

THE MORAY COUNCIL

MINUTE OF MEETING OF THE ECONOMIC DEVELOPMENT & INFRASTRUCTURE SERVICES COMMITTEE

TUESDAY 28 AUGUST 2012

COUNCIL OFFICE, ELGIN

PRESENT

Councillors F Murdoch, (Chair), L Creswell (Deputy), G Coull, S Cree, J Divers, G Leadbitter, G McDonald, A McLean, P Paul, D Ross, R Shepherd, C Tuke, A Wright.

ALSO PRESENT

Councillors J Allan, P Gowans, M Howe, B Jarvis, S Morton and M Shand.

IN ATTENDANCE

The Corporate Director (Environmental Services), the Head of Development Services, the Head of Direct Services the Transportation Manager, the Roads Maintenance Manager, the Consultancy Manager, the Environmental Protection Manager, S Williamson, Waste Management Officer, Craig McIntosh, Waste Disposal Officer, R Gerring, Senior Engineers (Traffic), the Planning & Economic Development Manager, (for Item 5) D Duncan, Principal Planning Officer (Planning & Development) and Ms R MacDougall, Planning Officer (both for Item 5), the Moray Access Manager, (for Item 15), the Estates Manager and M MacLeod, Design Manager (both for Item 16) A McEachan, Legal Services Manager (Property & Contracts), and the Democratic Services Manager as Clerk to the Meeting.

1. DECLARATION OF GROUP DECISIONS

In terms of Standing Order 20 and the Councillors' Code of Conduct the meeting noted the undernoted declarations:-

In relation to Agenda Item 15 "Proposed Operation of Cairngorms Outdoor Access Trust in Moray" Councillor Murdoch declared an interest as the Council's representative on the Moray Local Access Form;

In relation to Agenda Item 12 "Town Centre Car Parking Charges in Elgin" Councillor Divers declared an interest as the Council's representative on the City of Elgin Business Improvement District (BID), and Councillor Leadbitter declared his interest as the Council's Observer on the City of Elgin Business Improvement District (BID),

Thereafter the meeting noted that there were no other declarations from group leaders or spokespersons in regard to any prior decisions taken on how members will vote on any item on the Agenda or any declarations of Members Interest in respect of any Item on the Agenda.

2. URGENT BUSINESS

The meeting noted that the undernoted item had been added to the Agenda in terms of Section 50B (4) (b) of the Local Government (Access to Information) Act 1985 by reason of special circumstances on the Chairman accepting the reports as urgent business:

16. Progression of Waste Strategy – Plastic Bottle Collection- Requires to be considered on the grounds of urgency in order to ensure that the necessary facilities are available for the introduction in March 2013 of the extended plastic bottles collection service in the urban areas.

3. EXEMPT INFORMATION

The meeting resolved that, in terms of Section 50A (4) and (5) of the Local Government (Scotland) Act 1973, as amended, the public and media representatives be excluded from the meeting during consideration of the items of business appearing at the relevant paragraph of this minute as specified below, so as to avoid disclosure of exempt information of the class described in the appropriate paragraphs of Part 1 of Schedule 7A of the Act.

Para No of Minute

Para No of Schedule 7A

18
19
20

8
1&8
8&9

4. WRITTEN QUESTIONS

There were no written questions.

5. THE MORAY ECONOMIC STRATEGY INCORPORATING ELGIN-CITY FOR THE FUTURE – THE WAY FORWARD

Under reference to paragraph 4 of the Minute of the meeting of this Committee dated 12 June 2012, there was submitted a report by the Corporate Director (Environmental Services) advising the Committee of the considerations and process to move the Moray Economic Strategy incorporating Elgin City for the Future to the

stage of implementation and asked the Committee to note the content of the report on the Stakeholder Workshop appended as Appendix 1 to the report and to commend the governance structure as detailed in paragraph 3.3.4.2 the report.

The Committee was also asked to grant delegated authority to the Corporate Director (Environmental Services) in consultation with the Chair and Depute Chair of this Committee, the partners represented on the Community Planning Board and the Moray Economic Partnership to revise the strategy document for approval of the Community Planning Board and that further delegated authority be granted to the Corporate Director (Environmental Services) in consultation with the Chair and Depute Chair of this Committee to amend the strategy document as may be required to satisfy the Strategic Environmental Assessment (Scotland) Act 2005.

