

to note the content of the list.

PENDING BUSINESS AND REPORTS FOR FUTURE MEETINGS

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

The report recommended:-

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

The Board resolved:-

to approve the recommendation.

COUNCILLOR PETER ARGYLE, Chairperson.

ABERDEENSHIRE COUNCIL

PLANNING & BUILDING STANDARDS MEMBERS OFFICER WORKING GROUP

WOODHILL HOUSE, ABERDEEN, 25 April 2018

Present: Cllr P Argyle (Chair), Cllr D Aitchison, Cllr J Cox, Cllr I Mollison, Cllr D Robertson, Cllr I Sutherland (sub for Cllr N Smith)

Apologies: Cllr N Smith, Cllr F Hood

Officers: Bruce Stewart, Planning Service Manager (BPS)
Piers Blaxter, Team Leader Policy (PB)
Ailsa Anderson, Senior Policy Planner (AA)
Alison Hogge, Policy Planner (AH)
Wendy Forbes, Team Leader (WF)
Claire McArthur, Acting Team Leader, SDPA (CM)
Toni Cocker, Admin Planning Support Officer (TC) - Minute

1. Minute of Meeting of 31 January 2018

The Minute of 31 January was agreed.

2. Local Development Plan Update

PB advised that his team are in the middle of evaluating the bids for the Local Development Plan (LDP). There were over 600 bids submitted and he is confident that all bids will be evaluated prior to Area Committee Seminars.

PB disused the issues regarding Education and Waste Water and advised that meetings with the Education Service and Scottish Water will be taking place.

Following discussion with Members it was agreed that Sustainable Development, Place and Landscape are very much linked and they should be prioritised ahead of Community Aspiration.

PB advised that there will be a delay in publication of the Main Issues Report because of the timing of the publication of the proposed Strategic Development Plan. The delay should only be two months. If the new Scottish Planning Policy is published earlier than anticipated (no indication that this will happen) it may cause issues regarding our LDP timetable but if it is later than previously indicated then our LDP should have already been submitted.

PB confirmed that there is not currently a draft guidance of the reviewed Scottish Planning Policy (SPP) and CM advised that the timetable to begin involving Local Authorities with the SPP and enhanced National Planning Framework will be in Autumn/Winter 2018.

PB advised that his team will be producing the required assessments that go alongside the LDP. The Strategic Environment Assessment is being completed as a matter of urgency.

The Seminars with the Area Committees will provide Members with detailed information relating to settlements for discussion in the Main Issues Report.

3. Main Issues Report

PB advised that since the last MOWG meeting Area Committee Seminars to discuss the issues identified during the community engagement exercise have concluded. The Policy Team has also met with rural stake holders and colleagues in Development Management. Their comments, along with the comments made by Community Councils will all feed into the Main Issues Report. It should be appreciated that there have been some mixed views on the issue of rural development.

4. Design

AH presented 2 options in relation to issues with Development Design. It was agreed that Option 1 (Additions and minor policy changes – design review process; implementation of SP=EED; clarity on the application of the 6 criteria; and when adherence to a masterplan is required) was the best option to go forward.

5. Rural Development

AA provided a verbal update on progress made with regard to reviewing the Shaping Development in the Countryside policies. This included an update on work to identify the pressured, intermediate and remote rural areas, review of the greenbelt as well as suggesting a recommended preferred approach and reasonable alternative option on the coastal zone. Members agreed that redevelopment of brownfield sites should not necessarily be limited to “small-scale” if it is established that a site is capable of accommodating a greater scale of development, but that there should be a cap on the scale of development permissible in order to avoid suburbanisation of the countryside. A new issue raised through consultation with Area Committees, was a suggestion that the definition of “primary industry” should be expanded to include those employed in a trade. Members recognised this is an issue for debate as part of the MIR, however urged caution at suggesting this as a preferred approach.

6. Enforcement

BPS explained that this was the 1st of 3 sessions on Enforcement with a Report going to Infrastructure Services Committee on the 10 May and an Enforcement Seminar taking place in May. BPS also emphasised that Enforcement was a delegated matter and that all legislation and guidance seeks to solve breaches rather than punishing those involved.

WF presented a slide show of statistics from 2014 to 2017 which showed the number of complaints, cases closed, and nature of cases, comparison with other Councils etc. Aberdeenshire Council was the 3rd busiest Authority in Scotland with regard to Enforcement cases. One of the main service improvements has been with an improvement in speed in closing cases and now much more time is spent “vetting” complaints when first received.

WF advised Councillors of legislation that exists in England called Proceeds of Crime Act (POCA) which is allowing Local Authorities, through the Procurator Fiscal to seek to recoup money. More clarification of how this could work in Scotland is required. All Councillors agreed it was something that required further investigation.