Following consideration the Committee agreed to:-

- (i) note the overall content of the Report on the Stakeholder Workshop, appended to the Report;
- (ii) commended the Governance Structure referred to in paragraph 3.3.4.2, of the report and illustrated by the diagram on page 9 of the appended Workshop Report, for the purposes of progressing the development and delivery of the Action Plans related performance indicators, and a Communications Strategy;
- (iii) grant delegated authority to the Corporate Director (Environmental Services) in consultation with the Chair and Vice Chair of this Committee, the Partners represented on the Community Planning Board, and the Moray Economic Partnership, to revise the strategy document for approval of the Community Planning Board; and
- (iv) grant delegated authority to the Corporate Director (Environmental Services) in consultation with the Chair and Vice Chair of this Committee, to amend the strategy document as may be required to satisfy the Strategic Environmental Assessment (Scotland) Act 2005.

6. INVESTIGATION INTO THE INTRODUCTION OF CCTV CAMERAS IN MULTI STOREY CAR PARKS, ELGIN

Under reference to paragraph 6 of the Minute of the Meeting of the Moray Council dated 3 May 2011, there was submitted a report by the Corporate Director (Environmental Services) asking the Committee to consider the issues surrounding the introduction of CCTV at the multi storey car parks at St Giles and Batchen Lane, in Elgin.

The Meeting noted that following the decision of the Moray Council on 3 May 2011, discussions and investigations had taken place involving Grampian Police and others and that the report on the issues surrounding the introduction of CCTV in these two car parks had been delayed until the impact of earlier evening closing times could be evaluated.

Following discussion and taking into account the limited effectiveness of CCTV cameras within these areas, the Committee agreed not to approve the introduction of

the CCTV surveillance cameras in the multi storey car park at St Giles and Batchen Lane in Elgin.

7. ELGIN WESTERN LINK ROAD – PROGRESS UPDATE AND COMMUNICATION AND ENGAGEMENT STRATEGY

Under reference to paragraph 4 of the Minute of the meeting of this Committee dated 28 June 2011, there was submitted a report by the Corporate Director (Environmental Services) updating the Committee on the recent progress of the Elgin Western Link Road scheme and seeking approval of the Communication and Engagement Strategy and for a public exhibition explaining the background to and the need for the scheme.

The Committee noted that in light of the Scottish Government's "Designing Streets" policy which states that the term "distributor road" is not now appropriate, the name of the Scheme, previously known as the "Elgin Western Distributor Road" would now be known as the "Elgin Western Link Road".

During discussion the Corporate Director (Environmental Services) advised the meeting that due to staff illness within the Community Engagement Team, the dates for the public exhibition may require to be reviewed.

Thereafter the Committee agreed to:

- (i) note the change to the scheme title;
- (ii) approve the Communication and Engagement Strategy;
- (iii) note the progress on community engagement and detailed design of the scheme;
- (iv) approve the proposals for a public exhibition on 7 and 8 September 2012, and
- (v) note that the proposed dates for the public exhibition may be subject to review.

8. USE OF RECYCLING CENTRES BY COMMERCIAL INTERESTS

Under reference to paragraph 17 of the Minute of the Meeting of this Committee dated 12 June 2012, there was submitted and noted a report by the Corporate Director (Environmental Services) advising Committee on waste acceptance criteria and restrictions applicable to commercial waste deposit at the main Recycling Centres.

9. DEVELOPMENT SERVICES SERVICE PLAN

There was submitted a report by the Head of Development Services presenting to the Committee for agreement the draft Development Services Plan for 2012/13 which sets out information on the context, resources, budget and key performance data for the Service and the priority actions for 2012/13 to achieve key strategic objectives and corporate requirements.

During discussion a lack of consistency in the presentation of the service plans for both Development Services and Direct Services was raised by Members and in response the Corporate Director (Environmental Services) advised that whilst he is of the view that service plans should be tailored to the individual service, he agreed that they should be easier to read and that he is undertaking a review of the style and content of future service plans in consultation with his Management Team and Heads of Service.

Thereafter the Committee agreed:-

- (i) to approve the Development Services Service Plan for 2012/13; and
- (ii) that quarterly reports on the progression of the Plan are presented to the Committee
- (iii) to note that a review of the style and content of future service plans is being undertaken by the Corporate Director (Environmental Services) in consultation with his Management Team and Heads of Service.

The Chairman, in referring to this and other reports on the Agenda, requested that in future all reports containing colour coded information be printed in colour.

10. DIRECT SERVICES SERVICE PLAN 2012/13

Prior to discussion of this item, the Meeting joined the Chair in welcoming Stephen Cooper, to this his first meeting of the Committee following his appointment as Head of Direct Services.

There was submitted a report by the Corporate Director (Environmental Services) presenting for agreement the draft Direct Services Service Plan for 2012/13 which sets out information on the remit, staffing, resources, budgets, key performance data, risk and context for the Service and the improvement actions for 2012/13.

During discussion a query was raised regarding the cost for the purchase of new communications systems for fleet vehicles including the waste collection vehicles and how the installation of these systems would meet the requirements of the council's policy on the use of hands free communication devices in council owned vehicles and it was agreed that a report on this would be submitted to the next meeting of this Committee.

Following further discussion the Committee agreed:-

- (i) the Direct Services Service Plan (APPENDIX I) for 2012/13; and
- (ii) that quarterly reports on the progression of the Plan are presented to the Committee, and

- (iii) that a report be submitted to the next meeting of this Committee providing information on communications systems used in fleet vehicles including the waste collection vehicles and how the installation of these systems meet the requirements of the council's policy on the use of hands free communication devices in council owned vehicles.

11. HARBOURS: PROPOSED CAPITAL EXPENDITURE PROGRAMME 2012/2013

Under reference to paragraph 2 of the Minute of the special meeting of the Moray Council dated 17 January 2012, there was submitted a report by the Corporate Director (Environmental Services) asking the Committee to approve the proposed programme of capital works in the harbours as detailed in Appendix 1 of the report

Following consideration the Committee approved the list of work for 2012/13 in respect of the harbours at Buckie, Burghead, Cullen, Findochty, Hopeman and Portknockie as indicated in Appendix 1 of the report.

12. TOWN CENTRE CAR PARKING CHARGES IN ELGIN

Councillor Diver declared an interest in this item as the Council's representative on the City of Elgin Business Improvement District (BID), and Councillor Leadbitter declared his interest as the Council's Observer on the City of Elgin Business Improvement District (BID). Both remained in the meeting.

Under reference to paragraph 6 of the Minute of the Meeting of this Committee dated 1st November 2011, there was submitted a report by the Corporate Director (Environmental Services) asking Committee to consider a reduction in some charges for off-street parking in Elgin.

During discussion, Councillor Leadbitter, seconded by Councillor Divers, moved that the charge made for monthly permits be reduced to £45 if paid by direct debit on a monthly basis and £60 if paid by cash and that this option be marketed better to encourage take up.

There being no one otherwise minded, this was agreed.

Following further discussion during which concern was expressed that no benchmarking had been undertaken when charges had previously been reviewed to determine whether changes had had the desired outcome and it was agreed that a report on the outcome of the changes to the car parking fees be submitted to this committee in twelve months time.

Thereafter the Committee agreed to recommend to the Policy and Resources Committee at its meeting on 2 October 2012:-

- (i) that the current charges for 2 – 4 hours parking in off-street car parks in Elgin should be reduced from £3.00 to £2.00;

- (ii) that the charges for monthly parking permits be reduced to £45 if paid by direct debit and £60 if paid by cash and that this option be marketed better to encourage take up , and
- (iii) that a report on the outcome of the changes to the car parking fees be submitted to this committee in twelve months time.

13. ATTACHMENTS TO STREET LIGHTING COLUMNS – POLICY GUIDANCE

There was submitted a report by the Corporate Director (Environmental Services) detailing current policy guidance with regards to attachments to street lighting columns.

During discussion concern was raised regarding the level of bureaucracy contained within the proposed policy and the time taken to resolve the issue and it was unanimously agreed that it be delegated to the Chair and Depute Chair of this Committee and Group Leaders in consultation with Officers to progress a policy for permitting and managing attachments to street lighting columns.

14. STREET NAMING AND NUMBERING – NEW STREET NAMES, ELGIN

There was submitted a report by the Corporate Director (Environmental Services) detailing a request for new street names for a new development in Elgin.

Prior to discussion the Chair asked the Committee to consider whether future requests for new street names be delegated to appropriate ward members with the exception that a report be brought back to this Committee where Members cannot reach agreement. This was agreed

During discussion the Meeting noted that in regard to the suggested name of Cattenach Way, the local Ward Members, on speaking with the Developer of the site and in order to assist in marketing the site and making it more appealing to prospective home buyers, had revised their position in regard to the name and submitted the name “Riverside Road” for the Committee’s consideration.

Thereafter the Committee:-

- (i) approved the new street names for Elgin of Linkwood Place East and Riverside Road, and
- (ii) agreed that in future requests for new street names be delegated to the appropriate ward members with the exception that a report be brought back to this Committee where Members cannot reach agreement.

15. PROPOSED OPERATION OF CAIRNGORMS OUTDOOR ACCESS TRUST IN MORAY

Councillor Murdoch declared an interest in this item as the Council's representative on the Moray Local Access Form and remained in the meeting.

There was submitted a report by the Corporate Director (Environmental Services) seeking Committee approval for the Cairngorms Access Trust (COAT) to operate in Moray to enhance the Moray Core Paths Network subject to a Service Level Agreement (SLA) with the Moray Council.