7. Date of Next Meeting

Thursday 5 July 2018. 14:00pm Committee Room 4

ABERDEEN CITY REGION DEAL JOINT COMMITTEE
4 May 2018

ABERDEEN, 4 May 2018. Minute of Meeting of the ABERDEEN CITY REGION DEAL JOINT COMMITTEE. Present:- Councillor Laing, Chairperson; Councillors Boulton, Lumsden, Argyle, Pike (as substitute for Councillor Gifford) and Thomson; Professor Stephen Logan, Mr Patrick Machray OBE and Sir Ian Wood.

The agenda and reports associated with this minute can be located at the following link:-

<https://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=546&MId=6305&Ver=4>

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.

APPOINTMENT OF CHAIRPERSON

1. The Clerk sought nominations for Chairperson of the Joint Committee, whereupon:-

Councillor Argyle, seconded by Sir Ian Wood, moved:-

that Councillor Jenny Laing be appointed as Chairperson of the Joint Committee.

The Joint Committee resolved:-

to appoint Councillor Laing as Chairperson.

At this juncture, Councillor Laing assumed the chair.

APPOINTMENT OF VICE CHAIRPERSON

2. The Chairperson then sought nominations for Vice Chairperson of the Joint Committee, whereupon:-

Councillor Lumsden, seconded by Councillor Boulton, moved:-

that Councillor Jim Gifford be appointed as Vice Chairperson of the Joint Committee.

The Joint Committee resolved:-

to appoint Councillor Gifford as Vice Chairperson.

DECLARATIONS OF INTEREST

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

ABERDEEN CITY REGION DEAL JOINT COMMITTEE
4 May 2018

MEMBERS ARE REQUESTED TO DETERMINE THAT ANY EXEMPT BUSINESS BE CONSIDERED WITH THE PRESS AND PUBLIC EXCLUDED

4. The Chairperson proposed that the Committee consider item 10 (Oil and Gas Technology Centre – 18 Month Checkpoint Report – Exempt Appendix) and an additional report at item 11 (City Region Deal Digital Resourcing) with the press and public excluded.

The Committee resolved:-

in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the press and public from the meeting from item 10 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:- article 11 (paragraph 6) and article 12 (paragraph 8) of this minute.

MINUTE OF PREVIOUS MEETING OF 9 FEBRUARY 2018 - FOR APPROVAL

5. The Joint Committee had before it the minute of its previous meeting of 9 February 2018, for approval.

The Committee resolved:-

to approve the minute as a correct record.

OIL & GAS TECHNOLOGY CENTRE - 18 MONTH CHECKPOINT REPORT

6. The Joint Committee had before it a report by the Chief Officer – City Growth, Aberdeen City Council which provided an update on the progress of the Oil and Gas Technology Centre (OGTC) against its original 18 month checkpoint.

The report recommended:-

That the Joint Committee note the content of the report and its appendix, and the progress made.

The Joint Committee heard Nicola McIntosh (OGTC) make reference to key milestones including that a total of £22m had been invested by the private sector in match funding which was significantly higher than the original expectation of £8.5m. She also provided information in relation to (a) the Solution Centres advising that five were established and more than 80 projects were underway; (b) two Centres of Excellence being established in the University of Aberdeen and Robert Gordon University; (c) the establishment of a Network Collaboration Zone with over 5000 visitors to date; and (d) the governance policy.

The Joint Committee resolved:-

to approve the recommendation.

ADDITIONAL £254M INVESTMENT - 6-MONTHLY UPDATE

7. The Joint Committee had before it a report by David Torrance, Transport Scotland on the progress of projects being taken forward through the additional Scottish Government investment announced alongside the Aberdeen City Region Deal, including the progress on the

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Laurencekirk junction improvements work and the investment in the rail network to improve services between Aberdeen and the Central Belt.

The report recommended:-

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

Mr Torrance provided information on (a) the Design Manual for Roads and Bridges stage 2 assessment to identify a preferred junction layout and the move to stage 3 assessment involving the development and detailed assessment of the preferred option; (b) the partnership group with Aberdeenshire and Angus Councils along with Nestrans which has been set up to support the project which next meets in Summer 2018; and (c) the appointment of ARUP to undertake a comprehensive assessment and analysis in relation to the Aberdeen to Central Belt Rail investment.

It was acknowledged that following the publication of the ARUP report, there was a need to request details of the timescales and the programme plan from the Minister for Transport at his earliest convenience.

The Joint Committee resolved:-

to approve the recommendation.

ABERDEEN CITY REGION DEAL PROGRESS UPDATE

8. The Joint Committee had before it a report by the Chief Officer – City Growth, Aberdeen City Council on the progress of the City Region Deal and its constituent workstreams.

The report recommended:-

that the Joint Committee –

- (a) acknowledge that an interim special meeting of the City Region Deal Joint Committee may be required; and
- (b) note the content of the report and its appendices, and the progress made.

John-Paul Cleary, Senior Programme Manager, Aberdeen City Council presented the report and provided information in relation to Agri-Food and Nutrition Hub for Innovation, Fibre Infrastructure Projects, the Duct Network, the Transport STAG Appraisal and the Harbour Travel Plan.

Sir Ian Wood expressed concern in relation to the timeline for the transport plan for the new harbour, stressing that delays should be avoided at all costs.

Paul Finch, Strategic Transport Manager, Aberdeenshire Council updated the Committee in terms of the ongoing work and the timelines for phase 2 of the new harbour.

Richard Sweetnam, Chief Officer – City Growth, Aberdeen City Council made reference to a desktop analysis which would be undertaken in relation to movement and modes of travel for cruise liner passengers and the work regarding a marketing strategy.

The Joint Committee resolved:-

- (i) that a special meeting of the Joint Committee be held on 22nd June 2018 at 9.30am to consider reports relating primarily to the digital programme;

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- (ii) that a presentation on the roads infrastructure network and travel plan in relation to the new harbour be arranged for the August meeting of the Joint Committee, and in the meantime, that the existing work undertaken by Visit Aberdeenshire and the Harbour Board in relation to the Travel/Transport Plan be circulated to members of the Joint Committee; and
- (iii) to otherwise approve recommendation (b) above.

2017/18 FINANCIAL UPDATE

9. The Joint Committee had before it a report by the Head of Finance, Aberdeenshire Council which provided details on the finances of the Aberdeen City Region Deal for financial year 2017/18.

The report recommended:-

that the Joint Committee note the content of the report.

John-Paul Cleary, Senior Programme Manager, Aberdeen City Council made reference to the underspends in the Bio-Therapeutic Hub for Innovation, Digital Infrastructure and Strategic Transport Appraisal.

The Joint Committee resolved:-

- (i) to approve the recommendation; and
- (ii) to note that any underspend from the 2017-18 grant allocation would be available to draw down as part of the 2018-19 grant allocation.

DATE OF NEXT MEETING - 31 AUGUST 2018 MEETING - REQUEST FROM COUNCILLOR GIFFORD TO RESCHEDULE MEETING TO 30 AUGUST 2018

10. The Committee received a request from Councillor Gifford to reschedule the meeting on 31 August at 9.30am to 30 August 2018 at 9.30am due to a diary conflict with the COSLA Leaders meeting. It was noted that Councillor Lumsden would also be attending the COSLA Leaders meeting on 31 August 2018.

The Joint Committee resolved:-

to approve the request and to instruct the Clerk to make the necessary arrangements to reschedule the meeting to 30th August 2018 at 9.30am.

In accordance with the decision recorded under article 4 of this minute, the following items of business were considered with the press and public excluded.

OIL & GAS TECHNOLOGY CENTRE - 18 MONTH CHECKPOINT REPORT - EXEMPT APPENDIX

11. The Joint Committee had before it an exempt appendix relating to the Oil and Gas Technology Centre – 18 Month Checkpoint report (article 6 of this minute refers).

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The Joint Committee resolved:-

to note the details contained within the appendix.

MATTER OF URGENCY

The Chairperson intimated that she had directed in terms of Section 50(B)(4)(4) of the Local Government (Scotland) Act 1973, that the following item be considered as a matter of urgency as this would alleviate the very real risk of serious delays to a critical City Region Deal project, and also allow the process to fill the vacant Digital Lead post to begin. Neither action could wait three months until the next Joint Committee meeting.

CITY REGION DEAL DIGITAL RESOURCING

12. The Joint Committee had before it a report by the Chief Officer – City Growth, Aberdeen City Council which sought approval to fund resources and other costs required to support the Digital Infrastructure workstream of the Aberdeen City Region Deal.

The report recommended:-

that the Joint Committee –

- (a) approve the funding of the amount outlined in the report from Aberdeen City Council's and Aberdeenshire Council's contributions to the City Region Deal to fund the identified project resource and project costs for the deployment of fibre infrastructure, subject to approval by Aberdeenshire Council for their share of the funding;
- (b) approve the funding from Aberdeen City Council's and Aberdeenshire Council's contributions to the City Region Deal to fund the post of CRD Digital Lead for a period of up to five years, subject to approval by Aberdeenshire Council for their share of the funding; and
- (c) note that officers will submit a report to the next meeting of the Joint Committee on the delivery of the digital programme of the City Region Deal.

The Joint Committee resolved:-

to approve the recommendations, subject to amending recommendation (b) to read:- "subject to approval by Aberdeenshire Council for their share of the funding, approves funding from Aberdeen City Council's and Aberdeenshire Council's contributions to the City Region Deal to fund the post of CRD Digital Lead for a period of up to five years with a higher financial ceiling than recommended in the report, delegating authority to Chief Officer City Growth Aberdeen City Council and the Director of Infrastructure Services, Aberdeenshire Council to investigate the optimum way to recruit and employ the CRD Digital Leader and to proceed to do so, reporting back to this committee with the detail to its meeting of 22 June 2018."

- **COUNCILLOR JENNY LAING, Chairperson**