Following consideration the Committee agreed:-

- (a) that a Service Level Agreement (SLA) for a Core Paths Implementation / development project be prepared between the Cairngorms Outdoor Access Trust (COAT) and The Moray Council based on the principles outlined as follows:-
 - (i) SLA to be set up for duration of the Core Paths improvement project (i.e. 2013)
 - (ii) Seed funding to be sourced from Moray Council
 - (iii) Specific Core Paths improvements initially being identified by the Moray Council Countryside Team focussing on the Moray Way
 - (iv) COAT to provide staff resources to be responsible for implementation of the Core Paths improvement project including necessary seeking permissions, external funding applications, landowner negotiations, budget management design and project management
 - (v) Moray Council Countryside Team to support COAT with project delivery.
- (b) that £20,000 (seed funding) be allocated from the 2013/14 Economic Development budget towards the Core Paths Implementation/development project commencing January 2013 for twelve months.

16. INDUSTRIAL PORTFOLIO ANNUAL REPORT 2011/12

There was submitted a report by the Corporate Director (Environmental Services) requesting Committee to consider the terms of the 2011/12 Annual Report on the Council's Industrial Portfolio.

Following consideration the Committee noted the terms of the 2011/12 Annual Report on the Council's Industrial Portfolio and commended the work undertaken in relation to the industrial portfolio.

17. PROGRESSION OF WASTE STRATEGY – PLASTIC BOTTLE COLLECTION

There was submitted a report by the Corporate Director (Environmental Services) asking the Committee to approve the method of implementing the collection of plastic bottles under the Council's Waste Strategy Action Plan, ensuring that Wastewatchers retain involvement with the project.

During discussion the Chairman assured the Meeting that the Environmental Protection Department would work with the Head of Community Care's staff to investigate a solution to the transport issue when Wastewatchers moves to Lossiemouth as most of the trainee staff with Wastewatchers live in Buckie.

Thereafter the Committee agreed:

- (i) in principle, providing the costs can be contained within budget, the provision of a facility for the segregation of recyclable material at Unit 7 Coularbank Industrial Estate, Lossiemouth, to ensure the continued progress with the plastic bottle collection; and
- (ii) that Wastewatchers are engaged by the Council to run a waste segregation service (including plastic bottles) from the new unit in Lossiemouth on a trial period of up to 2 years and on the terms detailed in paragraph 4.12 of the report.

18. QUESTION TIME

In response to a query raised by Councillor Leadbitter in regard to the condition of the road surface at Batchen Street, Elgin, the Transportation Manager advised that he would investigate the matter and report back to Councillor Leadbitter and the other Elgin Ward Members.

Councillors Allan, Gowans, Howe and Jarvis left the meeting at this juncture.

19. INDUSTRIAL PORTFOLIO – CAPITAL DEVELOPMENTS [Para 8]

There was submitted a report by the Corporate Director (Environmental Services) asking Committee to approve proposals for the development of the industrial portfolio.

During discussion Councillor Wright, in commending the work done by the Estates Services, moved that 10% (£500,000) be taken from the Capital enhancement allocated to the budget of £5M over the life of this Council and used for the development of the industrial portfolio. Councillor Cree seconded the Motion.

There being no one otherwise minded the motion was unanimously agreed.

Thereafter the Committee agreed to:-

- (i) approve the industrial capital development projects detailed in the report;
- (ii) that 10% (£500,000) be taken from the Capital enhancement allocated to the budget of £1M a year over the next 5 years and used for the development of the industrial portfolio.

20. REPLACEMENT DREDGER [Para 1&8]

Under reference to paragraph 23 of the Minute of the Meeting of this Committee dated 24 January 2012, there was submitted a report by the Corporate Director (Environmental Services) asking Committee to consider progress for replacement of the Council's dredger, the "Shearwater".

Following consideration the Committee agreed to note:

- (a) the content of the report so that formal procurement process for a vessel similar to that described therein may be progressed;
- (b) that the second hand market for suitable replacement vessels be monitored until a contract for a new dredger is confirmed; and
- (c) the measures being taken to dispose of the Shearwater.

Councillor Tuke left the meeting at this juncture.

21. OFF-SHORE RENEWABLES: BUCKIE HARBOUR [Paras 8 & 9]

There was submitted a report by the Corporate Director (Environmental Services) informing Committee of the offshore windfarm developments in the Moray Firth, and the work to date by the offshore renewable officer working group in promoting and facilitating potential operations and maintenance requirements at Buckie Harbour.

Following consideration the Committee agreed to:-

- (i) endorse the content of the report;
- (ii) support further partnership working through the offshore renewables officer working group to facilitate the offshore wind energy industry's requirements in Moray;
- (iii) note a further report will be submitted at a further date, advising of subsequent work undertaken; and
- (iv) decline the offer to purchase the Buckie Drifter, as detailed in Section 5 of this report.